

TECHNICAL MANUAL

FISHERY • AQUACULTURE • PROCESSING

SEAFOOD EXPO EURASIA

ISTANBUL MAY 15-17, 2024



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CONTACT DETAILS

| Team role | Name | Telephone | E-mail |
|----------------------|---------------------|--------------------|-------------------------------------|
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EXHIBITION SCHEDULE

| | | |
|--------------------------|--|---|
| 12 May 2024 Sunday | from 09:00 till 20:00 | Stands buildup (custom and equipped stands) |
| 13 May 2024 Monday | from 09:00 till 20:00 | Stands buildup (custom and equipped stands) |
| 14 May 2024 Tuesday | from 09:00 till 16:00 from 09:00 till 20:00 from 16:00 till 20:00 | Stands buildup (custom stands) Stands buildup (equipped stands) All exhibitors can arrive to their stands |
| 15 May 2024 Wednesday | from 09:00 till 19:00 from 10:00 till 18:00 | Working hours of pavilions Exhibition is open for visitors |
| 16 May 2024 Thursday | from 09:00 till 19:00 from 10:00 till 18:00 | Working hours of pavilions Exhibition is open for visitors |
| 17 May 2024 Friday | from 09:00 till 17:00 from 10:00 till 16:00 from 16:00 till 18:00 from 18:00 till 20:00 | Working hours of pavilions Exhibition is open for visitors All exhibitors can remove their exhibits Dismantling (custom and equipped stands) |
| 18 May 2024 Saturday | from 09:00 till 20:00 | Dismantling (custom and equipped stands) |

Please note:

- The schedule of delivery of largescale exhibits must be agreed with the technical department of the Organizer.
- All equipment and water tank above 100 liters must be agreed with the technical department of the Organizer.
- Exhibitors with equipped space can arrive at their stands not earlier than May 14, 16:00.
- Please note that all exhibits and largescale cargo including packaging must be removed from the venue till May 17, 19:00 by means of exhibitors or their contractors.
- Equipped stands are to be finished by 20:00 on May 14.
- Exhibitors must check equipped stands no later than 18:00 of the last day of the buildup and in case of deficiency notify the Organizer.

VENUE

TÜYAP FAIR AND CONGRESS CENTER, HALL 3

Cumhuriyet Mahallesi Eski Hadımköy Yolu Caddesi 9/1,
34500 Büyükçekmece, İSTANBUL

GPS: N41.025574, E28.623765

GETTING TO TUYAP

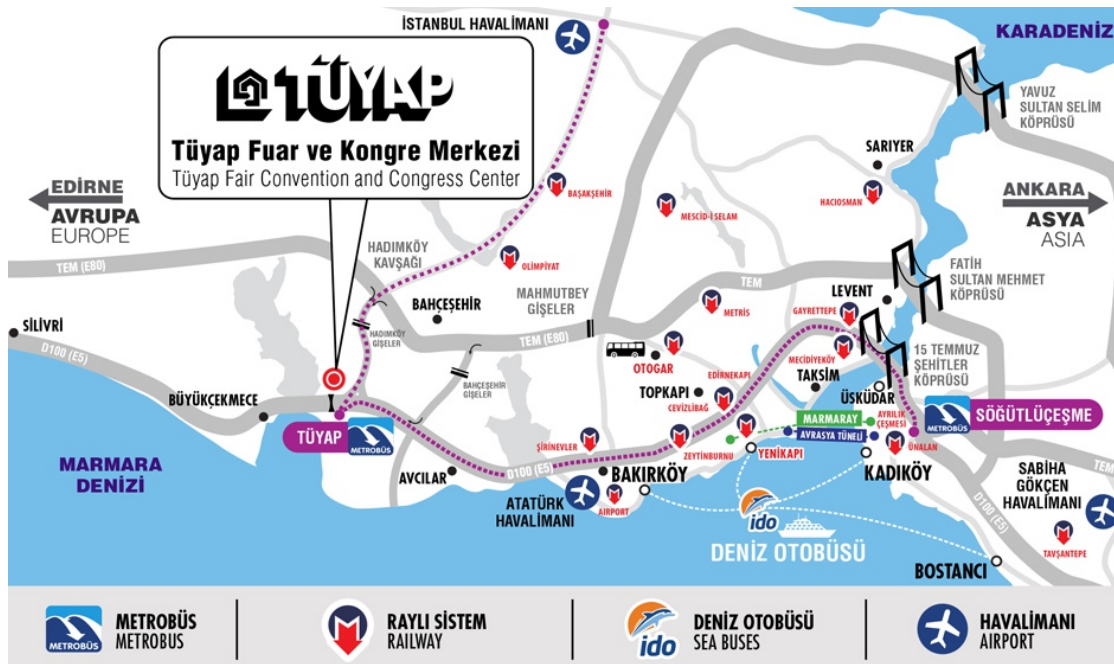
By public transport

If you want to get Seafood Expo Eurasia from the cultural center of the city or Istanbul Sabiha Gökçen International Airport (SAW), it is recommended to use **Metrobus 34** or buses **303, 401, 429, 448**. The trip will take up to 2 hours.

If you're arriving at Istanbul International Airport (IST), you can use direct airport transfer **HVIST-8**. Please check the schedule on the website <https://www.hava.ist/>

By car or taxi

The journey from Istanbul International Airport (IST) will take approximately 50 minutes, from the cultural center of the city or Istanbul Sabiha Gökçen International Airport (SAW) - about an hour and a half.



MAP OF THE VENUE



PAVILION SPECIFICATIONS

Max height of the stands **5.5 m**
 Max permitted loads on the floor: **3000 kg/per m2**
 Loading door 3A: H=8.00 m, W=7.90 m
 Loading door 3B: H=9.50 m, W=5.90 m

All stand projects and two-storey constructions need additional approval from a construction engineer registered to Chamber of Engineers.

PART 1. General information

Access to the venue

During buildup days exhibitors may enter the pavilion with badges or buildup passes which can be received in the registration area. After official time of buildup/dismantling/exhibition opening hours is over, any persons are not allowed to access the pavilion as the pavilions will be closed and sealed. The pavilions are opened only in presence of a responsible person from the organizers' team.

Delivery / removal of goods

Access of cars and trucks for the delivery of goods of exhibitors during the buildup and dismantling period is free of charge.

Loading / unloading

Please pay attention that exhibitors are not allowed to use their own special transport or exterior contractors for loading and unloading exhibits.

The exclusive right for logistics services on the territory of Tüyap Fair Convention and Congress Center belongs to

GRUPTRANS INTERNATIONAL TRANSPORT & TRADE CO.

www.gruptrans.com

Contact person: Mr. Ali Erel

Tel: + 90 212 426 27 28

Mail: info@gruptrans.com

To avoid extra fees while ordering the delivery/load/upload services please contact GRUPTRANS INTERNATIONAL TRANSPORT & TRADE CO. company in advance.

Trade at the exhibition

Any kind of trade, catering and consumer services on the territory of the exhibition can be carried out only with a written permission of the organizers of the exhibition and in accordance with the requirements of existing laws and other regulatory and legal acts regulating activities in the sphere of trade, public catering and consumer services.

Onsite equipment demonstration

Please pay attention that onsite demonstration of any equipment, large scale exhibits and water tanks above 100 liters on stands should be agreed with organizers' team and the venue. To get the approval please provide necessary documents to the technical department.

Insurance

The Organizers are to insure property interests in respect of their liability for exhibitors' life harm, injury, loss of capacity for work or property and in respect of exploitation of exhibition space during the event. In case of an insured event, the exhibitor must notify the Organizer thereof as soon as possible and receive documents and information necessary to evaluate the possibility of opening an insurance issue. The Organizer shall cooperate with the Exhibitor concerned and insurer in the course of the insurance case investigation and provide them all with any necessary information and documents upon reasonable request. The organizer shall not be responsible for exhibitors receiving an insurance compensation in case they did not provide the necessary information or documents. The Organizer's liability for each insurance case is limited. Therefore the exhibitors are recommended to arrange additional insurance (including insurance against injury, loss of capacity for work of the Exhibitor's representatives at the exhibition, damage to showpieces and other property used as a part of participation or loss thereof).

Pillars, ramps, hatches, breaker boxes

Pillars, fire points and/or utility connection points for your or near stands can be located within your stand area. In this case, power cables and pipes with a diameter of 50 mm, as well as electrical cabinets and breaker boxes can be placed in aisles or within your stand area **without your prior consent**. Please take it into account while planning to cover the area with a podium or floor tiles. For additional information please contact the technical department of the organizers' team.

On the territory of the exhibition hall there are technical hatches, access to which must be provided at any time. The closure of these technical areas with a reception, wall or other structures is strictly prohibited. The location of hatches is reflected on the hall floorplan.

Deadlines

Please note that all forms for additional equipment or services submitted later than April 15 will be accepted if it is possible technically and are subject to a surcharge of 50%.

Additional orders for equipment during the exhibition are subject to a surcharge of 100%.

PART 1. Information

Custom Stand Building

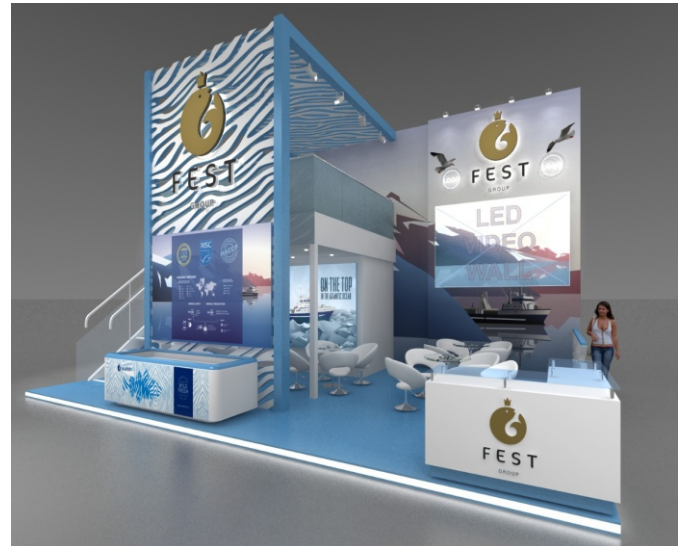
If you want your stand to fully reflect your corporate identity, using original and interesting design solutions to demonstrate your products and services as effectively as possible, we can help you. Ordering a custom build stand will enhance your visibility at the show. Due to our wide experience and understanding of specific nature of this sphere we can offer you a unique key-ready solution based on your opportunities and desires.

For ordering a custom build stand please contact:

technical@seafoodexpo Eurasia.com

All custom stands building at the exhibition is to be agreed with the Organizer's technical department. Exhibitor or contractor shall send the layouts for approval to the email:

technical@seafoodexpo Eurasia.com



Requirements for the stand design approval

- Solid walls along the open sides of the stand longer than 4 meters must have a gap of at least 2 m long or completely transparent filling (Plexiglas). Placement of any graphics on transparent filling between the solid walls is prohibited.
- A solid wall longer than 4 m should not be deepened less than 2 meters from the passageway.
- If there is a need to make a solid wall along any open side of the stand longer than 4 m, then its height can't be higher than 1m.
- It is forbidden to place any information about the company, advertising of products and company logos on suspensions or walls of the stand facing neighbors in the block.

Buildup rules, fire and electricity safety rules

Written according to the provisions of TÜYAP OCCUPATIONAL HEALTH AND SAFETY directive, this guide aims to define basic rules related to occupational health and safety and ensure that each and every personnel behaves accordingly.

Download:

https://seafoodexpo Eurasia.com/files/Health_&_safety_guide.pdf

Please adhere to these rules when performing construction work on the territory of the TÜYAP exhibition center.

Catering and tasting show at stand

Cooking and holding tasting sessions at exhibition stands must be agreed with the organizer and must comply with the following requirements:

1. Cooking must only be done using electric ovens.
2. The stand must be fitted with a professional extractor hood with a filter to neutralize odors.
3. Open flames, smoke or strong odors are prohibited.
4. The exhibitor must comply with the Fire Safety Regulations.
5. Tasting sessions must comply with hygiene standards. The exhibitor must ensure proper waste disposal as well as keeping the stand and surrounding area clean.
6. In case of complaints from other exhibitors, the organizers reserve the right to terminate the cooking and food tasting.

PART 1. Information

Equipped space

The construction of equipped spaces is provided by the organizer. There are two types of equipped space – A, B available to order. You may specify the type you've ordered in your contract.

Please note that to stabilize the stand it may be necessary to include additional elements without exhibitors' prior consent. Placement of electrical cabinets on your stand is to be decided onsite during the buildup period. If the fascia size is longer than 4 meters, an extra supporting construction will be added.

Equipment included in the standard package cannot be changed for other types either with extra payment or not.

In case of refusal from the standard equipment/furniture, their costs are not compensated.

Cleaning

General cleaning of the aisles will be carried out every morning prior to opening as well as the removal of small amounts of refuse, which is put in plastic bags or cartons in front of the stand in the evening.

You may order a daily individual cleaning for your stand filling the form №4.

Wet cleaning can be ordered for stands with hard floor covering only.

Supporting cleaning includes maintaining of cleanness in the stand during the whole exhibition day. The cleaning personnel is to control the space at least once per hour.

Security

General security for the pavilion is included in the cost of renting a stand space. It is recommended to have at least one member of your company at the stand at all times, from when the exhibition opens to when the hall is closed by the security team, to ensure the security of your exhibits and personal items (see Exhibition schedule).

The organizers and exhibition center do not bear responsibility for any losses occurred from the moment the hall is opened till the hall is closed by the security team.

Within half an hour after the end of the official time of buildup, the hall is vacated from exhibitors and sealed by security till 09:00 a.m. the next exhibition day. The exhibition hall is opened only in the presence of the organizers of the exhibition.