

useful information

A. TRANSPORTATION OF EXHIBITS:

Official transport Contractor

The Organizer has appointed official Contractors to arrange temporary importation with the Russian customs and to arrange delivery to the Exhibition Halls:

DANZAS MESSEN GmbH

Trade Fairs & Events

Contact: Mrs. Helga Paule

Franz-Lehner-Strasse 11, 85716 Unterschleissheim, Germany

Web-site: <http://www.dhl.com>

Direct phone: +49 (0)89 32101-601

Direct fax: +49 (0)89 32101-600

E-mail: helga.paule@dhl.com

Panalpina Welttransport GmbH

Contact: Mr. Volker Baumann

Nagelsweg 37, D-20097 Hamburg, Germany

Web-site: <http://www.panalpina.com>

Direct phone: +49 (0) 40 23771 - 1182

Direct fax: +49 (0) 40 23771 - 1245

E-mail: volker.baumann@panalpina.com

BTG Expo GmbH

Contact: Mr. Jakob Unruh

Carl-Benz-Strasse 21, 60386 Frankfurt/Main

Web-site: <http://www.btg.de>

Direct phone: +49 69 408987 109

Direct fax: +49 69 408987 222

E-mail: jakob.unruh@btg.de

B. CAR ENTRANCE REGULATION:

Car entrance to the territory of the Exhibition Center during the Event is free of charge.

C. STAND CONSTRUCTIONS & SERVICES:

Official Stand fitting Contractors

For the information on the official Contractor please contact the Organizer. Any exhibitor wishing to use an alternative stand-fitting contractor to construct their stand must ensure that the organizers approve the stand contractor.

Supplementary Stand Services

I. Furniture

A limited range and quantity of furniture is available on hire.

Exhibitors are advised to order immediately to avoid disappointment.

An illustration of furniture available on hire is shown in the Appendix. The Deadline for ordering is August 1, 2009.

II. Display Aids

Display aids can be ordered from the contractors.

III. Stand Cleaning

Gangways will be cleaned overnight before opening and daily thereafter.

Stands, individual displays and products are not included within the cleaning service (available for additional payment). The Organizer will arrange for the general cleaning of the exhibition halls and shell scheme stands, prior to the opening of the Exhibition.

IV. Mobile telephone

Russia is working with standard mobile telephone GSM, and mobile phones are functioning in the Exhibition Halls but are forbidden in the Congress Hall.

V. Telecommunication Services

Exhibitors requiring telecommunication services on their stands should apply directly to the Organizers.

D. GENERAL SERVICES:

Temporary Staff

The Organizers can make arrangements for temporary interpreters.

Exhibitors requiring staff should contact the Organizers.

Photography

An official exhibition photographer will be in attendance during the event and will make contact with exhibitors on site. Exhibitors requiring photography of their stand or special events should contact the Organizers' Office.

E. ADMISSION TO EXHIBITION:

Transport

A Free Shuttle Bus Service is available on exhibition days, reserved for InterCHARM exhibitors and visitors from the closest metro stations to the exhibition venue (more information you can find here: <http://eng.crocus-expo.ru/contacts/passage/>).

Invitation Tickets

The Organizers will supply, free of charge, complimentary invitation tickets to exhibitors for mailing to their clients. (1 invitation per 1 sqm)

Exhibitor Badges

Badges will be supplied at no cost for stand personnel (1 badge per 3 sqm). They should be collected from the Organizers' Office upon arrival at the show.