

EXHIBITOR DETAILS			
Company Name			Stand No.
Address			
City	PO Box	Post Code	Country
Contact Name:		Position	
Tel.	Mobile	Fax	
Email	Signature	Date	

RETURN DETAILS	
Please submit to the Organiser Office onsite	
For any inquiries, please contact operations team	
Email	
Print	Submit

Provide the information required below to enable us to process your hall access request through the venue security department.

HALL ACCESS REQUEST DETAILS	
Contractor Name:	
Contractor Contact Person:	
Mobile Number:	
Work to be done:	
Number of hours required:	
Start time:	
Number of workers:	

VEHICLE ACCESS	VEHICLE 1	VEHICLE 2	VEHICLE 3
VEHICLE TYPE			
VEHICLE PLATE NUMBER			

Venue rules and regulations

- This form must be submitted at the Organiser Office onsite **at least 4 hours** prior to the closing hour of the show on the day the maintenance work will be carried out.
- Only minor maintenance works are allowed such as graphic installation/adjustments, electrical troubleshooting, etc.
- Major stand fitting works will not be permitted once the Exhibition opens.