

# **HOURS OF OPERATION**

#### **Exhibition Location:**

North Convention Centre 1st Floor, North Lobby IFEMA • Recinto Ferial Avda. del Partenón, 5 28042 Madrid Spain

### **Exhibition Hours**

Tuesday, 16 September 10:00 a.m. to 5:00 p.m. Wednesday, 17 September 10:00 a.m. to 4:00 p.m.

## PPE - Personal protective equipment

If you need to access your booth outside of the official exhibitor move-in and move-out hours it is obligatory to wear a **hard hat, high-visibility vest and safety footwear**.

## **Exhibition Set-Up**

Monday, 15 September 12:00 noon to 6:00 p.m. Tuesday, 16 September 08:00 a.m. to 10:00 a.m.

# **Exhibition Move-out**

Wednesday, 17 September 4:00 p.m. to 6:00 p.m.

Exhibitors are **not** allowed to begin tear down prior to 4:00 p.m. on Wednesday. Please be respectful of attendees and your fellow exhibitors and wait until the closing announcement.

### Badge pickup and registration hours

Sunday, 14 September	3:00 p.m. to 5:00 p.m.
Monday, 15 September	7:45 a.m. to 5:00 p.m.
Tuesday, 16 September	8:00 a.m. to 5:00 p.m.
Wednesday, 17 September	8:00 a.m. to 5:00 p.m.
Thursday, 18 September	8:00 a.m. to 4:00 p.m.

#### **AFTER HOURS**

- Only registered Exhibition Staff and authorised set-up crew will be allowed in the Exhibition Hall during build-up times.
- Any exhibitor needing to stay after hours must inform <u>Exhibition Management</u> prior to the
  event and, in accordance with SPIE rules, wear his/her exhibitor badge, provide personal/
  company identification (driver's license, business card), and sign in and out with the security
  guard at the hall entrance. This rule will be strictly enforced to provide maximum security to
  exhibitors.