

ORGANIZATIONAL INFORMATION FOR EXHIBITORS

The AMBERIF SPRING 2025 Fair will be held on **12-14.03.2025** in AMBEREXPO Exhibition and Convention Centre in Gdańsk at 11 Żaglowa Street, Poland.

AVAILABILITY FOR THE EXHIBITORS

- **11.03.2025 - 08:00–21:00 [Exhibitors entry day]**
- **12.03.2025 - 08:00–19:00**
- **13.03.2025 - 09:00–19:00**
- **14.03.2025 - 09:00–18:00 [from 18:00 dismantling time]**

CONDITIONS OF ENTRY TO THE FAIR

- Exhibitor's entry pass self-printed and verified by the Staff,
- receiving a hologram,
- verified identity.

We would like to remind you that in accordance with the regulations [paragraph 2.1. Terms and Conditions for Provision of Exhibition Space], the condition for providing the exhibition space to Exhibitors is the payment of 100% of the order value resulting from the application submitted and confirmed by MTG.

EXHIBITOR ENTRY PASSES

Exhibitor entry passes must be printed from the system before arrival at the fair by the Exhibitor [passes are available in the system after paying 100 % of order value].

The Fairs' Reception Desk does not issue any entry passes.

All the entry passes must be verified and marked with the hologram – hologram to be picked up at the Fairs' Reception on Exhibitors entry day **11.03.2025**.

EXHIBITORS' RECEPTION AND SERVICE

All Exhibitors are served at the Fairs' Reception.

PARKING CARDS

The Exhibitors print the parking cards from the system in a ordered amount before arriving at the Fair. The reception does not issue any parking cards. Parking cards must be verified and provided with the hologram – hologram to be picked up at the Fairs' Reception on Exhibitors entry day **11.03.2025**.

During the fair days on **12-14.03.2025** parking will be possible only on the basis of cards with a hologram!

CHANGES TO THE STAND STRUCTURE AND ADDITIONAL ORDERS

In accordance with the Terms and Conditions of Providing Space [par.3.5] all changes to the stand structure made on the assembly day will be subject to an additional fee. Exhibitors pay for all additional orders by CARD ONLY!

STAND CONSTRUCTION BY EXTERNAL COMPANIES (applies solely to ordered space without stand system)

- **08.03.2025 - 08:00 - 20:00**
- **09.03.2025 - 08:00 - 20:00**
- **10.03.2025 - 08:00 - 20:00**

External stand contractors must have INSTALLATION SERVICE entry passes printed on their own. Important! The setup work can start after paying a PLN 500 deposit [as per the Terms and Conditions of Providing Exhibition Space, paragraph 4.3].

Information on the payment of the deposit [amount, account number] can be found in the Exhibitor's profile. A direct link to the payment will be sent to you by e-mail.

The external stand contractors on **08-11.03.2025**, after unloading [max. unloading time - 1.5 hours], can use the paid parking, after having paid the fee in the parking meter - parking of vehicles on general terms according to the parking operator's rates.

STAND DISMANTLING

- **14.03.2025 – 18:00–22:00**
- **15.03.2025 – 08:00–16:00**

On **14.03.2025** access to the delivery gates for companies dismantling stands and vans is possible from **18:00**.

REGISTRATION OF BUYERS AND TRADE GUESTS

Trade Visitors and Buyers print ID badges themselves before arriving at the Fair.

Conditions of entry to the Fair:

- entry pass self-printed and verified by the Staff,
- receiving a hologram,
- verified identity.

AVAILABILITY FOR THE VISITORS

- **12.03.2025 - 10:00-18:00**
- **13.03.2025 - 10:00-18:00**
- **14.03.2025 - 10:00-18:00**