AfGLNG 2026

EXHIBITOR MANUAL

Africa Gas & LNG Summit

11 – 13 November 2026

Joaquim Chissano International Conference Centre (CICJC)

Maputo, Mozambique

Exhibitor Manual

This manual covers everything you need to prepare your stand. It does not contain general event Information which can be found on the Attendee Information Page — and that page is the one to bookmark.

Our team is here to help. Please do not hesitate to reach out at any stage - Haany Halim & Marwa Shawky (**africaops@gep-events.com)**

Quick links

- **Exhibition floorplan**
- **Attendee Information Page** — Everything else - venue, transfers, accommodation, visa, programme, event app

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Exhibition schedule

Exhibition build

Date	Access	What happens
Sunday 8 November	From Noon - Space-only contractors	Contractor load-in. Stand structures and flooring. Signage installation begins.
Monday 9 November	Space-only contractors	Stand graphics and dressing. AV load-in.
Tuesday 10 November	All exhibitors — final day of build and handover	Contractor handover, then exhibitors dress their own stands. Space-only builds complete. Every stand must be finished, clean and clear by the end of the day — there is no build or touch-up access on Day 1.

Build hours: 07:00 – 20:00 on each of the three build days, Sunday 8, Monday 9 and Tuesday 10 November.

Exhibition opening hours

Date	Hours	Open to
Wednesday 11 November	10:00 – 17:00	Delegates only
Thursday 12 November	10:00 – 17:00	Delegates only
Friday 13 November	09:00 – 15:30	Delegates, trade visitors and the general public

The final day, Friday 13 November, is a half day and the exhibition is open to trade visitors and the general public as well as delegates. Please plan your stand staffing accordingly.

Exhibition opening hours are published on the Attendee Information Page and are kept up to date there.

All exhibitors must be staffed and ready at their stands before the exhibition opens on Wednesday 11 November. Day 1 is a full conference day, so there is no build or touch-up window that morning — your stand must be complete by the end of Tuesday 10 November. Day 1 builds to an evening reception attended by senior government, so stands must be ready and presentable into the evening.

Exhibition breakdown

Date	Access	What happens
Friday 13 November	From 15:30, after the exhibition closes	Stand dressing, graphics and small items out. Nothing may be dismantled before the official close.
Saturday 14 November	All day	Full breakdown. Structures, flooring, carpet, tape and all materials removed. Nothing may be left in the hall.

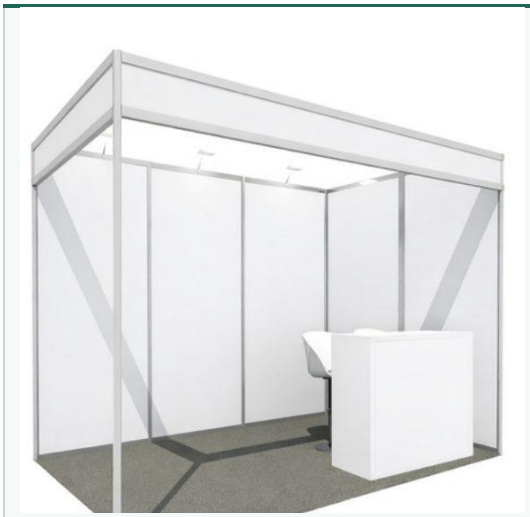
Badge collection

We strongly encourage you to collect your badges in advance to avoid queues on site. Collection times, and the form for collecting your team's badges together, are at the back of this manual.

Shell scheme stands

The official shell scheme and stand contractor for AfGLNG 2026 is **Greenbush** — Fabio Gião. Orders and artwork: **orders@greenbush.co.mz**.

Standard shell scheme



Standard shell scheme booth, 2 × 3 m

Includes:

- Modular structure with fascia panel
- Branded fascia panel carrying your company name
- Counter
- 2 × metal barstools
- Carpet
- Lighting
- Power point with multi-plug
- Dust bin
- Branding of the walls is not included

Print areas

Wall panel print area 97 × 241 cm (panel is 100 × 250 cm)
Fascia print area 197 × 32 cm on a 2 m side, 297 × 32 cm on a 3 m side
Counter 100 × 100 cm

The above all comes with your shell scheme package. Greenbush do offer 2 upgraded options which offer items like branding, seamless branding, and equipment. Please speak to Greenbush directly for costs and more information.

Power

Your stand comes with one power point and a multi-plug. We need to know everything on your stand that needs power.

- Email us a list of every item that plugs in, with quantities, to africaops@gep-events.com, or
- Fill in the Stand Power Requirements Form at the back of this manual and send it back.

Anything you do not declare will not have a socket, and adding power on site is not always possible. Extra power, three-phase supply and special connections are ordered through Greenbush.

The sockets, plug and cabling on your stand are installed by Greenbush. The power supply itself is provided by the venue.

Artwork and additional items

All stand graphics are produced by Greenbush. Artwork is sent to orders@greenbush.co.mz.

File requirements

- Artwork supplied as a vector PDF.
- 300 DPI or higher.
- All artwork must sit inside the marked printing areas — anything outside them will be trimmed by the structure.
- Confirm your exact panel configuration with Greenbush before you begin artwork. Inline and corner booths have different fascia layouts.

Artwork deadline: please contact Greenbush to agree your artwork deadline and any associated costs.

Additional items

Additional furniture, AV, screens, graphics, storage and extra power can be ordered directly from Greenbush. Orders are placed and paid directly with the contractor.

Official logistics and transport partner

Quinta Essência Lda are the official logistics and transport partner for AfGLNG 2026. They handle freight forwarding, customs clearance, port and airport handling, storage and delivery to stand for exhibitors shipping material into Mozambique. They also provide airport meet and assist and airport transfers for exhibitor teams arriving in Maputo.

Freight forwarding and customs clearance into Mozambique
Port and airport handling, storage and delivery to stand
On-site handling during build and breakdown, and return shipping
Airport meet and assist on arrival and departure
Airport transfers to and from your hotel

Please contact them as early as you can. Customs clearance into Mozambique takes time, and a late shipment is the most common reason a stand is not ready for opening. Airport meet and assist and transfers should be booked in advance so your team is met on arrival.

Emmerssia Polana — Quinta Essência Lda — **epolana@qe-mz.com** — +258 21 497 827

Space-only stands

A space-only stand is bare floor space and nothing else. There is no structure, fascia, carpet, furniture, lighting or power — you appoint your own contractor and build everything, and any power you need is ordered separately. We strongly recommend to use the appointed contractor on site, Greenbush, who are experts in custom stand building.

What we need from you

All space only stands require design approval.

Please send the below items to africaops@gep-events.com as early as you can.

- Your appointed contractor's name and contact details
- Scaled plans and elevations
- A 3D render
- Maximum build height
- Electrical layout – list of all items that require power on your stand

No space-only build may start until your design has been approved.

Build rules

- Maximum height 3 m. Anything higher needs written approval
- Rear or side facing walls visible to neighbouring stands must be plain white or neutral. No branding.
- No fixings, suspensions or attachments to the venue structure, venue infrastructure or neighbouring stands.
- All stand electrics must be installed by the official electrical contractor and pass inspection before connection.
- Carpet and floor coverings are your responsibility. All tape must be fully removed at breakdown.

Rules and regulations

Insurance: The organisers will not be held responsible for the safety of articles brought to site by exhibitors, their staff or contractors. Exhibitors must arrange their own insurance and indemnify the organisers against any loss, damage or injury caused by their staff, agents or contractors.

Payment: Exhibitors will not be allowed to occupy their space until full payment has been received.

Sales: "Over the counter" cash sales are not permitted.

Promotions: Brochures, flyers and promotional activity must be confined to within your own stand. No distribution in aisles, at entrances or in the conference room.

Electrical work: Only the official electrical contractor may carry out electrical installations. All installations are subject to on-site inspection before connection.

Outside contractors: Space-only contractors must be approved in writing by the organisers in advance and accepted by the venue. CICJC reserves the right to accept or refuse any company an exhibitor wishes to contract, and requires full names and contact details for all of them. Exhibitors are liable for their appointed contractors' compliance with these rules.

Breakdown: All stands must remain fully operational until the official close on Friday 13 November. Early breakdown is not permitted.

Security and protocol: AfGLNG 2026 is a government-hosted event and senior government attendance is expected. Access, timings and screening arrangements may be varied at short notice by the protocol and security authorities. Exhibitors must comply with all instructions given on site and must be staffed at their stands before any official visit.

Force majeure: The organisers will not be liable for any cancellation, postponement or alteration due to circumstances beyond their control.

We look forward to welcoming you to Maputo in November. Please reach out at any stage — our team is here to help you make the most of AfGLNG 2026.

Warm regards,

The Organising Committee

Africa Gas & LNG Summit 2026

africaops@gep-events.com

Stand power requirements form

Every stand must tell us what needs power. Complete the pages that follow and return them to africaops@gep-events.com. If it is easier, simply email us a list of everything on your stand that plugs in, with quantities — either is fine. Anything not declared will not have a socket, and adding power on site is not always possible.

Your stand

Company name		**Stand number**	
Contact name		**Stand size (m²)**	
Contact email		**Mobile (with country code)**	
Stand type — shell / space only / custom		**Date completed**	

What is on your stand

Included as standard: each shell scheme stand comes with one power point and a multi-plug. Everything beyond that is ordered through Greenbush.

✓	ITEM	TYPICAL WATTS	QTY	NOTES
GENERAL				
☐	Standard socket, general use	—		One is already included with your stand
☐	Extension lead or multi-plug	—		
☐	Phone or laptop charging point	20		
☐	Fan	60		
☐	Vacuum cleaner — build and daily clean only	1,200		
SCREENS AND DISPLAYS — POWER DIFFERS BY SIZE				
☐	TV or monitor, up to 43"	100		
☐	TV or monitor, 44" to 55"	150		
☐	TV or monitor, 56" to 75"	250		
☐	TV or monitor, over 75"	400		
☐	LED wall or video wall	200		Per panel — give panel count in Qty
☐	Touchscreen or interactive kiosk	250		
☐	Projector	350		
☐	Media player or digital signage box	30		
COMPUTING AND OFFICE				
☐	Laptop	75		
☐	Desktop computer and monitor	250		
☐	Tablet or iPad on charge	20		
☐	Printer or scanner	400		
☐	Wi-Fi router or network switch	30		
LIGHTING AND GRAPHICS — BEYOND WHAT YOUR STAND ALREADY INCLUDES				
☐	Extra spotlight, halogen	100		
☐	Extra spotlight, LED	20		
☐	LED strip or trough lighting	15		Per metre — give metres in Qty
☐	Backlit graphic panel	60		Per m² — give m² in Qty

✓	ITEM	TYPICAL WATTS	QTY	NOTES
☐	Lightbox or illuminated sign, under 1 m²	60		
☐	Lightbox or illuminated sign, over 1 m²	150		
AUDIO				
☐	Small speaker or soundbar	60		
☐	PA or sound system	300		
☐	Microphone receiver	30		
HOSPITALITY — POWER DIFFERS BY TYPE				
☐	Kettle or water boiler	2,000		
☐	Coffee machine, domestic pod type	1,400		
☐	Coffee machine, commercial	2,800		
☐	Fridge, under-counter	150		Say below if it must run overnight
☐	Fridge or display chiller, full height	400		Say below if it must run overnight
☐	Water cooler or dispenser	500		
☐	Microwave	1,000		
☐	Hot plate or food warmer	1,500		
DEMONSTRATION EQUIPMENT — POWER DIFFERS BY SIZE				
☐	Demonstration unit, under 1 kW	under 1,000		
☐	Demonstration unit, 1 to 3 kW	1,000–3,000		
☐	Demonstration unit, over 3 kW	*state*		Write the actual figure
☐	Working model or rig	*state*		Write the actual figure
☐	VR headset or simulator	300		
☐	Compressor or pump	*state*		Write the actual figure
☐	Battery charging for equipment	*state*		Write the actual figure
CUSTOM OR OTHER — anything on your stand not listed above. Describe it exactly.				
☐				
☐				
☐				
☐				

Your supply

Do any items need power 24 hours, running overnight? A fridge, a chiller, anything charging. Say which items.	
Does anything need a three-phase supply? If yes, give the item and its rating.	
Is any single item over 3 kW? If yes, give the item and its rating.	
Are you bringing equipment from outside Mozambique? Mozambique runs 220V / 50Hz, plug types C, F and M. Tell us if your kit is on a different voltage or plug.	
Where on the stand do the sockets need to sit? Front, rear, under a counter, in a specific corner.	
Anything else we should know? Heat output, equipment that trips easily, anything unusual.	

Group badge collection form

One form per company. Complete it and return it to africaops@gep-events.com before you travel, and the badges will be waiting together when your nominated person arrives. Photo ID is required when the badges are collected.

Collection times

Badges are collected at the Centro Internacional de Conferências Joaquim Chissano. Choose a slot and enter it in the form below. Earlier is quieter.

DAY	TIME	NOTE
Sunday 8 November	10:00 – 16:00	Advance collection — quietest
Monday 9 November	10:00 – 16:00	Advance collection — quietest
Tuesday 10 November	09:00 – 17:00	Last day before the event opens
Wednesday 11 November	from 07:00	Day 1 — expect queues
Thursday 12 November	from 08:00	Day 2
Friday 13 November	from 08:00	Day 3, half day. Exhibition closes 15:30

Person collecting the badges

Company		**Stand number**	
Preferred date and time		**Full name of person collecting**	
Their role in the company		**Their email address**	
Their mobile (with country code)		**Date completed**	

Badges to be collected

List every attendee whose badge is being collected. Each must already be registered and hold their own confirmation email.

	FULL NAME	JOB TITLE	PASS TYPE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Every attendee listed above is aware that their badge is being collected on their behalf.

Signed		**Name in capitals**	
Position		**Date**	

Space-only stand submission

Every space-only and custom stand must be submitted and approved before anything is built. Return this form and your drawings to africaops@gep-events.com as soon as possible. Designs are reviewed on receipt. No space-only build may start until your design has been approved.

Your stand

Company name		**Stand number**	
Stand size (m²)		**Stand type — space only / custom**	
Contact name		**Contact email**	
Mobile (with country code)		**Date completed**	

Your contractor

A space-only stand is bare floor and nothing else. You appoint your own contractor and build everything, and we need to know who they are before they arrive on site.

Contractor company		**Contractor contact name**	
Contractor email		**Contractor mobile**	
On-site lead on build days		**Their mobile on site**	

What you are submitting

Tick each item as you attach it. We cannot start the review until all six are with us.

☐	Scaled plan of the stand
☐	Elevations on every open side
☐	Maximum build height, stated in metres
☐	Electrical layout, showing where power is needed and the load
☐	3D render or visual of the finished stand
☐	Contractor details — company, contact and on-site lead

Build height

The default maximum build height is 3 m. Anything higher needs prior written approval, applied for at least four weeks before build.

Maximum height of your build (m)		**Is it over 3 m? Yes / No**	
If yes, date approval was applied for		**Approval received? Yes / No**	

Build rules you are confirming you have read

Carpet and floor coverings are your responsibility, and all tape must be fully removed at breakdown. Nothing may be fixed to the fabric of the building. All stands must remain fully operational until the official close on Friday 13 November — early breakdown is not permitted.

I confirm the drawings attached are the stand we intend to build, and that we will not start building until we have written approval.

Signed		**Name in capitals**	
Position		**Date**	

Contractor and insurance declaration

Every exhibitor building a space-only or custom stand must return this form before their contractor is given access to the hall. Return it to africaops@gep-events.com with copies of the certificates attached.

Exhibitor

Exhibitor company		**Stand number**	
Contact name		**Contact email**	

Contractor

Contractor company		**Country of registration**	
Contact name		**Contact email**	
Contact mobile		**On-site lead on build days**	

Insurance

Exhibitors must arrange their own insurance. The organisers are not responsible for the safety of articles brought to site by exhibitors, their staff or their contractors, and reputable watchmen on duty day and night do not amount to a guarantee against loss.

COVER	INSURER	POLICY NUMBER	EXPIRES
Public liability			
Employer's liability			
Goods in transit			
Any other cover			

Limit of indemnity on public liability		**Currency**	
Certificates attached? Yes / No		**Date completed**	

Everyone who needs access to the hall on build and breakdown days

	FULL NAME	ROLE ON SITE	MOBILE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Declaration

I confirm that the contractor named above holds the insurance set out in this form, that copies of the certificates are attached, and that we indemnify Global Event Partners Ltd, the venue and the organisers against any loss, damage or injury caused by our staff, agents or contractors. I confirm that everyone listed above will comply with the venue's building regulations and with all Government rules and regulations.

Signed		**Name in capitals**	
Position		**Date**	

Return to africaops@gep-events.com · Operations: Haany Halim and Marwa Shawky · Joaquim Chissano International Conference Centre, Avenida da Marginal, Maputo