

1. Move-in & Move-out Schedule

	CUSTOM-BUILT PARTICIPATION	STANDARD BOOTH
Booth Construction (For Contractor)	4 April 9am – 10pm	N/A
	5 April 9am – 1pm	
Booth Decoration (For Exhibitor)	5 April 9am – 6pm All booths must be fully decorated by 6pm	
Move-In Exhibits	5 April (Please refer to schedule as printed on the e-Vehicle Pass)	
Move-Out Exhibits	9 April (Please refer to schedule as printed on the e-Vehicle Pass)	
Termination of Booth Electricity	6 - 8April 7:30pm	
	9 April 6:30pm	
Booth Dismantling including Additional Lighting	9 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 9am (except for the first day of the exhibition which would be opened 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 5, 6 and 9 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.