



**WORLD FUTURE
ENERGY SUMMIT**

Dear **Exhibitor**,

Welcome to **WORLD FUTURE ENERGY SUMMIT 2024!**

We would like to introduce ourselves as your dedicated appointed official contractor for all your exhibition requirements.

This manual contains essential information about what is included in the stand package that you booked with the Organizer. We'd greatly appreciate it if you can carefully read and follow the instructions closely to ensure we have the ability to create the most successful event experience possible for you. Please be sure to adhere to the deadlines stipulated on each of the order forms, while if you have any queries please feel free to contact us, details of which are below.

We look forward to seeing you at the **ABU DHABI NATIONAL EXHIBITION CENTRE (ADNEC)** from **16th – 18th April 2024** when the team will be working together to enhance your experience at **WORLD FUTURE ENERGY SUMMIT 2024**.

DXB LIVE Exhibitor Service

In order to assist you with all your pre-ordered and pre-paid services, we have recently launched the **DXB LIVE Exhibitor Experience Centre team** who will assist you with general enquiries on products & services, how-to order, service delivery confirmation and after-sales support request or complain. Please reach out to the team via following channels:

Call : **Global Helpline +971-4-389-3901**

Email : DXBLiveCC@dwtc.com

Wishing you a successful event,

OFFICIAL CONTRACTOR

DXB LIVE, DWTC

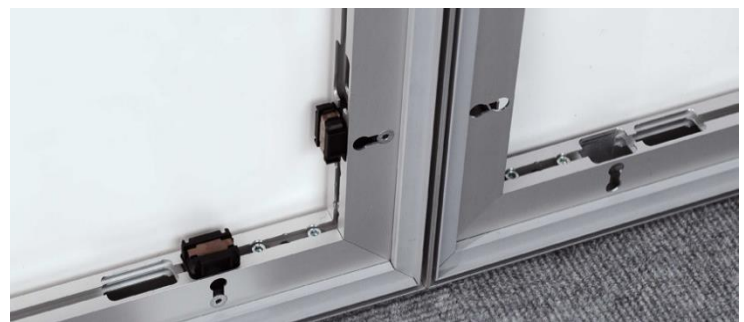


STAND FITTING AND ELECTRICAL CONTRACTOR

The Official Stand Fitting and Electrical Contractor for **WORLD FUTURE ENERGY SUMMIT 2024** is **DXB LIVE** who is responsible for stand building and maintenance of SYMA System stands throughout the period of the exhibition.

STANDARD, HYBRID, PLATINUM, ENHANCED STANDS IN SYMA X-WALL SYSTEM

Stands in SYMA X-WALL system are constructed using our SYMA X-WALL aluminum profile. The structure includes a pre-assembled 3mH frame, Infill panels on both sides and a Fascia beam.



Our kit also comes with a range of add on accessories to enhance/cater to your additional requirements. ***DXB Live reserves the right to impose charges on any modifications applied to any parts of the Basic, Hybrid, Platinum, and Wooden stands.***

FASCIA

The fascia name board consists of Exhibitor's company name and stand no. in computer vinyl sticker cut to be applied on a fascia board. All shell scheme exhibitors are requested to submit the Fascia Form thru our online portal at https://www.eventplus.ae/WFES/shell-scheme-fascia-form/category/ShellschemeFascia_form .

Failure to complete on time will result in the fascia name being printed as Company name displayed on your contract / exhibitor list received from the Organizer. Any changes made onsite due to late/no submission of fascia name will be subject to an additional cost to be covered by the Exhibitor.





ELECTRICALS (Lights & Socket)

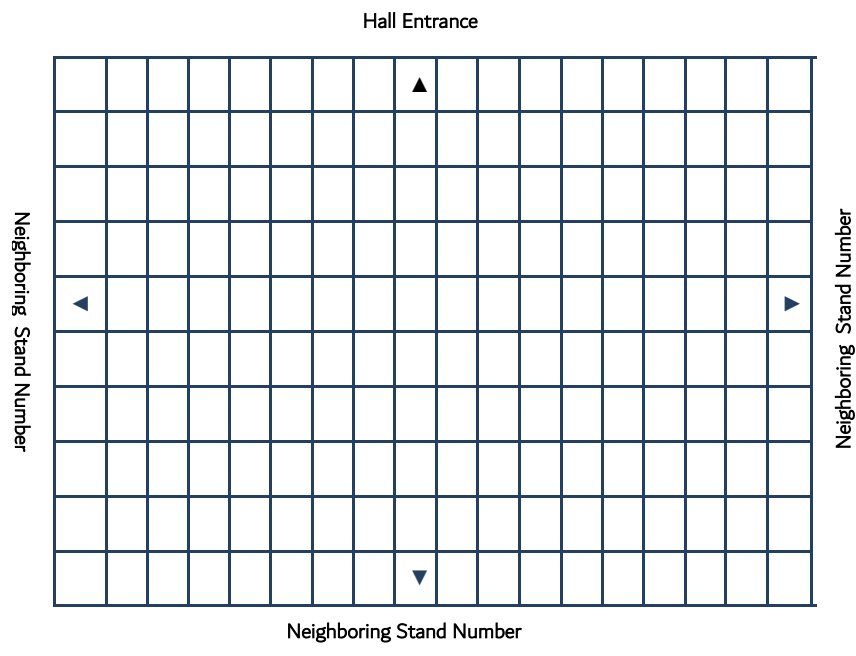
Basic, Hybrid, Platinum and Wooden Stands are provided with 200 Watts single socket (3-pin standard socket) and 3 x 20 Watts LED spotlights mounted on fascia beam per 9 sqm. Lights will be fitted behind the fascia.

Platinum Stands are provided with 200 Watts single socket (3-pin standard socket) and 3 x 20 Watts downlights per 9 sqm. Lights will be on the wooden pelmet.

All stands will have a single socket outlet at 40 cm from floor level on the rear wall. Additional lighting or power points may be ordered through our online shop. If you require your power socket to be positioned in specific locations on your stand, please mark on the Grid Plan provided on the next page. If you do not indicate positions, the fitments will be fixed in positions by our staff and any changes/relocation onsite will incur charges amounting to AED 50.00.

All electrical works on Basic, Hybrid, Platinum, and Wooden stands must be done by DXB LIVE electricians. Items not supplied and fitted by DXB LIVE may be removed from your stand. Please contact us in advance if you require any assistance. Any issue needs to be addressed to the onsite office for quick and immediate assistance.

**Some stands may be required to have the distribution board within their stand structure, when and as required, at the discretion of DXB Live electrical team.*





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FURNITURE

Stands booked with the Organizer come with a specific furniture package, depending on the type of stand booked. Please refer to the stand perspective and package for more information.

DXB LIVE has a complete range of furniture, stand fittings, graphics, lighting and audio visual to decorate your stand. All items supplied by DXB LIVE are on a rental basis. For more details, please log in to our website at <https://www.eventplus.ae/WFES>

FLOOR COVERING

All stands will have one unique color of exhibition carpet. If Exhibitors want to change the package color, they have to order it through the online shop at <https://www.eventplus.ae/WFES>.

SIGNAGE / COUNTER & FASCIA LOGOS / PANEL GRAPHICS

DXB LIVE can provide you with graphics and signage should you require any. Once the order has been placed through our online shop, the ready-to-print artwork needs to be sent to us in Hi resolution (*AI or EPS format*) in order to print. Payment made prior to the build-up of the exhibition will ensure your stand is ready on your arrival. ***Graphics will not be printed until payment has been received.***

Any graphic applied on our panels has to be removed on the last day of the show. A reminder will be sent to each exhibitor prior to opening of the show. Failing to do so will incur a charge of AED 75 per panel. Any damage done to the panel will incur a charge of AED 100 per panel.

DXB LIVE has a complete range of furniture, stand fittings, graphics, lighting and audio visual to decorate your stand. All items supplied by the DXB LIVE are on rental basis. For more information on the service, please log on to <https://www.eventplus.ae/WFES>





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STAND EXTRAS

Stand extras (e.g storage areas, shelves, AV) are some of the options to store or display item products. You may place your order through the online shop at <https://www.eventplus.ae/WFES>. If you need guidance, please do not hesitate to give us a call at +971-4-306-4713 / Global Helpline +971-4-389-3901.

AUDIO VISUAL

DXB LIVE has a complete range of audio visual on rental basis. For more details on rental cost and deadline, please visit our website at <https://www.eventplus.ae/WFES>



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STANDARD SHELL SCHEME

STAND PACKAGE AND PERSPECTIVE (3m x 3m – 9sqm)

Please note the below visual is for reference only. The space booked with the Organizer may look different depending on the stand size, location and orientation. Some larger stands may require more additional support. It is recommended you check with the Organizer for confirmation.

Structure / Fascia and Flooring	Furniture Package	Electrical Fittings Package
<ul style="list-style-type: none"> 1 x Structure as per design, built using Syma X-Wall profiles 3mH 1 x Vinyl cut out Company Name and Stand Number on X-Wall Fascia 1 x Exhibition Grade carpet floorcovering 	<ul style="list-style-type: none"> 3 x Syma Strike Chairs 1 x Round Table 1 x Waste Bin 1 x Syma Counter (No Logo) 	<ul style="list-style-type: none"> 1 x Power Outlet (UK 3Pin Socket 200Watts/220V) 3 x 20 Watts SYMA LED spotlights

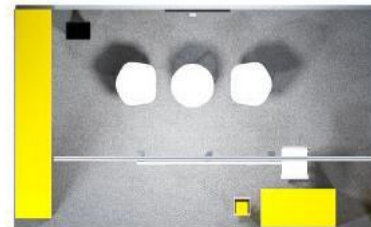


HYBRID STAND

STAND PACKAGE AND PERSPECTIVE (4m x 3m – 12sqm)

Please note the below visual is for reference only. The space booked with the Organizer may look different depending on the stand size, location and orientation. Some larger stands may require more additional support. It is recommended you check with the Organizer for confirmation.

Structure / Fascia and Flooring	Furniture Package	Graphics Package	Electrical Fittings Package
<ul style="list-style-type: none"> 1 x Structure as per design, built using X-Wall profiles 3mH 1 x Vinyl cut out Company Name and Stand Number on X-Wall Fascia 1 x Exhibition Grade carpet floorcovering 	<ul style="list-style-type: none"> 2 x Moca Chairs 1 x Moca Coffee Table 1 x Waste Bin 1 x SYMA Lockable Counter 1 x Brochure Rack 1 x 43" TV Screen 1 x Bar Stool 	<ul style="list-style-type: none"> 1 x Wall Branding – 0.98mW x 1.5mH 1 x Logo on Syma Counter 	<ul style="list-style-type: none"> 1 x Power Outlet (UK 3Pin Socket 200Watts/220V) 3 x 20 Watts SYMA LED spotlights



PLATINUM STAND

STAND PACKAGE AND PERSPECTIVE (5m x 3m – 15sqm)

Please note the below visual is for reference only. The space booked with the Organizer may look different depending on the stand size, location and orientation. Some larger stands may require more additional support. It is recommended you check with the Organizer for confirmation.

Structure / Fascia and Flooring	Furniture Package	Graphics Package	Electrical Fittings Package
<ul style="list-style-type: none"> 1 x Structure as per design, built using X-Wall profiles 3mH 1 x Vinyl cut out Company Name and Stand Number on X-Wall Fascia 1 x Exhibition Grade carpet floorcovering 1m x 1m Storage (1 Panel + 1 Door) 2 x SYMA Lightbox Panels 	<ul style="list-style-type: none"> 2 x Single Seat Sofa 1 x Coffee Table 1 x Waste Bin 1 x Brochure Rack 1 x 43" TV Screen 1 x Custom Counter 1 x Bar Stool 	<ul style="list-style-type: none"> 2 x Lightbox Panel Graphics 1 x Logo on the Custom Counter 	<ul style="list-style-type: none"> 1 x Power Outlet (UK 3Pin Socket 200Watts/220V) 3 x Downlights

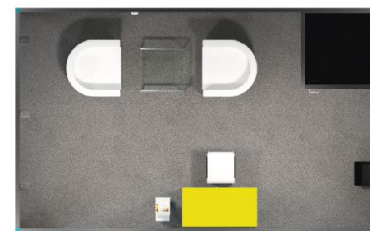


ENHANCED STAND

STAND PACKAGE AND PERSPECTIVE (5m x 3m – 15sqm)

Please note the below visual is for reference only. The space booked with the Organizer may look different depending on the stand size, location and orientation. Some larger stands may require more additional support. It is recommended you check with the Organizer for confirmation.

Structure / Fascia and Flooring	Furniture Package	Graphics Package	Electrical Fittings Package
<ul style="list-style-type: none"> 1 x Structure as per design, built using X-Wall profiles 3mH 1 x Vinyl cut out Company Name and Stand Number on X-Wall Fascia 1 x Exhibition Grade carpet floorcovering 1m x 1m Storage (1 Panel + 1 Door) 	<ul style="list-style-type: none"> 2 x Single Seat Sofa 1 x Coffee Table 1 x Waste Bin 1 x Brochure Rack 1 x Syma Counter 1 x Bar Stool 	<ul style="list-style-type: none"> 1 x Logo on the Syma Counter 	<ul style="list-style-type: none"> 1 x Power Outlet (UK 3Pin Socket 200Watts/220V) 3 x 20 Watts SYMA LED spotlights



STAND FURNITURE PACKAGE DETAILS

STANDARD SHELL SCHEME STAND PACKAGE							
Stand Size	SQM	Spot Light	Socket	Table	Chair	Waste Bin	Counter
9	SQM	3	1	1	3	1	1
12	SQM	4	1	1	3	1	1
15	SQM	5	1	1	3	1	1
18	SQM	6	2	2	6	2	2
21	SQM	7	2	2	6	2	2
24	SQM	8	2	2	6	2	2
27	SQM	9	3	3	9	3	3

HYBRID STAND PACKAGE										
Stand Size	SQM	Spot Light	Socket	Table	Moca Chair	Waste Bin	Counter	Bar Stool	Brochure Rack	43" TV Screen
9	SQM	3	1	1	2	1	1	1	1	1
12	SQM	4	1	1	2	1	1	1	1	1
15	SQM	5	1	1	2	1	1	1	1	1
18	SQM	6	1	1	2	1	1	1	1	1
21	SQM	7	1	1	2	1	1	1	1	1
24 -27	SQM	8	2	2	4	2	2	2	2	2

PLATINUM STAND PACKAGE										
Stand Size	SQM	Down Light	Socket	Coffee Table	Single Seat Sofa	Waste Bin	Counter With Logo	Bar Stool	Brochure Rack	43" TV Screen
15	SQM	3	1	1	2	1	1	1	1	1
18	SQM	4	1	1	2	1	1	1	1	1
24	SQM	5	1	1	2	1	1	1	1	1
27	SQM	6	1	1	2	1	1	1	1	1
30	SQM	7	2	2	4	2	2	2	2	2



ENHANCED STAND PACKAGE									
Stand Size	Spot Light	Socket	Coffee Table	Bucket Sofa	Waste Bin	Counter With Logo	Bar Stool	Brochure Rack	
15	SQM	3	1	2	1	1	1	1	1
18	SQM	4	1	2	1	1	1	1	1
24	SQM	5	1	2	1	1	1	1	1
27	SQM	6	1	2	1	1	1	1	1
30	SQM	7	2	4	2	2	2	2	2



Note:

- Any exhibitors who wants to change the carpet color, will be extra cost and can be done by ordering through our online portal.
- Main power supply provided is only for the spotlight & socket. Any exhibitor that will display machine and requires more power, will need to order separate line through our link <https://www.eventplus.ae/WFES> to ensure there is no power trip.
- Any item provided as a package along with the stand, cannot be replaced with other items.
- Some stands may be required to have the distribution board within their stand structure, when and as required, at the discretion of DXB Live electrical team.



STAND DIMENSION FOR EXHIBITOR GRAPHICS OPTIONS & GUIDELINES

DXB LIVE can provide you with graphics and signage should you require any. Once the order has been placed through our online shop, kindly note on the following artwork guidelines:

<p>Panel Branding</p>	<p>Per panel sizes: 980mm x 3000mm Vinyl Graphics on each panel</p> <p>High-quality, digital-printed vinyl graphics that is applied directly to the shell scheme panel</p> <p>Exhibitor must provide ready to print artwork files in AI/EPS format using Adobe Illustrator. The resolution has to be 300 DPI for artwork. 5cm bleed is required on all sides.</p> <p><i>For graphics orders, please log on to https://www.eventplus.ae/airportshow</i></p>	
<p>Seamless Branding</p>	<p>Per panel sizes : 1000mm x 3000mm Banner Graphics on each panel</p> <p>High-quality, digital-printed seamless banner graphics that is applied directly to a shell scheme.</p> <p>Exhibitor must provide ready to print artwork files in AI/EPS format using Adobe Illustrator. The resolution has to be 300 DPI for artwork. 5cm bleed is required on all sides.</p> <p><i>For graphics orders, please log on to https://www.eventplus.ae/airportshow</i></p>	

Artwork guidelines:

- The ready to print files should be in an illustrator (.ai) format.
- Submit artwork files to SignGraphics@dwtc.com immediately once order has been submitted and paid. The title should contain the order ID of the order.
- If the whole artwork consists of one image then a Photoshop eps file. provided, all colors saved as CMYK and Pantone reference for the same should be provided if required.
- All images should be in high resolution and saved as eps files. These then should be the illustrator artwork. The Resolution to be 300 DPI for artwork.
- Payment made prior to the build-up of the exhibition will ensure your stand is ready on your arrival. **Graphics will not be printed until payment has been received.**

Any graphic applied on our panels has to be removed on the last day of the show. Failing to do so will incur a charge of AED 75 per panel. Any damage done to the panel will incur a charge of AED 100 per panel. *For more information on the service, please log on to <https://www.eventplus.ae/WFES>*





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STAND RULES & REGULATIONS

1. Exhibitors are **NOT** allowed to change the booth format by dismantling the Shell scheme or removing any integral part of it without prior written approval from Organizer or DXB LIVE.
2. All Exhibitors who avail of the shell scheme package must submit the fascia name on or before **29 March 2024**.
3. No additional stand fitting or display items may be attached to the shell scheme stand structure.
4. The use of nails, drilling, and painting are **NOT** allowed on the system panel. Any damage panel/s will be charge to the Exhibiting Company at a rate of AED 550 per panel.
5. Exhibitors may affix lightweight posters, printed graphics using vinyl sticker. Any graphics applied on our panels by a **Non-DWTC company**, will have to remove the graphics on the last day of the event after the show closes. Any glue residue left on the panel will have to be cleaned or a 550AED/Panel will be charged. This will be monitor onsite by DXB Live team.
6. **Exhibitors are NOT allowed to fix any graphics directly pasting to our shell scheme panel.** Any damage made to the panels will be charged back to the Exhibitor at a rate of AED 550 per panel.
7. **NO** financial credit will be given by DXB LIVE for any items in the shell scheme package not utilized.
8. Package items cannot be changed or substituted by other items.
9. Any panels requested beyond the shell scheme package allocation are available at an additional cost and must be ordered prior to the move-in date. Any onsite orders are subject to availability.
10. Any Exhibitor occupying a corner booth is **NOT** permitted to close any part of the corner, unless approved by the Organizer. Exhibitor should notify the Organizer/DXB Live at least one week before the event. Any onsite changes is subject to availability.





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SPACE ONLY EXHIBITORS (*Special Design Stands*)

1. DXB LIVE can provide all raw space exhibitors a complete wide range of stand design fittings and construction. We are delighted to discuss your requirements, or you may contact Danielle Azzi at Danielle.Azzi@dwtc.com for more details/information.
2. All Space only exhibitors also have the option to order for carpet, furniture and electrical fittings through our online shop.
3. It is the responsibility of the exhibitors taking space only to make their own flooring (i.e. carpet/platform) for their stand area.
4. All booth areas must have either carpet or other suitable floor covering. The use of paint or glue on the floor of the exhibition hall is strictly prohibited. Digging holes nails and screws are not allowed within the Halls. Exhibitors are liable for any damage caused.
5. For Utilities/Electrical and Waste & Water, kindly fill in the necessary order document in our online shop & indicate in the grid plan the approximate location of each item. If grid plan is not completed, DXB LIVE will position the items at a default position. Any onsite relocation will be subject to a relocation fee. Payment needs to be settled before we do the relocation.
6. To avoid any power supply tripping/disruption, please order the required power supply for your stand. DXB Live/Organizer will not be responsible for insufficient power supply that may cause power tripping.
7. For safety reasons, please do not use the back space of stand to keep any empty boxes or any other hazardous material that may cause fire.
8. All raw space exhibitors and their contractors are responsible for ensuring that at the end of build/dismantling; their area should be clear from any rubbish or litter and no damage to the occupied space/area.
9. Removal of construction waste and packaging materials is the responsibility of the exhibitors and their appointed contractors. The Organizer reserves the right to charge the exhibitors for the removal of excessive waste and garbage.





Fascia Guidelines

(Applicable to Basic, Hybrid, Platinum, and Enhanced Stand Exhibitors only)

DEADLINE : 29 March 2024



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Please complete your fascia form online using the below link:

https://www.eventplus.ae/WFES/shell-scheme-fascia-form/category/ShellschemeFascia_form

The below are sample visuals depending on the stand type booked with the Organizer.

For further assistance, kindly contact us at dxblivecc@dwtc.com



Standard Shell Scheme Stand



Hybrid Stand



Platinum Stand



Enhanced Stand

TERMS AND CONDITIONS

1. The cost of company name board / fascia panel(s) is covered by the space rental charges for your Stand.
2. Your company name and stand number will be printed on a standard fascia panel and fixed to the side or edge of your stand at no additional cost.
3. Receipt of this form cannot be confirmed due to the volume received.
4. Should this form not be returned by the deadline date, the name shown on your contract / exhibitor list will be that used for your name board(s).
5. Any changes to be made as a result of illegible handwriting and / or any alterations required onsite will be charged at AED95 per fascia panel.
6. Type your name using both upper and lowercase, however the Organizers may choose to produce all name boards using capitals.
7. In all cases, abbreviations will be used, i.e., "Limited" becomes "Ltd.", "Company" becomes "Co.", etc. unless specified otherwise.
8. Company logos can be printed on the fascia at an additional cost. Please contact us for a quote / further information.
9. If you are a space only stand, please do not complete this form.

