# **Important rules**

## **ENTRY OF GOODS**

We inform you that the entry of equipment for the 41<sup>st</sup> International Fair and Congress will take place on Friday, April 4, 2025, from 5 to 11 p.m. At that time, one of the exhibitors must be in the booth. After that, everyone will leave the hall with security.

Entry of equipment for exhibitors is done at the entrance for entry of equipment for exhibitors in Hall 3.

#### PARKING PASSES

Passes for free parking can be picked up at the premises of ECO Design Studio group (Dunavski kej 23/11, Belgrade) in the period from March 19 to 03. April, or on April 4 from 3:00 p.m. in Hall 3 (at the hall inspector's office). For stands up to 20m² in size, exhibitors can get one parking pass, and for stands larger than 20m², two passes.

If you need more parking passes than you are entitled to, you can order them, contact us.

#### TRANSPORT AND TRANSFER OF GOODS

If you want to ensure the entry of goods to the Fair, you can arrange this with the forwarders located at the Fair.

Right thing – Belgrade fair: +381 11 2655 153; +381 63 269-958, Rastko Misirlić, rastko@rightthing.rs

Rashmans Co doo: +381 63 707 6995, Boris Kondić, boris@rashmans.com

Through them you can also arrange the transportation of goods if that suits you.

## **EXHIBITOR ID BRACELETS**

Exhibitors will be able to pick up their ID wristbands on 05 April 2025 from 8:45 am to 10:15 am at the exhibitor entrance in Hall 3.

The exhibitor ID wristbands you receive on Saturday are valid for both days, so please do not take them off your wrist.

The number of ID bracelets you get depends on the square footage of the stand:

- 6 m<sup>2</sup> 3 ID bracelets
- from 7 m<sup>2</sup> to 10 m<sup>2</sup> 4 ID bracelets
- from 11 m<sup>2</sup> to 15 m<sup>2</sup> 5 ID bracelets
- from 16 m<sup>2</sup> to 20 m<sup>2</sup> 6 ID bracelets
- from 21  $m^2$  to 30  $m^2$  7 ID bracelets
- from 31 m<sup>2</sup> to 50 m<sup>2</sup> 10 ID bracelets
  from 51 m<sup>2</sup> to 100 m<sup>2</sup> 15 ID bracelets
- from  $101 \text{ m}^2$  to  $200 \text{ m}^2 20 \text{ ID bracelets}$
- over 200 m<sup>2</sup> 25 ID bracelets

If you want to buy tickets for your guests, they are 3,5 € (minimum 10 tickets), ordered and paid to the account of ECO Design Studio group. Send the names of your guests to e-mail: sajam@saloninfo.org. Your guests can pick up tickets at the information desk at the entrance to Hall 3.

#### **WORKING HOURS OF THE FAIR**

The fair is open from 10.30 am to 7 pm. Exhibitors will have to enter the stands on Saturday 05 and Sunday 06 April at 10 am. Exhibitors are asked to be punctual for the safety of their exhibits.

## **SECURING THE FAIR SPACE**

On Friday, April 4, 2025, in the period from 5:00 p.m. to 11:00 p.m., one of the exhibitors must be at the stand. Security will not be present in the hall at that time. Security comes at 11pm.

Exhibitors will be able to leave the hall on April 5 and 6 at 7:30 p.m. when hall security arrives. The equipment can be taken out on April 6th after 7:30 pm or on April 7th from 8 am to 5 pm, with the proviso that one of the exhibitors must come at 8 am because after that the security will leave. For the safety of the exhibited goods, we ask the exhibitors to be at their stands in accordance with these rules.

## **VERY IMPORTANT!**

You can submit a draft of your stand with a schedule of associated and additional elements no later than March 5, 2025. After that date, additional elements, as additions to the stand, will be charged in full, while all additional work (relocation of already installed elements, etc.) will be invoiced in the amount of 25% of the price from the price list of additional elements.

Please do not damage the rented equipment. According to the rule of the official contractor, any damage will be charged according to the equipment damage price list.

Each floor of the multi-storey stand is charged per m<sup>2</sup> according to the valid price list.

## Music on the stand

For every public broadcast of musical works, it is necessary to have permission and pay a fee to the organization SOKOJ.

We ask exhibitors who want to play music at their stand during the fair to contact the SOKOJ organization: +381 11 4022 444, office@sokoj.rs , www.sokoj.rs .