

## PASSES, BADGES

**The badges (Exhibitor passes)**, which will be valid during the exhibition opening hours, the set-up, and dismantling periods, can be requested at the **registration desk on the 21<sup>st</sup> of October (09:00 to 18:00)** in the lobby of **Pavilion 1**. Please always have your participant badge with you.

**Assembly passes** for your personnel involved in set-up/dismantling will be issued in the Service Centre of the pavilion from 08:00 to 20:00 on the days of set-up and dismantling. Assembly passes will be invalid during the exhibition working hours.

To obtain assembly passes, you shall apply to the Service Centre specifying the participating company, surname, first name, and patronymic of the personnel involved in set-up (**Application Form A is enclosed**).

The application may be submitted by contracting companies having contractual relations with Crocus Expo, the General Builder, or the Organiser. Requests from outside companies, which are not participants of the Event, will not be accepted.

To receive assembly passes, the corresponding **GOODS IN/GOODS OUT letter** must be presented along with the **letter for assembly passes**. If nothing is being brought in, the Organiser's mark (confirming approval) is required on the letter for assembly passes. To reduce the waiting time when you receive the passes, you can send a letter for assembly passes to the Service Centre of your pavilion via email (specified in Application Form A) in advance to prepare the required number of passes. **During the exhibition, working/assembly passes are not valid!**

**Assembly passes for Builders** should be obtained in advance from BuildExpo during the accreditation process.

**VIP parking passes** ordered and paid for in advance can be collected from the Organiser's office from the first day of installation. VIP parking passes are not valid for trucks and vans, as well as vehicles with advertising information of any kind. These passes allow parking from 08:00 to 20:00.