

1. Move-in & Move-out Schedule

	CUSTOM-BUILT STAND	STANDARD BOOTH
Booth Construction	14 May 9 am – 10 pm 15 May 9 am – 12 noon	N/A
Booth Decoration	15 May 10 am – 8 pm All booths must be fully decorated by 8 pm	
Move-In Exhibits	15 May (Please refer to schedule as printed on the e-Vehicle Pass)	
Move-Out Exhibits	18 May (Please refer to schedule as printed on the e-Vehicle Pass)	
Termination of Booth Electricity	16 - 17 May 7 pm 18 May 6 pm	
Booth Dismantling including Additional Lighting	18 May 7 pm - 12 midnight	N/A

1.1 Exhibitors' Access

To allow preparation work for exhibitors during fair period, the exhibition halls will be opened for exhibitors at **9:30am** (except for the first day of the exhibition which would be opened at **9:00am**). **All exhibitors are reminded to wear exhibitors' badges when entering the exhibition hall. No exhibitors under 18 will be admitted.**

1.2 Over-time Penalty claimed by HKCEC

Exhibitors and/or their appointed contractors shall follow the move-in/out schedule. If the exhibitors or their appointed contractors work after 2400hrs on 14, 15 and 18 May 2024, they shall pay to the Organiser the over-time penalty claimed by HKCEC against the Organiser. The rate of the over-time penalty for individual hall is listed on section 4.2.4.