

1. Move-in & Move-out Schedule

	CUSTOM-BUILT PARTICIPATION	STANDARD BOOTH
Booth Construction	11 April 9am – 10pm	N/A
	12 April 9am – 1pm	
Booth Decoration	12 April 1pm – 6pm All booths must be fully decorated by 6pm	
Move-In Exhibits	12 April (Please refer to schedule as printed on the Vehicle Pass)	
Move-Out Exhibits	16 April (Please refer to schedule as printed on the Vehicle Pass)	
Termination of Booth Electricity	13-15 April 7:30pm 16 April 6:30pm	
Booth Dismantling including Additional Lighting	16 April 8pm - 12midnight	N/A

1.1 Exhibitors' Access

To allow preparation work for exhibitors during fair period, the exhibition halls will be opened for exhibitors at 8:30am. **All exhibitors are reminded to wear exhibitors' badges 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 11, 12 and 16 April 2018, 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.