



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

RETURN DETAILS	
APPLICATION DEADLINE 09 December 2024	
Attn: Operations Department	
RX Middle East	
Email	operations@reedexpo.ae
Print	Submit

Please supply the necessary information below to enable us to process the approval and schedule proper entry of your vehicle to the exhibition halls and to your display stand.

No.	Car Model	Registration Number	Color	Arrival Date	Arrival Time	Location
1						
2						
3						
4						
5						
6						

Venue Rules and Regulations

- ❖ Permission must be requested at least a month prior to the show.
- ❖ Fuel must be reduced to a minimum level (1/4) before entering the Halls.
- ❖ Batteries should be disconnected and tape the leads.
- ❖ Vehicle keys must be handed over to ADNEC Security after inspection by the Health and Safety team.
- ❖ The vehicle must be static, and engine is switched off for the duration of the event.
- ❖ Lockable fuel cap and a Drip tray under the engine must be in place.
- ❖ 24hr Contact Name and Number to be given to the Organizers.
- ❖ ADNEC and the Organizers accepts no responsibility for any vehicle that is damaged when being brought in or out of the hall or once in its final position.
- ❖ ADNEC and the Organizers will not be responsible in cleaning any vehicles.
- ❖ Any damage caused to the venue because of vehicle movement will be charged back to the exhibitor.

Floor Loading

- ❖ **MAXIMUM load in all Halls and external areas is restricted to no greater than 1,000 kg/m2, including duct/trench covers.**
- ❖ Any exhibitor or contractor who plans on having heavy machinery or display items on their stands which exceeds 1,000kg per square metre **MUST** submit their plans to the Organisers for prior approval.
- ❖ All heavy items must have Uniformly Distributed Load (UDL) while spreader plates are mandatory. Spreader plates should be supplied by the exhibitor or their contractor and should be fit for purpose.
- ❖ In certain circumstances, it may be necessary to create a 'road' through the Halls from the VE Doors to the stand for use when transporting the heavy kit.