

1. Move-in & Move-out Schedule

	Custom-built Participation	Standard/Premium/Deluxe booth
Booth Construction	<u>Halls 1 & 3</u> 18 April 9:00 am – 10:00 pm 19 April 9:00 am – 12:00 noon	N/A
Booth Decoration	19 April 10:00 am – 8:00 pm All booths must be fully decorated by 8:00 pm	
Move-In Exhibits	19 April (Please refer to schedule showed on the Vehicle Pass)	
Move-Out Exhibits	23 April (Please refer to schedule showed on the Vehicle Pass)	
Termination of Booth Electricity	20-22 April 7:30 pm 23 April 6:00 pm	
Booth Dismantling including Additional Lighting	23 April 8:00 pm - 12:00 midnight	N/A

1.1 Exhibitors' Access

To allow preparation work for exhibitors during fair period, the exhibition halls will be opened for exhibitors at 9:00 am (except for the first day of the exhibition which would be opened at 8:30 am). **All exhibitors are reminded to use e-badge when entering the exhibition hall. No exhibitors under 18 will be admitted.**

1.2 Over-time Penalty claimed by HKCEC

Exhibitors and/or their appointed contractors shall follow the move-in/out schedule. If the exhibitors or their appointed contractors work after 2400hrs on 18, 19 and 23 April, 2024, they shall pay to the Organiser the over-time penalty claimed by HKCEC against the Organiser. The rate of the over-time penalty for individual hall is listed on section 4.2.4