



EXHIBITOR MANUAL

Dear Exhibitor, Sponsor and Event Partner, we are delighted you have confirmed your participation at the **Second Edition of Abu Dhabi Infrastructure Summit** and very much look forward to working with you and your teams to deliver a memorable experience for all involved.

The contents of this Exhibitor Manual are structured according to the main logistical sections, and we are dedicated to guide and assist you with all aspects of planning and organising your stand at **ADIS 2026**

This manual is by no means a replacement for the personal assistance of our highly experienced team who remain dedicated to making your experience here as easy and smooth as possible. It should act as its title suggests, a 'manual' for you to refer to regarding all services and operational aspects at **ADIS 2026**

Our team is here to assist you with every matter regarding the exhibition – feel free to contact us at any time on operations@adisummit.ae.

Wishing you every success,

ADIS 2026 Team



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SECTION 1 Exhibition Schedule & Checklists

BUILD-UP		
DATE	TIME	INSTRUCTION
9 May 2026	08:00 – 12:00	ONLY for pre-rigging & delivery of heavy or oversized displays & vehicles*
	12:00 – 20:00	Build-up of space-only stands
10 May 2026	08:00 – 20:00	Build-up of space-only stands
11 May 2026	08:00 – 16:00	Final set-up of space-only stands
	12:00 – 16:00	Access for exhibitors
<ul style="list-style-type: none"> All stand <u>construction</u> must be completed by 16:00 May 11. Exhibit set up must be completed by 16:00 May 11. Failure to meet these deadlines will result in penalty fees. Please see Section 3.8 for information on charges. *A 'heavy' exhibit weighs 1,000kg or more. An 'oversized' exhibit measures 2.5m or more that cannot be dismantled. **Exhibitors who enter before 12:00 (12pm) 9 May will need to purchase a wristband (See Section 3.4). 		

SHOW OPEN DAYS		
DATE	TIME	INSTRUCTION
12 May 2026	09:00 – 18:00	Exhibitor Access
	10:00 – 17:00	Visitor Access
13 May 2026	09:00 – 18:00	Exhibitor Access
	10:00 – 17:00	Visitor Access
14 May 2026	09:00 – 18:00	Exhibitor Access
	10:00 – 17:00	Visitor Access

BREAK-DOWN		
DATE	TIME	INSTRUCTION
15 May 2026	08:00 – 16:00	Dismantling & Removal of stands
<ul style="list-style-type: none"> All exhibits, stand fittings and waste must be cleared from the site by 16:00, 15 May 2026 Failure to meet this deadline will result in penalty fees. Please see Section 3.8 for information on charges. 		

Important: Please plan your stand build and set up within the dates and times given above. If you require additional time this must be requested and agreed on a case-by-case basis, in advance and will be subject to the availability of the halls.

No product deliveries will be accepted before **9 MAY 2026**. Deliveries must be scheduled to arrive on or after this date. Please note that exhibitors are responsible for having a representative available onsite to receive any deliveries. Deliveries will be allowed up until 30 minutes prior to the Opening of the exhibition on open days. Exhibits and similar materials shall only be delivered and unpacked or packed and collected at times when the public is not in the halls.

1.1 Exhibitor Checklist & Guidelines

CHECKLIST				
TASK / FORM	DESCRIPTION	MANDATORY OR OPTIONAL	HOW TO COMPLETE	DUE BEFORE OR LATEST BY
Badge Registration	Register individuals for badges for VIP	Mandatory	link	26 APRIL 2026
	Register individuals for badges for Exhibitor	Mandatory	link	26 APRIL 2026
	Register individuals for badges for Contractor	Mandatory	link	26 APRIL 2026
	Register individuals for badges for Exhibitor (Photographer and Videographer)	Mandatory	link	26 APRIL 2026
Stand Plan Submission	<ul style="list-style-type: none"> -Submit design & technical drawings - Provide structural calculations (if applicable) - Submit method statement - Submit risk assessment - Provide proof of insurance (contractor's all risk & public liability) - Provide valid trade license - Submit performance bond 	Mandatory	adis26.standaudit@esm-events.com , CC: operations@adisummit.ae	15 APRIL 2026
Pod Graphics Form	To add personalised branding of the wall panels *this is for pre-built stands only	Mandatory	adis26.standaudit@esm-events.com , CC: operations@adisummit.ae	17 April 2026
End User Certificate (EUC)	List any military related material and models for approval	If Applicable	adis26.standaudit@esm-events.com , CC: operations@adisummit.ae	5 April 2026
Heavy & Oversized Exhibits Declaration	Declare your heavy or oversized displays	If Applicable	adis26.standaudit@esm-events.com , CC: operations@adisummit.ae	5 April 2026
Electrical Order Form	To order electricity and power sockets etc. (not applicable to pre-built)	Mandatory	capital360.mr@adnec.ae	24 APRIL 2026
Rigging Order Form	To order rigging requirements	If Applicable	capital360.mr@adnec.ae	24 APRIL 2026
Telecoms & IT Order Form	To order different internet connections	Optional	customer.services@adnec.ae	26 APRIL 2026
Catering Order Form	To order food and/or beverages	Optional	sales@capitalcatering.ae	6 APRIL 2026
Vehicle Cleaning Order Form	To order cleaning of your vehicle(s) on display	Optional	Customer.services@adnec.ae	24 APRIL 2026
Stand Cleaning Order Form	To order cleaning of your stand	Optional	Customer.services@adnec.ae	24 APRIL 2026
Skip Order Form	To order dedicated rubbish skip for waste disposal	Optional	Customer.services@adnec.ae	Minimum 12 hours' notice
Exclusive Hotel Rates & Bookings	Avail best rates for hotel and flight bookings	Optional	bizaway@elevatedmc.com	Subject to Availability

The **Order Forms** are available at <https://adisummit.ae/exhibitor-information>. Please send the completed forms to the respected emails mentioned above.

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SECTION 2 Official Contractors

OFFICIAL CONTRACTOR & PREFERRED STAND BUILDER

If required, please reach out to the organisers at operations@adisummit.ae.

- ✓ Pre-Built Fittings and graphics
- ✓ Furniture rental
- ✓ Stand Building
- ✓ Branding
- ✓ Carpeting
- ✓ Audio visual
- ✓ Activations

OFFICIAL CONTRACTOR FOR MAINS & RIGGING

Email: capital360.mr@adnec.ae

- ✓ Power supply
- ✓ Rigging
- ✓ Water supply



OFFICIAL CATERING PARTNER

Number: +971 2 406 3777

Email : sales@capitalcatering.ae

- ✓ Food & beverage orders
- ✓ Custom catering setup



ADNEC CENTRE CUSTOMER SERVICE

Number: +971 2 406 3666

Email : customer.services@adnec.ae

- ✓ Stand cleaning
- ✓ Telecoms & IT
- ✓ Skip hires
- ✓ Stand security
- ✓ Vehicle cleaning



OFFICIAL FREIGHT FORWARDING & LOGISTICS AGENT

Noatum Logistics in Collaboration with Rhenus Logistics



International Shipping

General - Fair's & Exhibition

Mr. Noushad Anantavida

Ms. Meilynn Lapuz

FE.NOATUM@adports.ae

noushad.anantavida@noatumlogistics.ae, +971 50 478 4808

meilynn.lapuz@rhenus.com

Domestic Shipments & Onsite Handling

Ms. Namarig Abdalla

Mr. Ibrahim Khalil

namarig.abdalla@noatumlogistics.ae, +971 50 196 3958

ibrahim.khalil@rhenus.com, +971 52 353 1213

Contact Details (Courier)

Mr. Mohamed Abdul Kadir

mohamed.abdulkadir@noatumlogistics.ae, +971 50 473 2418

- ✓ Freight forwarding
- ✓ End to end logistics coordination
- ✓ Onsite logistics
- ✓ Heavy onsite handling (e.g. cranes, forklifts, steel plates)

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SUGGESTED TRAVEL PARTNER

Bizaway

Suggested travel and accommodation bookings to be done through Bizaway.
Discounted rate subject to availability.

Email: bizaway@elevatedmc.com

STAND AUDIT CONTACT

Please submit stand audit requirements to:

adis26.standaudit@esm-events.com

SECTION 3 Important Information

3.1 Control of the Exhibition

GMOLx has vested control of **ADIS 2026** as Organisers, whose decisions shall be final and binding on all exhibitors and contractors.

3.2 Exhibitor Information Page

The Exhibitor Information Page contains all the important information exhibitors will need to successfully exhibit at **ADIS 2026**. [Page found here](#)

Exhibitors should pay particular attention to the form deadlines to avoid disappointment and late order surcharges. Many of the deadlines fall weeks in advance of the show dates so it is recommended that exhibitors review exhibitor information page and place their orders accordingly.

All service orders necessary for participation at the Show are available in the Exhibitor Information Page. If you require any assistance, please email the operations team on operations@adisummit.ae.

Please Note: Orders will only be processed upon receipt of full payment by the suppliers.

3.3 Stand Design Assessment

All space-only and custom-built stands are subject to a **mandatory** Stand Design Assessment prior to approval.

- Stand design submissions will not be reviewed until the applicable assessment fee has been paid.
- The assessment is required to ensure compliance with venue safety and technical regulations.

Stand Assessment Fee Structure

Stand Size (sqm)	Fee Per Stand (Per Assessment)
0.0 – 100 sqm	AED 1,500
100.01 – 135 sqm	AED 1,750
135.01 – 150 sqm	AED 2,000
150+ sqm	AED 2,500

All fees are subject to 5% VAT. Additional assessment charges may apply in the event of significant design revisions or resubmissions.

Approval will only be granted once:

- Full documentation has been submitted
- The assessment fee has been paid
- The stand complies with all venue regulations

Premium Stand Location Fees (Open-Side Charges)

A flat lump sum premium fee will apply to stands with two or more open sides, as outlined below:

Stand Type	Open Sides	Additional Fee
Linear Stand	1 open side	No additional fee
Corner Stand	2 open sides	+ AED 5,000
Peninsula Stand	3 open sides	+ AED 9,000
Island Stand	4 open sides	+ AED 15,000

These fees are separate from the stand space rate and apply to both raw space and shell scheme stands where applicable. All fees are subject to 5% VAT. The applicable premium will be confirmed at the time of stand allocation.

Please note: Stand assessment fees and premium stand location fees are separate from exhibition space fees and must be paid in accordance with the deadlines stated in this manual. Non-payment may result in withholding of stand approval or stand allocation confirmation.

3.4 Composition of the Exhibition

ADIS 2026 is comprised of an indoor trade exhibition and a conference only.

3.5 Access During Build Up: Exhibitors, Contractors and Vehicle Access

Please be advised that from 1st January 2020, new rules and charges are levied to all contractors and vehicles requiring access to the venue during Build-up and Break-down:

- Individuals (contractors & exhibitors) must present a valid Emirates ID (for UAE residents) or passport and visa copy (for international contractors) at the designated security gate.
- A wristband and an official receipt will be issued upon payment of the applicable fee. Cash or Credit Card payment are accepted.
- Wristbands will be issued upon wearing complete PPE (Personal Protective Equipment).
- Contractors and exhibitors must wear the wristband at all times while at ADNEC Centre Abu Dhabi during build-up and break-down.
- Wristbands must be visible at all times.
- **During build-up, exhibitors with an Exhibitor Badge have free access only on the last day of build-up from 12pm onwards. Exhibitor must have an exhibitor badge to get free access.**
- In case of lost wristbands, inform the Working Station Area. The contractor will pay the charge to re-issue the wristband which is AED 25 per wristband.

Contractor Wristbands provide access during build-up and break-down ONLY. Contractors who need access during Show days (outside open hours only) for stand maintenance such as painting, carpentry, graphics installation must purchase a Contractor Wristband. Please refer to the rates below.

Vehicle Access

- Every vehicle that enters the loading bays must be registered. This applies to every type of vehicle including exhibitor's vehicles for dropping off displays or other items and materials.
- All vehicles should proceed to the ADNEC Holding Area Under the Bridge first. Traffic marshals will direct vehicles to the relevant loading bay gates accordingly.
- Vehicles in loading bays without information will be issued a fine and authorities will be informed to remove such vehicles from the loading bays.
- When vehicles exceed the allotted time, additional charges will be charged at the time of exit.
- Materials to be carried by hand are not allowed to use loading bays but need to use Car Park A or Car Park B.

The charges applied will be as follows:

CONTRACTOR & EXHIBITOR ACCESS		RATE (AED)
1 Day (per person per day)		25
3 Consecutive Days (per person per day)		55
5 Consecutive Days (per person per day)		90
3 Consecutive Months (per person)		330
Annual (per person)		550
Show Contractor (during and after the open days- (per person per day)		225
VEHICLE ACCESS		RATE (AED)
Car (30 minutes)		25
Pick-up 3 Tonne (45 minutes)		35
7.5 Tonne (60 minutes)		45
40-foot trailer 18.5 tonne / Artic (60 minutes)		55
Exceeding Hours (all vehicles) / 60minutes		55

3.6 Freight

Noatum Logistics in Collaboration with Rhenus Logistics is the Official Freight Agent and provider of freight forwarding, customs clearance, transport within the UAE and onsite handling for **ADIS 2026**.

Contact Details - International Shipments

Fair's & Exhibition General FE.NOATUM@adports.ae
Mr. Noushad Anantavida noushad.anantavida@noatumlogistics.ae, +971 50 478 4808

Contact Details – Domestic Shipments & Onsite Handling

Mr. Ibrahim Khalil ibrahim.khalil@rhenus.com, +971 52 353 1213

Contact Details- (Courier)

Mr. Mohamed Abdul Kadir mohamed.abdulkadir@noatumlogistics.ae
+971 50 473 2418

Please refer to [Section 9](#) for further information on delivery, transportation, and removal of exhibits.

3.7 Mandatory Personal Protective Equipment Requirements



Normal Safety Shoes with Toe and Puncture protection

It is now mandatory to wear SAFETY Footwear (safety shoes with toe and puncture protection) to work in the halls and loading bays during build-up and break-down periods. Below are the samples for reference purpose only.



Mandatory Head Protection (Hard Hat)

It is mandatory to wear a hard-hat if you are working on or around any double decker stands, scaffolding, or any structure where there is a risk of falling objects or head injury.



Mandatory High Visibility Clothing (High Visibility Vest)

It is now a mandatory requirement to wear high visibility jackets/vests (any color) in the halls during build-up and break-down, and at ALL TIMES in the loading bays or areas where there is movement of vehicles.

You may purchase High Visibility Vests from the grocery store “Baqala” located inside the ADNEC Centre venue (subject to stock).



Mandatory Ramp and Safety Signage for Slip and Trip Hazard Areas

Wherever there are trailing cables in gangways during any period open to the public, it is a mandatory requirement that safety ramps are provided in a DISTINCTIVE/HIGH VISIBILITY colour, supported by hazard tape and safety caution signage (please see example below).

In the case of a security emergency or if you see anything suspicious, call the venue emergency number. Cooperate fully with any instructions you may be given:

Email: security@adnec.ae

Telephone: +971 (0) 2 406 4444

Exhibitors and contractors have a duty to ensure that all tools are fit for purpose and safe to use. All dangerous moving parts such as circular saws must be guarded with controls to prevent unauthorised use.

The use of battery powered tools is strongly encouraged to reduce trailing cables and risk of electrical hazards. Those using mains powered tools must ensure that cables are not trailed across aisles.

3.8 Cleaning During Build-Up and Break-Down

A general cleaning of the halls will be carried out by the ADNEC Centre cleaning team on the last night of build-up. Therefore, all exhibitors and contractors are required to leave the halls by **22:00 (10pm)** on **11 May 2026**. Failure to vacate the halls by the set deadline will result in cleaning charge of **AED 7,000 per hour** per exhibitor or contractor.

Similarly, a final cleaning of the halls will be carried out by the ADNEC cleaning team on the last day of break-down. Therefore, it is essential that all exhibitors and contractors remove their products and leave the halls by **16:00 (4pm)** on **15 May 2026**. Failure to adhere to the set deadline will result in cleaning charge of **AED 7,000 per hour** per exhibitor or contractor.

3.9 Violations, Late Working & Penalties

To ensure a safe and timely build-up and break-down process, all exhibitors and contractors are required to comply with the following regulations:

VIOLATION TYPE & LATE WORKING	PENALTY (AED)	ACTION
Damage to venue floor or walls	2,500	Will be applied per incident
Change of design as per approved drawing	10,000	Will be applied per incident
Smoking, welding, steel cutting inside the halls	2,500	Will be applied per incident
Spray painting or wood cutting inside halls	2,500	Will be applied per incident
Bare wires, wrong connections, no distribution box, no circuit breakers, Electrical board issue due to contractor error	10,000	Work will be stopped and power will be disconnected
Bad work practice (i.e. pushing over of walls, stand on structures etc.)	5,000	Will be applied per incident
Boxes, materials or tools blocking aisles during build-up/break-down	2,500	Will be applied per incident
Storing boxes and materials behind stands	2,500	Will be applied per incident
Late completion and handover of the stand during the final build-up day.	10,000	Penalty applies per hour
Late break-down beyond deadline	10,000	Penalty applies per hour
Late arrival of heavy exhibit (e.g. boat, vehicle etc.)	5,000 – 15,000	Will be applied per incident based on the number of exhibits and delay
Failure to submit request and settle payment for late working by 16:00	7,000	Penalty applies per hour

Important Notes:

- If penalties exceed the amount of the Performance Bond, stand works will be stopped until penalties are settled. Please refer to Stand plan Submission & Performance Bonds Section in Section 6 for details on amounts.
- Unsettled penalties will incur in blacklisting of contracting company.

Late / Overnight Working Charges

Payment & application must be settled in the Organisers' Office onsite by 14:00 the same day.

STAND SIZE	4-Hour Fee (20:00 – 23:59)	Overnight Fee (20:00 – 08:00)
0.0 to 50 sqm	AED 7,500	AED 15,000
50.01 to 100 sqm	AED 10,000	AED 20,000
100.01 to 150 sqm	AED 12,500	AED 25,000
150.01 to 500 sqm	AED 18,750	AED 37,500
Above 500 sqm	AED 25,000	AED 50,000

3.10 Onsite Sales of Products

Onsite sales of products or food & beverages are strictly prohibited during the event. ADIS is a trade-only exhibition, and as such, the Organisers do not hold the necessary event licensing to allow any form of direct selling to visitors or other participants.

Exhibitors are welcome to showcase, promote, and offer product sampling (subject to approval from the Organisers), but no transactions or point-of-sale activities will be permitted on the exhibition floor or within your stand.

This policy is in compliance with local regulations and is a condition of the event license. For more information, please email the Organising Team at operations@adisummit.ae

3.11 Special Activity Permit (e.g. entertainment, performers, speakers)

IMPORTANT: Special permits are necessary from relevant authorities for any performers or speakers which includes, but is not limited to, musicians, acts and speakers.

Authorities will conduct surprise inspections during the Show who will impose fines for any unauthorised activities.

For further information, please contact the Organisers on operations@adisummit.ae

3.12 Drones

ADIS 2026 operates a 'No Drones' policy within the venue. If you would like to bring or operate a drone to the Show, please email the Organisers on operations@adisummit.ae

3.13 Prohibited and Hazardous Items

Equipment, services and documentation exhibited or promoted

1. Equipment, services, documentation and all other forms of visual promotion and display, exhibited or proposed, must comply with UK Law and the UK's international undertakings, EU/UN Law and EU/UN international undertakings.
2. The following equipment and services are prohibited at ADIS2026:
 - a. Restraints specifically designed for restraining human beings, for example:
 - Leg irons, gang chains, shackles¹ and individual cuffs or shackle bracelets except those that are ordinary hand cuffs²
 - Restraint chairs unless designed for disabled persons
 - Thumb cuffs and thumbscrews including serrated thumb cuffs.
 - Electric shock belts³
 - b. Portable devices designed or modified for the purpose of riot control or self-protection by the administration of an electric shock, including electric-shock batons, electric-shock shield, stun guns and electric shock dart guns⁴ (including Tasers) and components specifically designed or modified for such purposes.

- c. Landmines, anti-personnel mines, and anti-material cartridges.
 - d. All cluster and non-unitary munitions with the exception of those specified at Point 3 below.
3. The only non-unitary munitions permitted to be promoted or displayed at **ADIS 2026** are those which comply with the provisions of the Oslo Accord. Specifically, they must have all of the following characteristics:
- Each munition contains fewer than ten explosive sub-munitions
 - Each explosive sub-munition weighs more than four kilograms
 - Each explosive sub-munition is designed to detect and engage a single target object
 - Each explosive sub-munition is equipped with an electronic self-destruction mechanism
 - Each explosive sub-munition is equipped with an electronic self-deactivating feature

All other non-unitary munitions, explosive sub-munitions, and explosive bomblets, together with components specifically designed for such cluster munitions⁵, explosive sub-munitions⁶ or explosive bomblets⁷ are prohibited. This exclusion does not, however, apply to conventional munitions which are designed to dispense flares, smoke, pyrotechnics, or chaff, electrical or electronic effects or which are designed exclusively for an air defence role.

Compliance audits will take place before and throughout **ADIS 2026** to ensure that equipment, services, documentation and all other forms of visual promotion and display exhibited comply with the above-mentioned undertakings.

Exhibitors promoting or exhibiting prohibited items, either overtly or covertly during the exhibition, will be in breach of their contract with the Organisers and will forfeit their right to exhibit at **ADIS 2026**. The Organisers will take appropriate action which may involve the removal of equipment, documentation and/or visual promotional material from the stand into safe custody. The stand may be closed immediately, and the exhibitor will have no claim for redress against the Organisers, nor any refund for loss of fees.

It is strictly prohibited to sell knives, bow and arrows to anyone underage. All knives must be in a secured glass showcase and should not be left unattended. Under no circumstances should knives, bow and arrows be handed over to the buyer inside the exhibition halls, they should be handed outside the halls.

Note: Services in respect of the list of prohibited equipment are also prohibited. The authorities have the rights to take legal actions if this is not adhered to.

Footnotes:

Shackles designed for restraining human beings having an overall dimension including chain when measured from the outer edge of one cuff to the outer edge of the other cuff of between 240mm and 280mm when locked.

Ordinary handcuffs are handcuffs which have a dimension, including chain, measured from the outer edge of one cuff to the outer edge of the other cuff of between 150mm and 240mm when locked and which have not been modified to cause physical pain or suffering.

Electric-shock belts designed for restraining human beings by the administration of an electric shock.

All electric-shock dart guns.

Cluster munitions means conventional munitions designed to disperse or release explosive sub-munitions.

Explosive sub-munitions mean conventional munitions, weighing less than 20 kilograms each, which, in order to perform their task, are dispersed or released from another conventional munition and which are designed to function by detonating an explosive charge prior to, on or after impact. The Organisers reserve the right to make the final decision concerning the eligibility of exhibits and matters of compliance.

Explosive bomblets mean conventional munitions, weighing less than 20 kilograms each, which are not self-propelled and which, in order to perform their task, are specifically designed to be dispersed or released by a dispenser affixed to an aircraft, and are designed to function by detonating an explosive charge prior to, on or after impact.

SECTION 4 General Information

4.1 Accommodation and Travel

Exhibitors requiring support with travel and accommodation arrangements may use **BizAway**, the event's recommended business travel management provider.

BizAway is a corporate travel booking platform that enables users to independently arrange and manage flights, hotels, and related travel services in one place. The platform is designed to streamline business travel planning and reduce administrative coordination.

Exhibitors may choose to use BizAway directly for their travel requirements. For assistance or account setup support, please contact: **bizaway@elevatedmc.com**

Use of BizAway is optional, and exhibitors are free to arrange travel through their preferred providers if they wish.

4.2 Animals

We regret that **ONLY** Guide Dogs are permitted in the Halls during the show open period.

4.3 Promotional Material

Please be sensitive to the content of any promotional material that you are planning to use at the exhibition. It is important that such material is not offensive to the Cultural and/or religious values and sensitivities of the people of the United Arab Emirates. If in doubt about any material that you are considering using, please do not hesitate to contact the operations team and they will be able to provide clarification on this if necessary.

4.4 Children

No person under 16 years of age can be admitted to the exhibition during the build-up, show days, or break-down. This rule applies to Exhibitors, contractors and visitors and will be rigidly enforced to comply with safety regulations. Please note that no child-care facilities are located onsite.

4.5 Distribution of Material / Canvassing

It is strictly prohibited for Exhibitors (or staff members working on behalf of Exhibitors) to display or distribute any material (in any form) from any other areas other than within the boundary of their stand. This restriction also applies to the gangways surrounding your stand.

4.6 Documentation and Restricted Items

The preparation of documents must be in accordance with the regulations laid down by the United Arab Emirates Customs Authorities. All relevant information will be contained in the Official Contractor's communications to Exhibitors.

Companies who are in doubt as to whether the importation of their goods to the UAE is restricted should contact the relevant Government Trade Office from the country of origin. Additionally, any goods of a hazardous nature should be separately listed on invoice forms and full particulars given (i.e., IMCO Classifications etc.) in order that suitable stowage can be arranged.

4.7 Important Labour UAE Government Law Notice

As per UAE law, it is the responsibility of the Exhibitor/contractor to ensure that all personnel working onsite, during build-up / show days and break-down carry their Labour Card or relevant documentation, as proof of position in your company.

UAE labour law prohibits the hire or contract of any illegal labourers. Violation of this law may result in a jail sentence or up to a 10,000 AED + fine. It is essential that all labourers employed either by Exhibitors, contractors or sub-contractors are made aware of this law. ADNEC's surveillance section will be present at all times to ensure that those working onsite and within the halls comply with the employment laws of the UAE.

4.8 Insurance

The Exhibitor is fully responsible for obtaining insurance protection for his exhibits, property and personnel against all risks as stated in the Terms and Conditions of their Contract. Equipment should be insured both in transit and on location at the exhibition site for the entire period of the exhibition.

Exhibitors are fully responsible for the security of their exhibition booth and equipment. The materials are advised not to be left unsecured on the stand inside the exhibition hall at the end of the day or after the exhibition closes. Organisers provides general security of the venue and the exhibition area. However, they will not be held responsible for the security of the booths and their contents for damage to, or theft of any goods.

Insurance cover should include:

- Personal Injury
- Third Party Claims
- Expenses incurred and/or losses of any kind, including losses resulting from the abandonment or postponement of the exhibition
- Medical expenses and baggage cover
- Value of the stand, including the fittings
- Such insurance must be a minimum of AED 14,000,000.00

4.9 Regional Information

At the time of the show, the UAE will be four hours ahead of GMT. There is no daylight saving in the UAE.

The dirham (pronounced Dir-ham) is the official currency of the UAE; Dirham notes are in 5, 10, 20, 50, 100, 200, 500 and 1000 denominations. The dirham is divided into 100 fils, coins include 0.25 AED, 0.50 AED, 1 AED.

There are no currency regulations and foreign currency of almost any denomination is readily exchanged in the UAE. The dirham is index linked to the dollar and the official exchange rate is 3.673 AED = US\$1.00. The best exchange rates are generally available at private moneychangers found throughout the UAE, but especially in the more popular souqs and shopping centres.

The working week in the UAE has recently changed and is now Monday to Friday with the weekend being Saturday and Sunday.

Government offices are generally open from 07:30 to 14:00 Monday to Friday. Embassies and Consulates are generally open from 08:00 to 13:30; most are closed Saturday and Sunday.

Islam is the official religion of the UAE. However, Abu Dhabi is tolerant of the customs and religions of its visitors.

4.10 Smoking Policy

In accordance with UAE law, smoking is strictly prohibited throughout the venue. There will be a smoke free policy implemented during all stages of the exhibition. ADNEC is a non-smoking venue this also includes all 'Vape' and electronic smoking devices.

4.11 Storage

IMPORTANT: No excess stock, literature or packing cases may be stored around or behind your stand, due to the materials being a fire risk and negatively impact the overall appearance and quality of the exhibition.

There is no facility for you to store unwanted goods such as crates and packing materials onsite, so please ensure you arrange for the removal from site of any items you do not wish to keep on your stand.

If you require storage onsite, you should contact [NOATUM LOGISTICS](#), who has storage facilities available. If you need a place to store empty cartons, boxes, literature etc. Please contact **Noatum Logistics**, who will collect these from your stand, store them and deliver them back to you during break-down.

Alternatively for space-only stands, you can make the provision to build a storeroom into your stand design.

4.12 Visa Regulations

Nationals of the following countries will be issued, free of charge, with an entry visa valid for 30 days at passport control upon arrival in the UAE. The list is subject to change without prior notice and you are advised to check with the Embassy or Consulate in your country of origin before traveling.

Andorra	Argentina	Australia	Austria	Bahamas
Barbados	Belgium	Brazil	Brunei	Bulgaria
Canada	Chile	Colombia	Costa Rica	Croatia
Cyprus	Czech Republic	Denmark	Estonia	Finland
France	Germany	Greece	Honduras	San Marino
Hungary	Iceland	Ireland	Italy	Japan
Kazakhstan	Latvia	Liechtenstein	Lithuania	Luxembourg
Malaysia	Maldives	Malta	Mexico	Monaco
Montenegro	Nauru	Netherlands	New Zealand	Norway
China	Peru	Poland	Mauritius	El Salvador
Portugal	Romania	United States of America	Saint Vincent and the Grenadines	Hong Kong, China
Serbia	Seychelles	Singapore	Slovakia	Slovenia
Solomon Islands	South Korea	Spain	Sweden	Switzerland
The Vatican	Ukraine	United Kingdom	Russian Federation	Uruguay
Macau, China	Mongolia	Uzbekistan	Albania	Armenia
Azerbaijan	Belarus	Fiji	Georgia	Israel
Kiribati	Kosovo	Paraguay	Republic of Guyana	

Please note that a visit visa does not entitle the visitor to take up permanent work in the UAE.

Other nationalities are solely responsible for obtaining visas for themselves, their representatives, and invitees. The Organisers are not in a position to sponsor visa applications.

Visas can be arranged through travel agents and hotels, provided sufficient time is given for the application to be processed. Please be aware that the issuing of visas can be quite a lengthy process and that you must have a passport that is valid for at least 6 months from departure.

It is essential that all working personnel check, prior to departure from their homeland, that they do not require a visa.

Visa processing can be applied for at your nearest UAE Embassy.

4.13 Venue Information

ADIS 2026 will take place at ADNEC which is positioned in the Capital City's Diplomatic District between Khaleej Al Arabi Street and Airport Road.

ADNEC is conveniently located 20 minutes from Abu Dhabi City Centre / Corniche, 15 minutes from Abu Dhabi International Airport and 45 minutes from Jebel Ali, Dubai.

For further information about ADNEC please visit www.adnec.ae

You may also visit our venue virtually via this link: <https://www.adnec.ae/en/discover-adnec/virtual-tour>.

4.14 Visitor Entrance

Visitor entry is restricted to trade visitors only. Visitors must present a badge and business card in order to gain entry. **People under 18 years of age are NOT allowed entry.**

4.15 Electric Scooters

The use of electric scooters, hoverboards etc will not be permitted onsite.

SECTION 5 | Site Facilities, Supplementary Services & Site Access

5.1 Site Facilities

- Exhibitors Information Desk
- Official Contractors Offices
- Official Delegation Lounge
- Visitor Reception & Visitor Registration
- Media Centre
- Press Conference Rooms
- Customer Care Centre
- Exhibition Security
- Internet Access
- Medical Centre
- Prayer Facilities
- Restaurants
- Taxi Services
- Toilets
- First Aid
- Car Parking

5.2 Banking / ATM's

Banking facilities and Cash Points/ ATM's are available in the Grandstand near Customer Services. First Abu Dhabi Bank ATM available.

5.3 Customer Service

A Customer Service Unit will be located on site. **ADNEC Customer Service is situated near the Atrium.** The centre will be available during show hours and provide the following range of services:

- Printing
- Photocopying
- Scanning
- Fax
- Internet café
- WIFI
- Binding
- Lamination
- AV
- Cleaning
- IT & TELECOMMUNICATIONS
- Security
- Catering
- Parking
- Exhibition Visa
- Furniture & Miscellaneous Items
- Labour Order
- Skip

5.4 Catering Facilities

Capital Catering has been appointed official caterer for **ADIS 2026** For all catering requirements please contact them directly, their contact details can be found in the official contractors list.

Catering – by Capital Catering

ADNEC provides a broad range of catering services within the venue and have entered into agreements with a number of external suppliers to provide retail based options.

The official caterer will operate several restaurants and other catering outlets throughout the exhibition site.

Please note that Capital Catering is the only company permitted to provide food and beverage services within the exhibition venue. No external catering contractors are permitted on site. Exhibitor may place orders using 'stand catering' order form.

5.5 People of Determination Facilities

All exhibition halls, meeting rooms and public areas will have disabled access. There are also disabled toilets on site which are clearly signposted.

An allocation of parking bays will be reserved for disabled drivers. Could you please confirm your requirements when booking parking.

5.6 Fire Appliances and Information

Fire extinguishers of approved pattern and capacity can be found at various locations around the site according to the risk involved – instructions will also be supplied, please locate your nearest extinguisher. Exhibitors will be given instructions regarding fire, emergency, and accident procedures prior to the show opening, please ensure all personnel read these carefully.

- Please ensure that you familiarise yourself with the Fire and Emergency Procedures in the Health & Safety section.
- In accordance with regulations and standard procedures, fire extinguishers will be distributed at the Fire Officer's discretion.
- These may not be moved under any circumstance – Exhibitors will be charged for loss or damage to these extinguishers.
- Please ensure that at least two stand personnel are familiar with the use of Fire Extinguishers.
- Fire Exits and Extinguishers / Fire Hose points must never be blocked.
- No paint or paint thinner can be placed near the electrical distribution boxes.

Empty cartons/boxes, catalogue boxes, stand materials and combustible waste must be disposed of and not stored behind stands.

5.7 First Aid Services

First Aid point is located between Halls 7 & 8.

In the event of an emergency at any time please call the Control Room; +971 (0) 2 406 4444

5.8 Security

All personnel entering the exhibition grounds must hold **ADIS 2026** badge. Badges and Passes must be ordered using the relevant form, please see Section 9 for further information. Failure to order badges online prior to arrival will result in delays on site.

Passes can be collected upon arrival at ADNEC, they **MUST** be worn at all times when in the exhibition site. In addition, Photographic I.D. should be carried at all times (National ID Cards, Passport or Driver Licence).

All persons and their hand-held goods, entering the exhibition site may be subject to security screening. Whilst every effort is made to make this procedure smooth and efficient, delays may occur during busy periods – your patience and understanding is greatly appreciated.

Equipment should be insured both in transit and on location at the exhibition site for the entire period of the exhibition. Exhibitors are fully responsible for the security of their exhibition booth and equipment. The materials are advised not to be left unsecured on the stand inside the exhibition hall at the end of the day or after the exhibition closes. Organisers provides general security of the venue and the exhibition area. However, they will not be held responsible for the security of the booths and their contents for damage to, or theft of any goods.

Whilst every precaution is taken to ensure the safety and security of personnel and equipment and whilst the premises are patrolled, we cannot accept any responsibility for any injury, loss, damage or any consequential losses to either your personnel or their property. Exhibitors are responsible for the security of their stand, exhibits and contents (including personal property and personnel) and must ensure that appropriate insurance cover is arranged.

It is strongly recommended that small items of equipment and personal effects are not left unattended while on site. Exhibitors are reminded that insurance protection for exhibits, display material and personnel/personal effects must cover the full show period, including the build and break-down periods.

Hand-held exhibits should be removed from the exhibition site immediately after the exhibition closes on **14 May 2026**. Please note that security **Exit Forms** listing all handheld goods to be removed must be signed and stamped by the Organisers. Copies of these can be obtained from the Noatum Organisers' onsite office.

5.10 Water and Waste

Please be aware that a water supply is only available within the exhibition halls. Exhibitor may place orders using 'stand catering' order form.

5.11 Official Contractor Offices

The Organisers and official contractors will have temporary onsite service offices to assist exhibitors and non-official contractors with enquiries. The following services will be available:

Team	Inquiries	Office Location
Organisers	General inquiries	Organizers Office
ADNEC Capital 360 Mains & Rigging	Contractor for supply of electricity, water and rigging	To be confirmed
Noatum Logistics	Shipments, onsite logistics	To be confirmed
ADNEC Customer Happiness Desk	Stand cleaning, skip hire, vehicle cleaning, static security hire etc.	Next to Conference Hall A

5.13 Cleaning Services

During the build-up and break-down period, exhibitors and their contractors are responsible for ensuring all waste materials are deposited in the rubbish bins and skip provided. For Health and Safety reasons it is essential that all aisles are kept clear of rubbish and other obstructions at all times.

It is the responsibility of the exhibitor and/or their contractor to identify their waste materials to the cleaners and to make arrangements with the official onsite freight handler to have crates and packing materials stored if they are required at the end of the exhibition.

ADIS 2026 Organisers are committed to ensuring that the exhibition is as environmentally responsible as possible. Please help us by keeping waste to a minimum, recycling waste where possible and reporting any incidence of fly tipping to the Organiser.

During the exhibition open period:

- All stands will be cleaned on the night/morning of 11 **May 2026** in preparation for the **OPENING DAY – see Exhibition Schedule.**
- Stands will be cleaned on a daily basis with the exception of actual exhibits or the second level of a double decker stand
- If you require these to be cleaned, please complete the **Cleaning Order Form**
- Duplicate keys for all stand interiors/offices & Capital Suites should be left with the Organisers, marked with the stand number and/or capital suite number, contact name and mobile number so that the cleaners may gain access to clean these areas
- Cleaners will only be allowed access to the building for the purposes of cleaning at the same time as exhibitors from **08:00 – 18:00** – this is a GHQ ruling, so please be patient with the cleaners, they will get around to you
- After each Exhibition open period, stand holders must place any dry refuse from their stands into plastic bags, provided by the Cleaning Contractor. The plastic bags must then be placed in the Gangways within one hour after closure of the Exhibition for removal by cleaning staff. Under no circumstances must refuse be placed in the gangways other than in plastic sacks, or at other times than as stipulated above

Cleaning

We would like to inform all organisers that during the open dates of an event hosted at ADNEC, external cleaning companies will not be permitted to operate within the venue.

This restriction includes the cleaning of stands, features, and exhibits. Instead, all cleaning requirements during

these open dates must be ordered exclusively from the ADNEC Cleaning team. This measure ensures efficient coordination and maintains the high standards of cleanliness and hygiene throughout the venue. Organisers, their exhibitors and contractors should liaise with our dedicated Cleaning team to arrange any necessary cleaning services during the event.

- The cleaning of gangways, organiser's offices, permanent staircases, and peripheral areas is included in your tenancy fee and is undertaken by ADNEC.
- Only cleaning services provided by ADNEC are permitted to operate within the Venue. Organisers and exhibitors must therefore not arrange their own third-party cleaners.
- The Organiser must ensure that the exhibitors and contractors vacate the Licensed Area by 22:00hrs on the last night of build in order that ADNEC can provide this service.
- The cleaning of upper decks on double-decker stands is not included within your tenancy and is subject to an additional charge. Please ask your Event Planning Manager for prices.
- Removal of any abandoned stand fitting materials, carpet, pallets, and excessive rubbish will be subject to an additional charge to cover the cost of skip hire and labour.
- Additional cleaning charges will apply on the last day of build-up if the tenancy space is not vacated by the agreed and contracted completion time at the rate of AED 7,000 per hour per hall.
- Additional cleaning charges will apply on the last day of breakdown if the tenancy space is not vacated by 17:00, at the rate of AED 7,000 AED per hour per hall.

Remember to order your skips via for waste disposal during build-up and break-down – The disposal of any materials or debris left by stand contractors will be charged to the exhibitor at a premium.

5.16 Freight

[Noatum Logistics in Collaboration with Rhenus Logistics](#) are the exclusive freight forwarder & providers of customs clearance & transport for ADIS 2026

The official onsite freight handler for **ADIS 2026** is **Noatum Logistics**. Please find their contacts details in the Official Contractor list.

5.17 Telecommunications Facilities / Data Services

ADNEC provides the following telecommunications and data services:

- International Phone Line & Set
- International Fax Line with machine
- Internet connection

Please complete the relevant form with your requirements and include a detailed drawing indicating the exact location/position you require for the lines to be installed.

Routers

- Private wireless routers and broadcasts are not permitted within ADNEC
- Anyone found bringing in and attempting to use their own router may be liable to a fine and a ban from the venue

Orders received after **19 April 2026** will be subjected to standard prices.

Orders received 20 days or less before the start of the exhibition will be subject to a 100% surcharge and may not be processed.

Space ONLY stands which are putting a platform flooring down must ensure that they have ordered these services well in advance and have a confirmation of order. This will ensure that there will be no delays to build-up.

Please note: Orders cannot be carried out until full payment has been received by ADNEC.

Charges for the above items will cover all installation, supply and rental of lines, equipment, and calls. All line and equipment usage during the period of hire is the responsibility of the exhibitor.

5.19 Access by Car

ADNEC is easily accessible by car. It is positioned in the Capital City's Diplomatic District between Khaleej Al Arabi Street and Airport Road. There will be clear roadside signage to the ADNEC site. A location map can be found on the website.

Car parks are available onsite at ADNEC. Car Park Passes are required to gain access to the car parks. Passes can be purchased at the customer service helpdesk. For more information on car park passes allocation please contact our sales team.

ADNEC has multistorey car park facility, Parking A and Parking B. Users can park and pay or pre-order parking passes using Parking Order form.

Please note that there will be limited parking on the site. It is strongly recommended that you use alternative means of transportation.

5.20 Transport Services

Taxis are a common method of public transport around Abu Dhabi; official taxis are operated by The Centre for Regulation of Transport by Hire Cars (Trans AD) for a reasonable fare. A taxi rank will be located at the front of ADNEC throughout the week of the exhibition. However, we would advise you to order in advance; taxis, chauffeur driven cars, and shuttle buses.

Taxis and chauffeur driven cars are readily available from most hotels in and around Abu Dhabi.

When using local taxis please be advised that it best to remember structures within the vicinity of your destinations or your hotel as taxi drivers are more conversant with landmarks and building names rather than with street or building numbers.

5.21 Vehicle Access Door / Loading Bay Door Dimensions(in meters)

ICC	12.1	7.90	4.40
	12.2	4.70	4.40
	12.3	4.70	4.50
	12.4	4.70	4.40
	12.5	4.70	4.40
	12.6	8.00	4.40
	12.7	7.80	4.40

SECTION 6 Space Only Stand Construction

6.1 Stand Space and Exhibitors' Responsibilities

Space only exhibitors are responsible for their own stand design and construction. No stand fittings or carpet is provided by ADIS Organisers on Space Only sites. All space only stand designs **must be approved by the Organisers** before exhibitors and contractors will be allowed access to the site and permitted to commence build.

It is the responsibility of the exhibitor to examine the area and site allocated to them in order to avoid costly adjustments to stand structures. Where possible the Organisers will provide on request detailed stand plots indicating the position of service ducts and pillars. Minor obstructions or height restrictions cannot always be indicated on the plans of the exhibition.

Stand fitting regulations contained within this section must be observed when planning stand design and layout.

All Space only exhibitors, including those planning to erect Clip, Nomadic or Pop-Up structures within their allocated space, are required to construct freestanding partition walls between their own and adjoining stands. Exhibitors erecting Clip, Nomadic or Pop-Up structures may wish to consider taking a pre-built stand or Custom Made Stand as these stand types incorporate back walls and carpet. Please contact the **Sales Team** to discuss this option.

We are pleased to offer advice and guidance where required. Please feel free to contact the Operations Team with any enquiries.

Please note the Organisers have the right to reject any stand plan that they deem to be:

- Structurally unsafe
- Considered to be too complex to be completed in the time specified
- Does not conform to the specifications listed in the manual
- Likely to unreasonably affect nearby exhibitor's sites in any way

No major structural changes will be permitted to the stand once approval has been given.

Hot works

Welding and cutting (fabricating) are not allowed inside the venue. Best practise is to fabricate and manufacture necessary materials in your designated workshop.

Any hot work onsite requires a **Hot work permit** issued from ADNEC Facilities Management and ADNEC Health and Safety. Hot work permit application must be initiated through the link (<https://maximo.adnec.ae/maximowp>), at least 15 days prior to the tenancy start date.

Dusting / Sanding / Grinding work to be carried out in the designated areas and outside. Only essential and final touch ups will be allowed inside. All such machinery must be equipped with built-in suction to extract dust immediately.

Ceilings

Totally enclosed ceilings are strictly prohibited. Exhibition stand ceilings must not obstruct the sprinklers and shall have an open space of over 50% of the total stand area to ensure fire prevention safety.

Access During Build Up: Exhibitors, Contractors and Vehicle Access

Please be advised that from 1st January 2020, new rules and charges are levied to all contractors and vehicles requiring access to the venue during Build-up and Break-down:

- Individuals (contractors & exhibitors) must present a valid Emirates ID (for UAE residents) or passport and visa copy (for international contractors) at the designated security gate.
- A wristband and an official receipt will be issued upon payment of the applicable fee. Cash or Credit Card payment are accepted.
- Wristbands will be issued upon wearing complete PPE (Personal Protective Equipment).
- Contractors and exhibitors must wear the wristband at all times while at ADNEC Centre Abu Dhabi during build-up and break-down.
- Wristbands must be visible at all times.
- **During build-up, exhibitors with an Exhibitor Badge have free access only on the last day of build-up from 12pm onwards.**
- In case of lost wristbands, inform the Working Station Area. The contractor will pay the charge to re-issue the wristband which is AED 25 per wristband.

Contractor Wristbands provide access during build-up and break-down ONLY. Contractors who need access during Show days (outside open hours only) for stand maintenance such as painting, carpentry, graphics installation must purchase a Contractor Wristband. Please refer to the rates below.

FIRE EXTINGUISHERS AND AIR CONDITIONING UNITS

This is a direct instruction from Abu Dhabi Civil Defence regarding installation of fire extinguishers on Space Only stands and ventilation grilles where A/C units are used. This is applicable with Immediate effect.

Fire Extinguishers

- All Space Only stands to have Fire Extinguishers - 1 x DcP Dry chemical Powder and 1 x CO2) - placed on the stand.
- Fire Extinguishers should be hung on a wall via a purpose-made wall mount or bracket or located on a fire extinguisher stand - not directly on the floor.
- Fire Extinguishers provided by exhibitors or their contractors can be removed at the end of the exhibition period.
- Double Decker stands: 1 Set of fire extinguishers to be placed on each floor or level of the structure - again hung from the wall or on a stand - not directly on the floor.
- Stands with A/C Units: 1 Set of fire extinguishers to be placed in the immediate vicinity of the A/C unit. This requirement is in addition to the fire extinguishers that are to be placed in the general area of the stand.

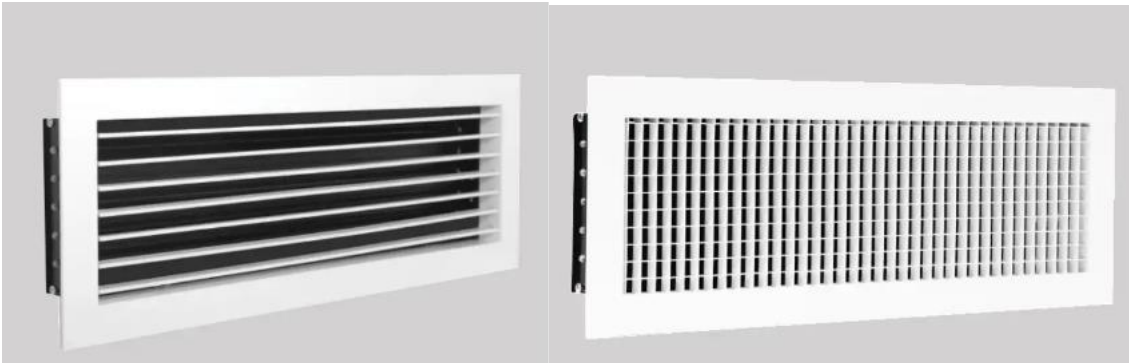
Example Image:



Air Conditioning Units

- Stands with A/C units must have louvre ventilation grilles built into walling or doors when in an enclosed space, comprised of aluminium.
- 1 x set of fire extinguishers is required in the immediate location
- These grilles are to ensure suitable exchange of air and to ensure proper ventilation of the units
- Closed rooms without ventilation grilles will not be acceptable, even if they are open at the top
- An exhaust fan and exhaust/ventilation pipe should be available, connected to the A/C unit, which directs upwards to disperse vented air

Example image:



Vehicle Access

- Every vehicle that enters the loading bays must be registered. This applies to every type of vehicle including exhibitor's vehicles for dropping off displays or other items and materials.
- All vehicles should proceed to the ADNEC Holding Area Under the Bridge first. Traffic marshals will direct vehicles to the relevant loading bay gates accordingly.
- Vehicles in loading bays without information will be issued a fine and authorities will be informed to remove such vehicles from the loading bays.
- When vehicles exceed the allotted time, additional charges will be charged at the time of exit.
- Materials to be carried by hand are not allowed to use loading bays but need to use Car Park A or Car Park B.

The charges applied will be as follows:

CONTRACTOR & EXHIBITOR ACCESS		RATE (AED)
1 Day (per person per day)		25
3 Consecutive Days (per person per day)		55
5 Consecutive Days (per person per day)		90
3 Consecutive Months (per person)		330
Annual (per person)		550
Show Contractor (during open days- (per person per day)		225
VEHICLE ACCESS		RATE (AED)
Car (30 minutes)		25
Pick-up 3 Tonne (45 minutes)		35
7.5 Tonne (60 minutes)		45

40-foot trailer 18.5 tonne / Artic (60 minutes)	55
Exceeding Hours (all vehicles) / 60minutes	55

6.2 Complex Structures

A complex structure is any form of construction of any height, which would normally be designed by an engineer and/or has, through a risk assessment, been found to provide significant risk.

Structures over **4 metres** in height, multi-level stands, raised platforms and all suspended items are generally considered to be complex structures. In addition to this, any stand with a travel distance to a main show gateway or exit from the stand exceeding 10m will be considered a complex structure. Furthermore, sound/lighting towers, temporary tiered seating i.e., Grandstands, platforms and stages over 0.6m in height and all platforms and stages for public use, cantilevers, long spans and seminar theatres with 15 or more seats, all are considered complex structures.

For all stands exceeding 4m in height, with two-storeys, with a platform exceeding 600mm in height, or deemed by us to be complex structures, drawings must be submitted in English in duplicate (2 copies) to the operations team for approval. These may be submitted electronically as DWG, JPEG or PDF format via the stand plan submission section on the exhibitor portal. The Operations Team will liaise with you to confirm all details.

These drawings must show the form and dimension of every structural member with appropriate general arrangement plan, sections and elevations, including full details of stairways. All calculations of loading and strength must be in English, and all drawings must be to scale. A risk assessment and method statement are also required.

All complex structures are subject to a pre-show plan approval and onsite inspection by ADIS appointed ADNEC structural engineer.

In the case of particularly complex stands the Organisers may require additional structural calculations, method statements or technical detail in order to process the stand approval. It is the responsibility of the individual exhibitor and their appointed contractor to provide this additional information upon request and any associated costs will be charged to the exhibitor.

Please Note: permission to enter the exhibition premises and commence construction will not be permitted without the full approval of the ADNEC's structural engineer.

Stand build progress will be monitored continually by onsite ADNEC Structural Engineer & Health & Safety officers who reserve the right to halt stand build progress should any Health or Safety issues arise.

The Organisers reserve the right to deny access and prevent work being carried out by or on behalf of any exhibitor who has not submitted stand design drawings in accordance with these regulations.

Failure to submit your proposals by the deadline means that the following restrictions may be imposed:

- Delay to your contractors receiving their Badges – NO site access.
- Your stand could face delays in obtaining approval.
- Your stand could incur financial penalties.
- The Local Authority could prohibit your company from exhibiting at the show

6.3 Double Storey Stands

Written application for permission to design stands of two-storeys must be made directly to the Operations Team and must have been booked and paid for directly with the relevant **ADIS** Sales Manager. Such stands may be built

to a maximum height of **6m** from the venue's floor level (including any name sign or trademark). No foundations may be drilled into the floor and suitable anchorage must be installed.

Double Storey Stand construction is only permitted on island sites unless otherwise authorised by the Organisers.

In the interests of the exhibition as a whole we reserve the right to determine the position of any two-storey structure within a stand. All two storey stands are classified as complex stands and must abide by the same regulations.

Double Storey design submission guidelines:

- Design calculation for beam columns and base plate
- Connection detail and design
- General layout and location of the structures
- Staircase details including handrail details
- Total load
- Structure detail (material)
- ONLY a minimum 1.8m L x 1.4m W x 15mm H steel base plates will be accepted

Staircases

Staircases - shall be at least 1m wide and if not subdivided by a central handrail, no more than 1.8m wide. Each step shall have an available tread, measured on plan, of 280mm; the risers between steps shall be unfilled and shall not exceed 180mm. Any handrail(s) or balustrades must have vertical railings not more than 100mm apart or solid infill.

Staircases shall discharge to the ground floor at a point where unimpeded access to a public gangway is achieved. If the occupants of the upper storey have no choice but to exit by way of a single escape stair, the travel distance from any part of the storey to that stair must not exceed 10m.

A single staircase is acceptable no more than 60 people will occupy the level served by the staircase at any one time (public, performers, and staff inclusive).

All stand designs will be subject to ADNEC structural engineer's inspection (Health & Safety). Exhibitors must provide proof of suitable insurance for the Organisers before construction can commence.

Please note: No live cooking or naked flames are permitted.

6.5 Height Limit

Single-Storey Space Only Stands

- **Island Sites:** height up to 6m from the venue's floor level (subject to the over height fee being paid).
- **Divided Sites:** mandatory to maintain a height of 4m from the venue's floor level.

Double-Decker Space Only Stands: A maximum height of **6m** from the venue's floor level. Double storey construction is only permitted on island stands/sites and must have been booked and paid for directly with the relevant sales manager. Exhibitors who have not booked a double-decker stand or over height fee will not be permitted to build two-storey or exceed the 4 metre height limit without the Organiser's formal approval.

For any complex stands, further approvals from the ADNEC H&S team are required. A complex fee will be levied for any structure deemed complex as per ADNEC H&S regulations.

Hall Height	13 m
Floor Load	1,000kg /Sqm
Floor Finishing	Flowcrete with PU coating

6.6 Enclosed Stands

The inclusion of large, enclosed areas within a stand can only be permitted with the Organisers' prior written permission, please also refer to [section 6.8 'Walling in on Open Sides'](#).

6.7 Dividing Wall

On divided sites, you are responsible for erecting and decorating side and back walls facing onto your stand areas to a height of **4m** from the venue's floor level.

The mandatory height for dividing walls of single-storey stands is **4m**. Double-story stand construction is **NOT** permitted on divided sites.

6.8 Walling in on Open Sides

Space only exhibitors who booked 4 sides open (i.e. island stand) are not allowed to have long runs of walling along open perimeter sides. All sides must be accessible, and guidelines must be observed as follows:

- Only **maximum 50% of walling** on each open side can be used.
- Full length of low walling up to 1m height can be accepted, provided that a recess of 3m is applied before erecting a solid wall. Please make sure to have a proper entry and exit access.
- After a recess of 3m, the exhibitor can choose to erect a solid wall.
- Closed room/partition are suggested to be centralized to avoid blockage of neighbouring stands.
- Solid walls must include a minimum of 25% of glass panels.

Exhibits and displays exceeding a height of 1m must be positioned at least 1m away from the perimeter of the stand in such a way as not to obstruct the view of the exhibition or adjacent stands. The Organiser has the right to refuse any design, or request an amendment to the design, which in their opinion has a detrimental effect to neighbouring exhibitors or the overall look of the exhibition.

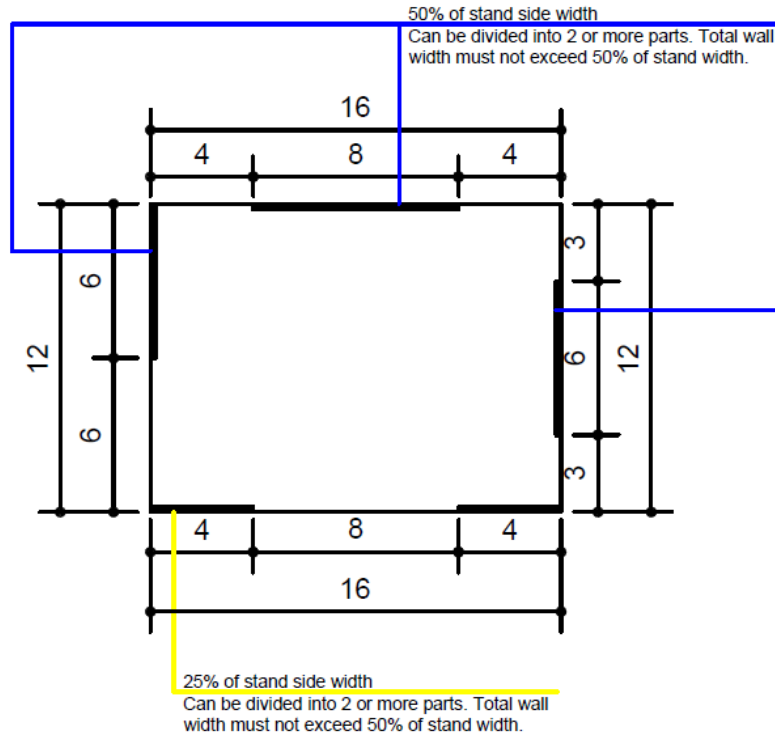
- ☞ Stands in the Link and Atrium must use **Design Boundaries #2** (3m recess from the Link/Atrium gangway)
- ☞ Stands at Hall Entrances and Main Gangways must use **Design Boundaries #2** (3m recess on the side facing the Hall Entrance or main gangway).

Design Boundaries 1:

All designs and submissions are subject to final approval from the stand audit team.

The below illustration shows an example of a 12m x 16m island stand.

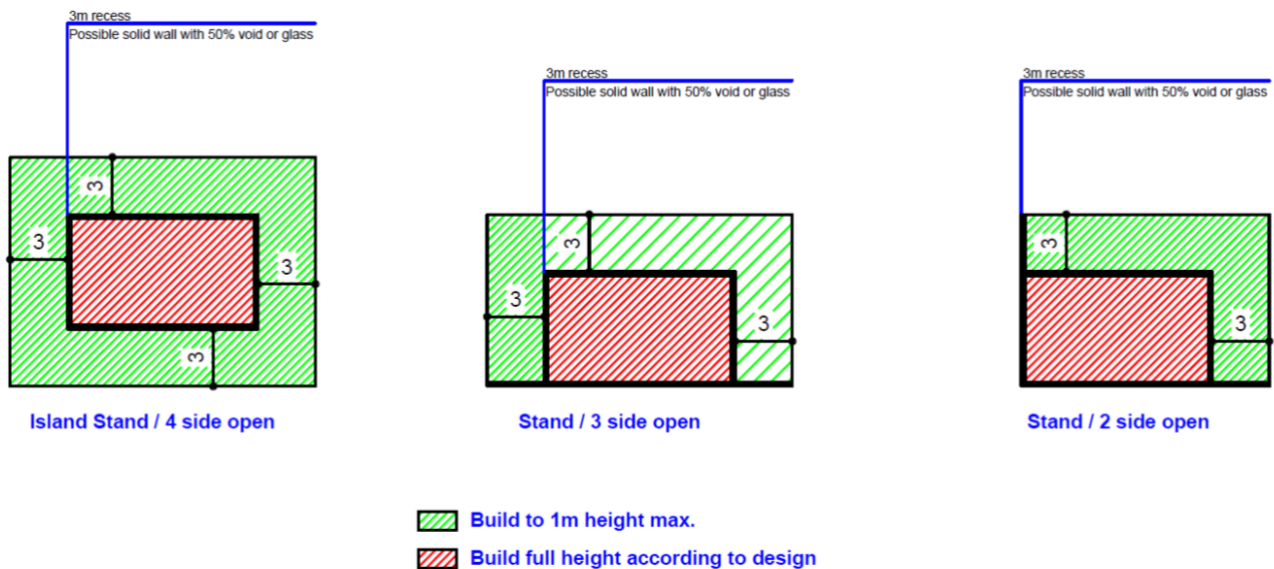
Please refer to your actual stand dimensions and apply the relevant percentages highlighted above.



Design Boundaries 2:

All designs and submissions are subject to final approval from the stand audit team.

The below illustration demonstrates how the 3m recess rule can be applied to your stand space.



It is the exhibitor's choice to design according to boundary 1 or 2. Please note that it is not possible to integrate both in the same stand space.

With all the above, the Organiser has the right to refuse a design, or request an amendment to, in which their opinion has a detrimental effect to the neighbouring exhibitors or the overall look of the exhibition.

6.9 Stand Plan Submission

Stand Plan Submission Procedures:

All submissions should be made via email to adis26.standaudit@esm-events.com, please also CC operations@adisummit.ae. The following documents are mandatory, and approvals cannot be granted until all documents have been received, fully checked, and the applicable Stand Assessment Fee has been paid.

Please submit urgently via email:

- Letter of Undertaking (signed, stamped and on company letterhead)
- Certificate of Integrity (signed, stamped)
- Risk assessment (signed, stamped and on company letterhead)
- Method statement (signed, stamped and on company letterhead)
- Trade License / commercial license
- Contractor detail and stand plan checklist
- Contractors all risk insurance with public liability (cover of minimum 1.5 million AED)
- Performance Bond Cheque and Form
- 3d render of design view all elevations (5mb per file)
- Technical / workshop cad drawing in pdf format with all measurements and elevations (5mb per file)

The following is a must on all events and must be already considered in your design:

- Vision panels for doors (storerooms, enclosed meeting rooms, and access panels to DB boxes etc.)
- Doors may not open into the aisle / gangway
- Wheelchair access ramps (1x1m) incorporated into the platform (stands larger than 21sqm)
- Safety corner must be applied, or all corners of the platform must be rounded to avoid sharp edges
- Clear glass panels must have frosted safety strips at average eye level.
- You must provide one set of fire extinguishers (CO2 and Water) for your stand for every 50SQM.
- Gypsum Board is not allowed for any design elements.
- Only aluminum scaffold towers are allowed to be used.
- Maximum height of platforms should be 10cm/100mm as industry standard
- Only H-beam / I-beam are permitted to be used for construction of any steel structures and supports (L-shape metal supports for free standing totems and back walls should be 1.5x1.5m of IPE80).
- No part of the structure may encroach into the aisle including TV's and Logos. All elements must be contained within the allocated stand space.

Height restrictions are as follows:

- The maximum height allowed for any form of single Storey stand is 4meters.
- The maximum height allowed for double decker stands, from hall floor to the highest element of the stand is 6 meters in height

Complex stands (Double Decker, multilevel structures, stand designs above the height of 4m, raised platforms above 600mm, rigging, tiered seating and all outside structures):

Double deck stands are only allowed from 60sqm stand space, maximum of 50% maybe occupied by the double deck structure from the entire stand space.

- Structural Calculation must be produced, signed, and stamped by UAE structural engineer. NON-UAE structural engineering companies are not accepted, this is in line with venue, civil defense, and organizer regulations. Alternatively, you may contact ESM to assist with the structural calculations
- Load per square meter on the ground.
- Structural Drawings.
- Base Plate Sizes (use min. 600 x 600 x 14mm Mild Steel Plate) & any Special Display Loading Allowance.

- Only H-beam / I-beam are permitted to be used for construction of any steel structures.
- Handrail & Staircase Detail, accessible ramp details.
- Balustrade should be 1.2m in height.

Ground Support structures shall be designed and constructed to be fully self-supporting. No stand structure can be attached to venue ceiling as a precautionary or additional safety measure.

6.10 Risk Assessment and Method Statement

All contractors/exhibitors are required to submit a full risk assessment for the design, construction, and arrangement of their stand. If required, please contact the Organisers for further information.

The risk assessment is to be submitted along with stand plans. If you require help with producing a risk assessment, please contact **ADIS** team on operations@adisummit.ae.

6.11 Performance Bond

To ensure compliance with the venue's regulations, all stand contractors or exhibitors building space-only stands are required to submit a refundable performance bond (security deposit) before commencing stand build.

Please Note: Access to the exhibition halls will not be granted until the performance bond Undertaking Letter and cheque have been submitted.

To be submitted:

- Post-dated Performance Bond cheque payable to: **GLOBAL MICE ORGANISATION LLC**
- Completed and signed Undertaking Letter

Step by Step Process:

1. Submit stand design to the organiser via email.
2. Upon receiving the 'conditional approval' from the stand auditor for the stand design, Deliver the performance bond cheque and Undertaking Letter to the below contacts and address

Address: Aspin Commercial Tower, Shiekh Zayed Road, Dubai, UAE
Floor number 51, Office Number 5101 GMOLx

Contact Details: accounts@gmolx.com

3. The stand auditor will issue a 'Permission to Build Certificate' to the contractor via email.
4. The contractor must submit the original cheque and Undertaking Letter to the Organiser's Office before arriving to the venue for build up.
5. The contractor can start building the stand.
6. Floor Managers will monitor the build-up and break-down operations for any damages or other violations occurring.
7. After the Show has concluded, ADNEC Facilities Management will conduct an inspection of the venue for any damages.
8. If a violation is identified for a specific stand, the contractor will be notified about the penalty fees.
9. If no violations are identified for a specific stand, within 3 weeks after the Show concludes, the contractor will be notified that the cheque can be collected.

Performance Bond amount based on stand size:	STAND SIZE	PERFORMANCE BOND AMOUNT	
		Inside Exhibition Halls	Atrium/Link, Concourse
	0.0 to 50 sqm	AED 15,000	AED 20,000
	50.01 to 100 sqm	AED 20,000	AED 25,000
	100.01 to 150 sqm	AED 25,000	AED 30,000

	150.01 to 500 sqm	AED 30,000	AED 35,000
	Above 500 sqm	AED 35,000	AED 40,000
	Capital Suite	AED 25,000	
<i>Late Submission</i>	<i>Submission of original cheque after 24 April 2026 will incur a surcharge of 20%</i>		

Important Notes, Deadlines & Refund Policy

- The performance bond form “Undertaking Letter” and cheque must be submitted no later than 14 days prior to the first day of build.
- Failure to submit will result in delayed access and build commencement onsite.
- Submitted cheques will be ready for collection approximately 3 weeks after the Show unless a notification has been received from the operations team for collection provided all rules and regulations were adhered to and if no violations or damages were identified.
- Failure to comply with the guidelines set out by the Organisers and venue will result in penalties that will be automatically deducted from the performance bonds unless settled before the previously mentioned period.
- Bounced cheques or refusal to settle payment might affect the participation of the company in future Shows organised by GMOLx.
- A cheque (post-dated to 30 April 2026) must be attached to the Performance Bond Undertaking Letter upon submission.
- Original receipt or copy of the Undertaking Letter must be provided upon collection.
- Compliance with the published build-up and break-down schedules is mandatory to avoid significant hourly fines.
- If penalties exceed the amount of the performance bond, stand works will be stopped until penalties are settled.

Please Note: Further costs may be incurred if fines are implemented by the venue for late completion of the stand during build-up or break-down.

6.12 Electrical Installations

Mains supply to space only sites is not included and must be ordered via email with ADNEC/Capital 360.

Mains supply to Space Only sites is not included within the space rental charge. Capital 360 is the only permitted to carry out electrical installations. Capital 360 is supplying the electrics to the space only stand, please refer to the relevant form for their details. Orders must be placed via the relevant form prior to the exhibition. Please note that your order will not be processed until payment is received.

When completing the relevant form, the location of the items should be clearly marked on the grid plan, if you have not submitted a grid plan your electrics will be placed at the discretion of the electricians, if you subsequently require these to be moved, you will be charged.

Please note due to a limited supply available in the hall we highly recommend that you book your electrics by the deadline in order to avoid disappointment. We cannot guarantee to meet your exact requirements on orders issued after this date.

Note: Orders received after the deadline date or placed onsite will be subject to availability and Standard or Onsite Prices.

Exhibitors installing their own power connections to their displays for general lighting and power sockets must ensure that:

- The main cable is connected to a suitable type of distribution box
- The main switch should be an ELCB

- All wire joints are in connectors and concealed in junction boxes. No twisted wire joints are permitted
- All wires in exposed areas are protected in PVC trucking. Running wires under the carpet or across open areas is not permitted

If the power supply ordered is to be connected to machines and equipment, exhibitors must ensure that:

- A suitable type of isolator or ELCB is provided between the main cable and the cable from the machine / equipment
- If the machine / equipment has its own isolator, then the main cable can be directly connected to it

Exhibitors installing their own power connections to their displays must also ensure such installations conform to the IEE Regulations and will be subject to inspection and approval by the Official Contractor, Capital 360, before connections to the mains supply.

The Organisers reserve the right to disconnect any installation that, in their opinion, is dangerous or likely to cause annoyance to visitors or other exhibitors.

Due to the high-risk nature of electrical work, ADNEC reserves the right to check the competence of electrical contractor's personnel on site.

Electrical Contractors will submit an Electrical Completion Certificate to ADNEC's appointed representative prior to connection to the mains supply.

ADNEC will monitor electrical installations and will not permit any connection where the installation is deemed unsatisfactory.

The standard supplies of electrical current available in the exhibition halls are:

- Single phase 220 volts 50HZ
- Three phase 415 volts 50HZ

The provision of a single-phase mains supply terminal by suitable switchgear is included only in the pre built contract.

Three phase supplies and 24-hour connection will be an extra charge and can be ordered on the Power Supply Order Form.

Prices for fitting will cover power consumption, installation, maintenance, and removal at the close of the exhibition.

General lighting is provided in the halls but is not powerful enough to provide adequate stand illumination. Exhibitors are advised that specific illumination of their stands is considered essential to achieve an effective display. Lighting is available and can be ordered through the Electrical Order Form.

Please note that electricians to stands are switched off 30 minutes after the exhibition closes. Please visit the Official Contractor's Office for Capital 360 to arrange 24-hour power, should you need it (charges will apply).

6.13 Compressed Air

Exhibitors may not have generators or compressed air units on their stands. If compressed air is required, then please send an email to Capital 360 (capital360.mr@adnec.ae) no later than **31 March 2026**.

Please note due to the limited supply available in the hall we highly recommend that you book your compressed air by the deadline in order to avoid disappointment. We cannot guarantee to meet your exact requirements on orders issued after this deadline.

6.14 Columns

If you have a column on your stand and wish to clad it, you must ensure the cladding is self-supporting and that access is available to any services on the column.

6.15 Fire Regulations

All stand construction and displays must be **FIRE RETARDANT**. Any goods attached to your stand will constitute as part of your stand and will be subject to these regulations.

Smoke machines, naked flames and gases are subject to approval from Abu Dhabi Municipality and the venue's operations team. Please contact the Organisers for venue approval, at least 5 weeks prior to when the show opens to the public.

6.16 Open Flames

Fumes from open fires or candles will **NOT** be permitted.

6.17 Fabrics Used in Displays

Textile fabrics used for interior display purposes on the stand must be FIRE RETARDANT or purchased already treated by use of approved chemicals. Certain fabrics need not be fireproofed, i.e., wool, twill or felt. Textile fabrics used for interior decorative purposes within stands must be fixed taut and or in tight pleats (not draped) to a solid backing and secured 3 inches above floor level and not touching any light fittings. Cellulose paints are flammable and must not be used for stand dressing. Water based paints must be used.

6.18 Timber Used in Stand Construction & Displays

All timber under 1 inch thick must be impregnated (pressure process). Boards, plywood, chipboard etc. must be treated in the same way if they are less than **18mm** thick. Timber over 1 inch thick need not be treated & M.D.F. is acceptable in most cases.

6.19 Plastics / Stand Dressing

Lexan and Macaroon are acceptable. **PERSPEX MUST NOT BE USED**. Artificial plants and flowers which are combustible and give off toxic fumes must not be used for stand dressing. Plastic security night sheets are also not permitted.

6.20 LPG - Liquefied Petroleum Gases (Propane, Butane, etc.)

All flammable gas including compressed gas & LPG is prohibited on the premises at all times unless the Organiser is satisfied that exceptional circumstances apply, and its prior consent is obtained.

The use of compressed gas within the venue (Halls, Concourse etc) is strictly prohibited. Licensees wishing to use compressed gas shall comply with the ADNEC Safe Working Practice 'The Control of Liquefied Petroleum Gas (LPG) and other pressurised gases.

6.21 Flooring

Space only sites are not carpeted by the Organiser - exhibitors must provide their own floor covering. Exhibitors with adjoining blocks of stands will not be permitted to place their own carpet in the gangways unless prior permission is given in writing by the Organisers. Nothing may be structurally attached to the floor of the Exhibition premises. Carpet may only be fixed to the venue floor with approved carpet tape.

Only the following brands of double-sided carpet adhesive tapes are recommended:

- EUROTAPÉ
- EUROCEL
- ADVANCE TAPE

Damage to the floor from poor quality adhesive tapes will be charged at US\$10.00 per sqm. All carpet tape must be removed and any charges for the removal of carpet tape left on the floor at the end of break-down will be passed directly to exhibitors.

6.22 Raised Floor

The maximum height of a raised floor is **100mm**. It is a compulsory requirement for a stand with a raised floor higher than **40mm** to have an incorporated ramp or sloping stand edges as part of its integral stand design to create easy access for wheelchair users. When designing raised platforms, minimising tripping hazards is essential and applying a visible warning if a tripping hazard should exist is key.

6.23 Open Corners

Open corners of stand floors and platforms must be rounded or angled to avoid sharp corners and tripping hazards.

6.24 Floor Loading Restrictions

The hall floors are concrete covered with carpet. Please contact the **Operations Team** with details of heavy exhibits, as special arrangements may need to be made. The exhibition hall and site floor must not be damaged in any way. The ADNEC Hall Floors including duct/trench covers can withstand a loading of **1,000 kg/sqm**. The exhibitor will be asked to provide supporting metal sheets in case the weight needs further distribution on the venue flooring.

If you are exhibiting any heavy items, please inform the operations team as soon as possible to arrange delivery.

6.25 Floor Protection Steel Base Plates

Where base plates are being used, they must be on solid ground and not on raised flooring. The minimum size of the base plates should be 1.8m x 1.4m x 15mm thick.

6.26 Gangways and Emergency Exits

It is imperative that the venue emergency access gangways and fire escapes remain clear at all times. Plans showing emergency routes can be obtained from the Organiser's office.

During the build-up and break-down periods of the exhibition the gangways can become extremely congested with packing cases, equipment, and general waste – in the interests of health & safety, we request that all exhibitors and contractors cooperate with our floor managers and official show contractors to help maintain the emergency access points and gangways at all times.

The gangways used in this venue are **3m** minimum permissible by law. Under no circumstances will exhibits, stand dressings, tables & chairs etc. be allowed to encroach into gangways. Please keep your exhibits inside your stands at all times.

Failure to do so will incur a fine of **2,500 AED** per hour until gangway is cleared. Kindly co-operate at all times with the Floor Managers and Safety Officers.

Doors and gates forming part of an escape shall be provided with a vision panel of clear glazing at sight level and must be hung to open in the direction of escape, clear of any steps, landings, or gangways. Where necessary doors must be recessed so as not to open onto or obstruct the required width of any gangway or other escape route. Such doors shall be free from fastenings other than panic bolts.

Bridging and carpeting over gangways have specific rules and you should contact the Organisers for further information before any arrangements for your stand are made.

6.27 Aisles

All **aisles must be kept clear of obstruction**, please ensure that all objects, e.g., furniture, roll up banners, display units etc. are kept within the boundaries of your stand. It is imperative that exhibitors do not extend into the aisles, as this can cause a tripping hazard to visitors.

6.28 Stand Number

A stand number must be displayed on an open side facing the main gangway with the below conditions.

- The sign is minimum 60cm W x 30cm H.
- Stand number is clearly visible in Arial-Black font.

Sample image with stand number



6.29 Signage

Signage, flags, graphics etc. are not permitted to overlook other stands where there is a dividing wall or to overhang in the gangways.

Where illuminated fascia boards are used on stands, the lighting of them must be of sufficient power to light the fascia board only and must not cause any spill of light onto neighbouring stands.

No flashing lights will be permitted. We reserve the right to disconnect the electrical supply to any illuminated fascia, which, in our opinion, is causing a nuisance to any other exhibitor.

6.30 Balloons

The use of helium balloons (blimps) and toy balloons is not permitted.

6.31 Night Sheets

Any night sheets used for securing your stand should be of inherently non-flammable material or material that has been treated to render it non-flammable.

6.32 Banners

Exhibitors must forward adequate drawings showing the design, artwork, dimensions, and location to the operations team for approval and to ensure that all rigging is ordered accordingly. Please ensure that all banners are illustrated on stand design when submitted for approval.

All rigging within ADNEC must be carried out by the Official Rigging Contractor, Capital 360. All orders should be requested to Capital 360 with the rigging order form.

Please note: All rigging must be an integral part of the stand design and should remain within the boundaries of the allocated stand space, with a minimum clearance of 0.5 metres from the stand perimeter, and must not encroach on aisles or neighbouring stands.

Banners and signs should be delivered to the rigging service provider no later than ten days prior to the start of the Show and must be delivered in a complete identifiable state, fit for suspension. The suppliers of the signage are responsible for its integrity and that of its suspension points.

Metal or timber-framed signs may only be rigged if fitted with fully captive lifting points bolted through the full depth of the sign, the capacity of which must be sufficient to support the load completely on any individual point. Screw-in

eyes are not acceptable for this purpose and Organisers reserve the right to refuse to allow the suspension of any signs where the suspension lifting points are inadequate.

Due to their flimsy nature, paper signs may only be suspended if constructed from 'Tyvec', or a similar material approved by Organisers.

Flown banners should have a **100mm** sleeve at the top pocket to carry a **50mm** diameter aluminium scaffold tube to be passed through or a suitable width for provided poles. Any weight at the bottom of the banner must be captive. All pockets and captivities to be a vinyl weld construct. Glued and or taped pockets are not permitted.

We undertake to ensure that the suspension of signs is carried out in a safe manner and reserves the right to alter suspension fittings whenever considered necessary. Any additional cost incurred in such actions will be payable by the exhibitors.

For health and safety reasons, banners will only be de-rigged at the end of the exhibition period. They must be collected immediately, otherwise they will be disposed of.

6.33 Rigging and Suspended Items

lease be aware that all rigging within ADNEC must be carried out by the Official Rigging Contractors, Capital 360. It is not possible for exhibitors or their contractors to carry out their own rigging.

- The ceiling height in Halls 1 – 11 is 9.5m to underside of beam/truss.
- The ceiling height in the ICC Hall is 13m.
- The ceiling height of the Conference Rooms is 7m. Plans can be downloaded via the ADNEC web site.
- Please note that there are certain areas within the venue where the ceiling height is less than 10m. These are detailed on the floor plan.
- The Gallery Height between Hall 4 & Atrium and Hall 5 & Atrium is 4.25m.
- There are **no** rigging opportunities throughout the Concourse, Atrium, Link, Conference Rooms A and B, Capital Suites or Hall Main Entrances.
- Floor to ceiling rigging is not permitted.

Exhibitors wishing to rig banners / hanging signs or lighting above their stands must complete and submit the Rigging Order Form. Adequate drawings showing the design, dimensions and location of the suspended item must be attached to this order to ensure that the order is suitable for the item which requires rigging.

Direct support and suspension of structures to the hall roof structure is NOT permitted. All suspended items including lighting rigs and suspended ceilings are permitted, provided they do not exceed the permitted load of the venue's roof beams.

Please note: All rigging must be an integral part of the stand design and should remain within the boundaries of the allocated stand space, with a minimum clearance of 0.5 metres from the stand perimeter, and must not encroach on aisles or neighbouring stands.

In the interests of Health and Safety, the Organisers will require all banners, graphics etc. to be pre-rigged before the first official day of build. Therefore, please ensure that all banners and trusses are onsite for the pre-rig day. It is the responsibility of the individual exhibitor or contractor to ensure that all items for rigging are onsite at this time; we cannot guarantee that it will be possible to rig items arriving after the pre-rig day. This is for the safety of the exhibitors and contractors working in the halls during the build-up period.

The following details should be provided with the rigging order:

- A fully dimensioned, to-scale drawing indicating the orientation of the stand in relation to the building

- Description and number of items to be rigged
- Load on each suspension point
- Preferred suspension height from the floor and hook height (taking into account any bridling which may be required)

6.34 Vehicles / Mobile Units (Heavy and Oversized Exhibits & Displays)

If you wish to display vehicles on your stand, you must receive approval from the Operations Team; the vehicle details should be included within your stand drawings.

The following criteria must be adhered to when displaying a vehicle in the halls:

1. The vehicle must be static and have its engine switched off for the duration of the exhibition
2. The fuel tank must be filled to LESS THAN 1/4 (one quarter) of the tank
3. The vehicle must have a lockable fuel cap
4. The vehicle must have a drip tray placed under the engine
5. The battery must be disconnected
6. A 24hr contact name and number must be given to the Organisers
7. **The keys or spare keys must be handed over to ADNEC Security in case removal is necessary**
8. The Organisers accept no responsibility for any vehicle that is damaged when being brought into or out of the hall or once in its final position
9. Any damage caused to the venue as a result of vehicle movement will be charged back to the exhibitor as part of the dilapidation costs
10. You must work closely with the Organisers when arranging to bring the vehicle into the exhibition, as it will be required to enter the halls before the build due to the logistics of building the exhibition around the vehicle
11. Floor protection steel sheets of minimum size 1.8 m x 1.4 m x 15 mm, need to be installed prior to positioning on the venue floor, if the total weight of the display exceeds 1 tonne per square metre for the delivery and removal of the vehicle/mobile unit. The purpose is to protect the venue's flooring and distribute the weight evenly.

There is a dedicated date and time for heavy or oversized displays to be delivered to the exhibition halls. Please refer to the Exhibition Schedule in Section 1 for the details. It is the responsibility of the exhibitor to ensure that all heavy/oversized exhibits are scheduled to arrive within the dedicated time. Any heavy/oversized exhibits arriving after this time will risk **NOT** being permitted to enter the exhibition halls.

Please Note: If these rules are not adhered to, the Organisers have the right to refuse entry.

Please refer to **Section 9** for information on delivery, transportation, and removal of outsized exhibits.

6.35 Storage

IMPORTANT: No excess stock, literature or packing cases may be stored around or behind your stand, due to the materials being a fire risk and negatively impact the overall appearance and quality of the exhibition.

There is no facility for you to store unwanted goods such as crates and packing materials onsite, so please ensure you arrange for the removal from site of any items you do not wish to keep on your stand.

If you require storage onsite, you should contact [NOATUM LOGISTICS](#), who has storage facilities available. If you need a place to store empty cartons, boxes, literature etc. Please contact **Noatum Logistics**, who will collect these from your stand, store them and deliver them back to you during break-down. Alternatively for space-only stands, you can make the provision to build a storeroom into your stand design.

6.36 Lifting and Logistics

NOATUM LOGISTICS has been appointed as the official lifting contractor for ADIS 2026 and will be the only company authorised to perform lifting and forklifting in the halls. If you require lifting and forklifting services, please contact [NOATUM LOGISTICS](#).

Exhibitors planning to transport their goods through an international courier are recommended to use the services of the Official Freight Forwarding & Logistics Agent who has special facilities in place for the Show.

PLEASE BE AWARE THAT NO PERSON OTHER THAN EMPLOYEES OF THE OFFICIAL LIFTING CONTRACTOR OR VENUE WILL BE PERMITTED TO OPERATE FORKLIFTS OR ACCESS EQUIPMENT AT ADIS 2026 FAILURE TO COMPLY WITH THIS RULE WILL RESULT IN REMOVAL FROM SITE.

6.37 Seated Audiences

Any presentation/demonstration likely to interest groups of 10 or more people must be located towards the centre of the stand and clearly shown on stand drawings, if it causes obstruction within the gangway and/or nuisance to any other exhibitor, we reserve the right to cancel the presentation/demonstration or restrict the frequency.

PLEASE NOTE: Exhibitors need to obtain the necessary Entertainment Permit from the concerned authorities and the Organisers as per their requirements.

6.38 Water Supply

Please be aware that water and waste lines required for the stands is only available within the exhibition halls.

6.39 Water Displays and Features

Exhibitors wishing to have water displays or features on their stand must confirm the details in writing to the Organisers, so that written approval can be given. Contractors / exhibitors must include full details of any water tank or butts necessary in their written application.

Water displays that involve water tanks or butts must ensure that the tanks are constructed so they do not leak. The choice of material must be considered to ensure that water cannot leak onto areas of the hall that carry electrical services, such as the utility ducts.

It is the exhibitor's responsibility to ensure that the design is produced by a competent person taking into consideration the technical and Health & Safety aspects.

As a contractor / exhibitor you must make arrangements for adequate water supply. Water displays will not be permitted without written approval from the Organisers.

6.40 Waste Management

All exhibitors and contractors must ensure that they do not discard sharp objects and must ensure that nails and screws are not left sticking out of waste wood – these must be removed or hammered flat. Organisers are committed to ensuring that the exhibition is as environmentally responsible as possible. Please help us by keeping waste to a minimum, recycling waste where possible and reporting any incidence of fly tipping to the Organiser.

In order to comply with the Regulations of the Environmental Agency in Abu Dhabi, waste stand fitting, exhibits, carpeting, paints, sodium lamps, fluorescent tubing and other materials shall not be abandoned in Exhibition Centre or deposited in the Exhibition Centres' Skips either by Organisers, exhibitors or contractors.

Only Skips issued by ADNEC's cleaning team are allowed in the Exhibition Halls. All unauthorized skips will be removed at the cost of the exhibitor. Skips can be provided on hire with 48 hours' notice.

All waste must be removed from the exhibition halls. Any items of waste or stand fitting left in the halls at the end of the show will be treated as waste and disposed of. Any removal costs will be charged to the exhibitor in question. If you require a skip to dispose of bulk waste, please contact customer.services@adnec.ae.

6.41 Exhibition Timetable

Please refer to the timetable for the build-up and break-down schedule.

The design of your stand must be such that it can be erected and dismantled within the published build-up and break-down periods.

It is important you contact the Operations Team if you foresee any problems keeping to this schedule. It is the responsibility of the exhibitor or their appointed contractor to ensure the stand is being built to the correct floor markings. Please check with the Organisers' office if you are in any doubt regarding your allotted floor space.

6.42 Early / Late Working

If you have appointed a stand contractor to build your open space stand, you must ensure that the design of the stand is such that it can be built within the specified times as stated in this manual.

Early or late working outside the hours of the build-up and break-down timetable will not be permitted. Please inform the Organisers if you believe you will have any issues keeping to the exhibition build/break-down schedule.

6.43 Maintenance

Under no circumstances will maintenance work be permitted on stands during the exhibition open hours. If at any time during the exhibition open days, you need to carry out maintenance work on your stand after the exhibition has closed, please apply to the Organisers by no later than **12:00** on the same day for authorisation.

6.44 Working at Height

Ground access to areas in the vicinity of any work at height must be controlled to prevent persons walking or working directly beneath the area in question. Ground workers in the vicinity must not work directly underneath and wear suitable head protection (e.g., hard hats).

Ladders must be footed or tied off and used in accordance with construction regulations. The use of domestic ladders and steps is strictly forbidden.

6.45 Mandatory Personal Protective Equipment Requirements



Normal Safety Shoes with Toe and Puncture protection

It is now mandatory to wear SAFETY Footwear (safety shoes with toe and puncture protection) to work in the halls and loading bays during build-up and break-down periods. Below are the samples for reference purpose only.



Mandatory Head Protection (Hard Hat)

It is mandatory to wear a hard-hat if you are working on or around any double decker stands, scaffolding, or any structure where there is a risk of falling objects or head injury.



Mandatory High Visibility Clothing (High Visibility Vest)

It is now a mandatory requirement to wear high visibility jackets/vests (any color) in the halls during build-up and break-down, and at ALL TIMES in the loading bays or areas where there is movement of vehicles.

You may purchase High Visibility Vests from the grocery store "Baqala" located inside the ADNEC Centre venue (subject to stock).



Mandatory Ramp and Safety Signage for Slip and Trip Hazard Areas

Wherever there are trailing cables in gangways during any period open to the public, it is a mandatory requirement that safety ramps are provided in a DISTINCTIVE/HIGH VISABILITY colour, supported by hazard tape and safety caution signage (please see example below).

In the case of a security emergency or if you see anything suspicious, call the venue emergency number. Co-operate fully with any instructions you may be given:

Email: security@adnec.ae

Telephone: +971 (0) 2 406 4444

Exhibitors and contractors have a duty to ensure that all tools are fit for purpose and safe to use.

All dangerous moving parts such as circular saws must be guarded with controls to prevent unauthorised use.

The use of battery powered tools is strongly encouraged to reduce trailing cables and risk of electrical hazards. Those using mains powered tools must ensure that cables are not trailed across aisles.

6.46 Work Equipment and Tools

All dangerous moving parts such as circular saws must be guarded with controls to prevent unauthorised use.

The use of battery powered tools is strongly encouraged to reduce trailing cables and risk of electrical hazards. Those using mains powered tools must ensure that cables are not trailed across aisles.

6.47 Organisers' Right to Change Stands and Floor Plan Layout

In the interests of the exhibition as a whole, it may be necessary to remove or alter anything in - or forming part of - any stand. If we feel this action must be taken this would have to be at the expense of the exhibitor concerned. The exhibition floor plan is subject to change at the discretion of the Organisers. Please contact the Organisers to obtain the latest version of the exhibition floor plan.

6.48 Venue and Local Authority Regulations

All work must be carried out in compliance with the regulations of the venue. If an exhibitor causes to be erected a stand which does not conform fully and in all respects to the requirements of the Organiser, venue and Abu Dhabi Municipality, the Organisers reserve the right to alter, demolish or reconstruct the stand in a way that conforms to the regulations and requirements, all at the exhibitor's expense.

6.49 Insurance Regulations

The exhibitor is totally responsible for obtaining insurance protection for his exhibits, property, personnel against all risks as stated in the Terms and Conditions of their Contract. Equipment should be insured both in transit and on location at the exhibition for the entire period it is on the exhibition site.

Insurance cover should include:

- Personal injury
- Third party claims

- Expenses incurred and/or losses of any kind, including losses resulting from the abandonment or postponement of the exhibition
- Medical expenses and baggage cover
- Value of the stand, including the fittings
- Such insurance must be a minimum of AED 14,000,000.00

6.50 People of Determination Discrimination

Where exhibitors have a platform on a stand a reasonable adjustment is to incorporate a ramp into the platform on the stand. If this is not possible then a signed point should be created where disabled people can be served off the platform at ground level. Whatever the content of the stand is needs to be accessible to all.

Please note the following when designing your stand:

- Ensure that your stand incorporates enough space for wheelchair access - 1.2 metres aisle width is deemed sufficient – though only 750mm for an internal door – suggesting that 750mm would be enough
- The gradient of any ramp should be no greater than 1:12
- If a stand is a double-decker, then it is probably not practical to offer lifts. Therefore, please ensure that any services – such as refreshments can be brought downstairs on a tray for those that need it
- Serving counters should have a low access point no higher than 760mm or a lap tray should be provided for the convenience of disabled people

6.51 Build in Atrium / Concourse

Floor protection must be put on the marble before ANY materials are placed there. All stands must be built on carpet before to protect the marble floor including the stand area.

Carpet must also be laid around the footprint of the stand to house materials and stand fitting required for build-up and break-down.

There are no rigging opportunities available throughout the Atrium or Concourse.

There are height restrictions in some areas of the Atrium.

Stand heights at the concourse area are now limited to **3 metres (3mH)**. Make sure that you share this information with your appointed stand contractor as soon as possible.

Important: Stands or parts of stands constructed in the Atrium/Link or Concourse areas must enclose all open sections of the structure using flame-retardant translucent stretch fabric that complies with BS 476 Part 7 Class 1.

If you have any questions or need further clarification on stand orientation, please contact operations@adisummit.ae

Concourse and Atrium areas have limitations as to the power, internet, and water & waste provision in this area. Power supply cabling will be routed from Exhibition Halls or other designated areas. Exhibitors must provide suitable, well-designed and visually acceptable cable ramps to cover and protect all power cables.

For information on accessing the loading bay during build-up and break-down in the Atrium and Concourse please coordinate with the operations team.

6.52 Stands Facing Main Hall Entrances

Stands located directly opposite or facing a main hall entrance are typically the first exhibition stands seen by visitors and play a key role in shaping expectations for the industry sector within that hall.

6.53 ADNEC Hall Specifications

Hall Height	10 m	Structure	Concrete + Steel Frame
Floor Load	1,000kg /Sqm	Lighting	Spotlights
Floor Finishing	Reinforced Concrete	Air Conditioning	Central

IMPORTANT: Any Space-Only stands exceeding 4m in height must submit structural calculations for stand approval.

IMPORTANT: All stands, equipment, merchandise, and waste (stickers, carpet, etc.) absolutely must be removed before end of dismantling.

Once the fitting deadlines have passed, the Organiser may, **at the cost and liability of the exhibitor**, take any measures deemed useful to dispose of the remaining equipment and waste on the pitch, as well as the destruction of structures and decoration of any kind that have not been dismantled.

RECOMMENDATION:

If you outsource decorator services, be sure that your quote includes fitting, dismantling and waste removal and add them if they are not featured on the quote.

6.54 Dismantling

We recommend you inform your forwarding agents; freight carriers and contractors that goods removal shall be completed at the dates and times specified in the [Exhibition Schedule](#).

All accounts due to the Organiser and Contractors must be settled prior to dismantling.

No access to halls for contractors or other staff assisting in the break-down of stands is allowed until the hall is clear of visitors. There is limited access to the rear of the halls, so vehicles will NOT be allowed into the Loading Bays until the Show has officially closed. All vehicles MUST be parked away from the loading bays and called when access is available. Vehicles may not enter the vicinity of the back of the halls unless directed by the traffic marshals.

Private cars are allowed loading and unloading zones for the purpose of delivery of goods only. Not more than 30 minutes (thirty minutes only).

All stand materials and waste must be cleared on or before **15 May 2026 at 16:00**. Additional charges will incur if this is not achieved – **Section 3.8** for more information. All goods, stands, decor and equipment of whatever type which are not removed within the given time, will be disposed of by the organizer at the exhibitor's expense. No claim will be accepted in this respect.

SECTION 7 Sustainability

Sustainability Guide:

To improve the overall sustainability aspect of the Show please consider the following points:

- Have you started implementing an event sustainability management system such as ISO 20121?
- Do you brief your staff on your company sustainability policies?
- Do you have a Sustainability or Green Team to help implement sustainability measures?
- Do you report on your sustainability actions?
- Do you try to make changes so that your stand is reusable each year to reduce waste?
- Could you reduce the number of giveaways you hand out, or get rid of them altogether?
- Do you share transportation with others to reduce CO₂ or have you booked your hotel in walking distance to the venue you are exhibiting at?
- Have you produced marketing materials without dates, so they are reusable?
- Could you offer a 'virtual' gift bag to your attendees and provide all important information, announcements and advertisements via email also provide information to your delegates electronically?
- Have you tried to donate to local social programs unwanted event extras such as cut flowers, pens, and unopened food.

Go Digital

The case for going digital is a strong one, with a huge range of benefits for event organizers and exhibitors alike.

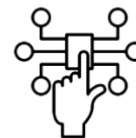
First off, digital also has environmental advantages, creating less environmental impact by:

- Reducing carbon emissions from shipping.
- Reducing the amount of paper needed overall.
- Reducing trash generated from discarded marketing materials.

In addition to the environmental benefits, digital makes sense financially and logistically. Because digital materials are easy to edit and access, exhibitors can see major reductions in shipping and labor costs. Plus, an error on a digital display is an easy fix, even mid-event.

Sustainability Tips and Advice:

The following is a list of tips for ensuring a more sustainable presence at our events. We appreciate that your choices have to be economical and appropriate for your corporate image (we are making the same choices ourselves, for the organization of the event) but we believe that there are areas where we can all make more sustainable choices at our exhibitions.



Therefore, the main objectives should be as below:

REDUCE

- Include sustainability early in the planning process.
- Ensure the design meets your objectives without excessive material. The best stand design doesn't always mean the most stand fitting materials.
- Lighting normally consumes a lot of power (which is expensive in exhibition halls). While you want your stand appropriately lit, choosing different light fittings, or reducing the number of fittings could save you money.



- Reduce waste to the totally unavoidable by using products which can be reused or recycled.
- If not recycled, some materials (like wood) are widely available from sustainably managed sources. Avoid using tropical hardwoods in furniture and display fittings, unless you can be sure that it comes from a sustainable, managed source.
- If you intend to offer on-stand catering, avoid using disposable cutlery and crockery.
- Use carpet tiles instead of sheet carpet. If you use sheet carpet, ensure that it can be recycled.
- Maximize the use of prefabricated stand fitting and reduce the construction onsite. This will save material in the long run and reduce your costs as build and dismantle are quicker.

REUSE

- Whenever possible, consider the use of modular display items. Modern systems are both creative and reusable – time and time again.
- Talk to your stand builder about materials that can be reused several times and that, when no longer suitable for stand construction, can be recycled.
- If you exhibit at many exhibitions try to reuse as much of the material as possible. If not, allow your contractor to design elements of the stand in such a way that they may have a use for them for other clients in the future.
- This wastes less material and may reduce costs to you.
- If you exhibit worldwide you may want to evaluate material reuse vs the cost/impact of shipping between countries/regions.



RECYCLE

- Which of the stand materials can be recycled at the end of their life? Can they still be recycled after you have treated them? (e.g., wood may or may not be able to be recycled depending on the type of paint or finish you apply to it).
- Have any of your stand materials already been recycled?



SECTION 8 Custom Made & Pre-built Stands

8.1 Custom Made & Pre-built Stands

If you have contracted for a **Custom Made & Pre-built Stands**, please review the below information about what is included within that package.

Custom Made Stands:

For details and to see what is included in the package, please refer to your exhibition contract. Branding or to add additional elements such as furniture, please email your inquiry to operations email.

Exhibitors who do not provide their artwork by 25 April 2026 this deadline will have the event's generic branding. For any questions, please email operations@adisummit.ae.

8.2 Electrical Installation, Supply & Lighting

The standard supplies of electrical current available in the exhibition halls are:

- Single phase 220 volts 50Hz
- Three phase 415 volts 50Hz

The power (watts w / kilowatts kW) produced by each electrical current is summarised in the table below:

CURRENT (AMPS)	WATTS (W)
----------------	-----------

16 ASP	3000w (3kw)
32 ASP	6000w (6kw)
16 ATP	10000w (10kw)
32 ATP	20000w (20kw)
63 ATP	40000w (40kw)
100 ATP	63000w (63kw)
125 ATP	80000w (80kw)

Three-phase supply and 24hr power connection may be ordered via the Electrical Order Form.

General hall lighting will be provided in the halls.

A range of lighting and electrical fittings are available for hire, check the Electrical Order Form for products and prices.

Cables may not be plugged into the venue sockets and/or trailed across the gangways.

8.3 Power Supply

All Pre-built stands will be supplied with a single-phase mains terminal by suitable switchgear, 1 x 13amp socket.

POWER will be turned off 30 minutes after the Show closes.

8.4 Compressed Air

Exhibitors may not have generators or compressed air units on their indoor stands.

8.5 LPG - Liquefied Petroleum Gases (Propane, Butane, etc)

All non-mains flammable gas including compressed gas & LPG is prohibited on the premises at all times unless the venue is satisfied that exceptional circumstances apply, and its prior consent is obtained.

8.6 Plastics / Stand Dressing

Lexan and Macralon are acceptable. **Perspex must not be used.** Artificial plants and flowers which are combustible and give off toxic fumes must not be used for stand dressing. Plastic security night sheets are also not permitted.

8.7 Fire Regulations

All stand construction and displays must be **FIRE RETARDANT**. Any goods attached to your stand will constitute as part of your stand and will be subject to these regulations.

Smoke machines, naked flames and gases are subject to approval from Abu Dhabi Municipality. Please contact the Organisers for venue approval, at least 5 weeks prior to when the show opens to the public.

8.8 Open Flames

Fumes from open fires or candles will **NOT** be permitted.

8.9 Fabrics Used in Displays

Textile fabrics used for interior display purposes on the stand must be FIRE RETARDENT or purchased already treated by use of approved chemicals. Certain fabrics need not be fireproofed, i.e., wool, twill or felt. Textile fabrics used for interior decorative purposes within stands must be fixed taut and or in tight pleats (not draped) to a solid backing and secured 3 inches above floor level and not touching any light fittings. Cellulose paints are flammable and must not be used for stand dressing. Water based paints must be used.

8.10 Timber Used in Stand Displays

All timber under 1 inch thick must be impregnated (pressure process). Boards, plywood, chipboard etc. must be treated in the same way if they are less than **18mm** thick. Timber over 1 inch thick need not be treated & M.D.F. is acceptable in most cases.

8.11 Floor Loading Restrictions

The hall floors are concrete covered with carpet. Please contact the **Operations Team** with details of heavy exhibits, as special arrangements may need to be made. The exhibition hall and site floor must not be damaged in any way. The ADNEC Hall Floors including duct/trench covers can withstand a loading of **1,000 kg/sqm**. The exhibitor will be asked to provide supporting metal sheets in case the weight needs further distribution on the venue flooring.

If you are exhibiting any heavy items, please inform the operations team as soon as possible to arrange delivery.

8.12 Floor Protection Steel Base Plates

Where base plates are being used, they must be on solid ground and not on raised flooring. The minimum size of the base plates should be 1.8m x 1.4m x 15mm thick.

8.13 Gangways and Emergency Exits

It is imperative that the venue emergency access gangways and fire escapes remain clear at all times. Plans showing emergency routes can be obtained from the Organisers' office onsite.

During build-up and break-down periods of the exhibition the gangways can become extremely congested with packing cases, equipment, and general waste – in the interests of health & safety, we request that all exhibitors and contractors cooperate with our floor managers and official show contractors to help maintain the emergency access points and gangways at all times.

The gangways used in this venue are **3m** minimum permissible by law. Under no circumstances will exhibits, stand dressings, tables & chairs etc. be allowed to encroach into gangways. Please keep your exhibits inside your stands at all times.

8.14 Aisles

All **aisles must be kept clear of obstruction**, please ensure that all objects, e.g., furniture, roll up banners, display units etc. are kept within the boundaries of your stand. It is imperative that exhibitors do not extend into the aisles, as this can cause a tripping hazard to visitors.

8.15 Balloons

The use of helium balloons (blimps) and toy balloons are not permitted at ADIS 2026

8.16 Night Sheets

Any night sheets used for securing your stand should be of inherently non-flammable material or material that has been treated to render it non-flammable.

8.17 Storage

IMPORTANT: No excess stock, literature or packing cases may be stored around or behind your stand, due to the materials being a fire risk and negatively impact the overall appearance and quality of the exhibition.

There is no facility for you to store unwanted goods such as crates and packing materials onsite, so please ensure you arrange for the removal from site of any items you do not wish to keep on your stand.

If you require storage onsite, you should contact [NOATUM LOGISTICS](#), who has storage facilities available. If you need a place to store empty cartons, boxes, literature etc. Please contact **Noatum Logistics**, who will collect these from your stand, store them and deliver them back to you during break-down.

Alternatively for space-only stands, you can make the provision to build a storeroom into your stand design.

8.18 Break-Down of Stands and Exhibits

Exhibits or stand fittings must **NOT** be removed or dismantled before **18:00, 14 May 2026**.

Exhibitors are responsible for removing all materials from their Custom Made Stands & SMES Pods stands by **20:00** on **14 May 2026**. A charge will be made should the Organisers have to arrange the removal of any items. This also applies to materials left in the loading yard – photographic evidence will be taken.

THE ORGANISERS WILL NOT BE HELD RESPONSIBLE FOR ANY ITEMS LEFT IN THE HALLS AT ANY TIME.

8.19 Damage to the Venue

Damage caused to the fabric of the exhibition building by an exhibitor / contractor will be charged accordingly. Under no circumstances should an exhibitor / contractor attempt to repair any damages caused.

It is strictly prohibited to affix nails, tacks, screws, adhesives, paint or similar items to the floor, walls, ceiling, Custom Made and Pre-built Stands structure and other parts of the premises.

8.2 Insurance Regulations

The exhibitor is totally responsible for obtaining insurance protection for his exhibits, property and personnel against all risks as stated in the general conditions. Equipment should be insured both in transit and on location at the exhibition for the entire period it is on the exhibition site.

Insurance cover should include:

- Personal injury
- Third party claims
- Expenses incurred and/or losses of any kind, including losses resulting from the abandonment or postponement of the exhibition
- Medical expenses and baggage cover
- Value of the stand, including the fittings
- Such insurance must be a minimum of AED 14,000,000.00

8.34 Organiser's Right to Change Stands and Floor Plan Layout

In the interest of the exhibition as a whole, it may be necessary to remove or alter anything in – or forming part of – any stand. If the Organiser feels this action must be taken, then this would be at the expense of the exhibitor concerned.

The floor plan is subject to change at the discretion of the Organisers.

8.35 Venue and Local Authority Regulations

All work must be carried out in compliance with the regulations of the Venue.

If an exhibitor constructs a stand which does not conform fully to all the requirements of the Organiser, venue and Abu Dhabi Municipality, the Organisers reserve the right to alter, demolish or reconstruct the stand at the exhibitor's expense in a way so that it conforms to the regulations and requirements.

8.36 Dismantling

We recommend you inform your forwarding agents; freight carriers and contractors that removal of goods shall be completed at the dates and times specified in the [Exhibition Schedule](#).

All accounts due to the Organiser and Contractors must be settled prior to dismantling.

No access to halls for contractors or other staff assisting in the break-down of stands is allowed until the hall is clear of visitors. There is limited access to the rear of the halls, so vehicles will NOT be allowed into the Loading Bays until the Show has officially closed. All vehicles MUST be parked away from the loading bays and called when access is available. Vehicles may not enter the vicinity of the back of the halls unless directed by the traffic marshals.

Private cars are allowed loading and unloading zones for the purpose of delivery of goods only. Not more than 30 minutes (thirty minutes only).

Custom Made and Pre-built Stands' will be dismantled on **14 May 2026** after the Show closes. Exhibitors are therefore kindly requested to remove their goods and personal possessions on the evening when the Show closes on **14 May 2026** between **18:00 to 20:00**.

SECTION 9 | Delivery, Transportation & Removal of Exhibits

9.1 Official Freight Contractor

The Organisers have appointed **Noatum Logistics in Collaboration with Rhenus Logistics** as the official freight, customs clearance, transportation, lifting and handling contractor and the recommended shipping and freight forwarding contractor for **ADIS 2026**

NOATUM LOGISTICS should be contacted directly regarding all freight, lifting and goods handling queries through email: fe.noatum@adports.ae, accordingly the official contractor will forward the following details to all exhibitors:

- A list of their services – Air & Sea Freight
- Onsite freight handling charges
- Details of the necessary documentation required by the United Arab Emirates Customs Authorities
- Contact details of the official contractors appointed agent in the exhibitors' country

It is the responsibility of the exhibitor to advise the official onsite freight handler of their freight details and to ensure that they are aware of the costs of onsite handling charges.

FOR HEALTH & SAFETY AND SECURITY REASONS THE OFFICIAL CONTRACTOR HAS SOLE RESPONSIBILITY FOR THE MOVEMENT AND CO-ORDINATION OF ALL EXHIBITS ON THE EXHIBITION SITE, INCLUDING THE PROVISION OF LABOUR AND HANDLING EQUIPMENT. NO OTHER CONTRACTOR OR THEIR EQUIPMENT WILL BE ALLOWED TO OPERATE WITHIN THE EXHIBITION AREA.

9.2 Sea and Air Freight Deadlines

If you require a full shipping service collected from country of origin and delivered to your stand, the latest receiving dates for your cargo will be advised to you by the official contractor's local agent in your country. However, if you are making your own arrangements for shipping, please note the deadline dates below.

It is also important to note that all local clearance, delivery and handling will be arranged by Noatum Logistics only.

Document Deadlines: Exhibitors are requested to send in advance commercial documents to **Noatum Logistics** by email prior to sending by courier the ORIGINAL documents to ensure all details are correct and as per the Abu Dhabi customs requirements.

ADIS 2026 End User Certificate (EUC)	15 April 2026
Original Sea freight documents	15 April 2025
Original Airfreight documents	20 April 2026
Original Road freight documents	25 April 2026
Videos / CD's for censorship	20 April 2026

Cargo Arrival Deadlines	
FCL shipments to Abu Dhabi Seaport	20 April 2026
LCL shipments to Abu Dhabi Seaport	20 April 2026
Airfreight shipments to Abu Dhabi Airport Only	24 April 2026
Road freight shipments to UAE border	27 April 2026
Videos sent by courier to Abu Dhabi for censorship	20 April 2026

Please note: We would recommend that you use the official shipping contractor, [Noatum Logistics](#), as they will deliver your freight, hold it until you are ready to receive it and will deliver it directly to your stand.

9.3 Deliveries to Site

Deliveries will not be accepted onsite before the following deadlines:

- 30 April 2026 for all heavy or oversized items & items requiring rigging
- 6-8 May 2026 for space-only stands, Custom Made Stands and Pre-built stands

All deliveries must be marked up clearly, as follows:

****Company Name, Stand Number, Hall Number & Contact Number ****

ADIS2026
 ADNEC Centre Abu Dhabi
 Al Khaleej Al Arabi Street
 Abu Dhabi, United Arab Emirates

Please ensure that your exhibit materials are in the hall at least 2 days prior to the official opening of the Show. Exhibit materials, including brochures, posters and samples etc. being brought to the halls after **8 May 2026 will not be permitted through the front main entrance doors**. Only hand carried items may be brought into the hall during Show open hours. Any items requiring a trolley or pallet truck must wait until after the Show has closed.

Please ensure that anyone delivering goods to you knows your stand number, hall name and that they deliver them at an appropriate time when someone is on the stand to receive the goods.

For security reasons the Organisers are not permitted to accept deliveries on behalf of exhibitors. This is especially applicable to courier services that require a signature; all couriers will be held within the reception building where exhibitors will have to meet them in order to sign and receive their delivery.

Deliveries to the stand during the exhibition open period may be made early each morning. Throughout the course of the day only hand-carried items will be permitted entry and will be subject to security screening.

9.4 Delivery Vehicles & Courier Access

Delivery drivers will only be permitted to enter the venue if they are in possession of a photo ID pass which must be applied for in advance. Delivery drivers without a photo ID pass will not be able to enter the venue and exhibitors must make arrangements to collect deliveries themselves from the designated collection points. It is the responsibility of the exhibitor to ensure they have a representative on site to receive or collect any deliveries, the Organisers will not accept any deliveries on behalf of exhibitors.

For security reasons, no delivery drivers without photo ID passes will be able to enter the venue under any circumstances.

Please Note: All vehicles entering the exhibition site are liable to be searched.

9.5 Documentation

The preparation of documents must be in accordance with the regulations laid down by the United Arab Emirates' Customs Authorities. All relevant information will be contained in the official contractor's letter to exhibitors, please [Noatum Logistics](#) directly regarding any documentation queries.

9.6 Onsite Goods Handling

For enquiries or information relating to shipments arriving at the exhibition hall marshalling yard for delivery to the stand, please contact [Noatum Logistics](#), our Official Freight Forwarding & Logistics Agent.

30 April 2026 between 08:00am – 12:00pm is the designated heavy lift time. Exhibitors requiring a crane for positioning items in excess of 2000 KG or measuring more than 2.5m in length, width or height are responsible for liaising with [Noatum Logistics](#) to ensure that all heavy exhibits or outsized items are onsite and placed during this day.

Any heavy or outsize items arriving after the aforementioned deadline will not be permitted entrance into the halls. This also applies to display vehicles. This is for the safety of the exhibitors and contractors working in the halls during build-up period.

Exhibitors are advised to make sure that their contractors have all the contact details of [Noatum Logistics](#).

9.7 Unloading of Equipment

The use of powered mechanical handling and access equipment is strictly controlled. The official onsite freight handlers & rigging contractor are the only persons authorised to operate lifting and access equipment and forklift trucks within the ADIS 2026 site. This appointment provides the necessary levels of competence and controls over all heavy lifting operations, required to satisfy Health & Safety regulations.

[Noatum Logistics](#) is the only company permitted to provide lifting services at **ADIS 2026** Stand build contractors and exhibitors will not be permitted to operate any lifting or access equipment. Any unauthorised lifting or access equipment will be removed from site.

9.8 Removal of Exhibits

Stands and exhibits must not be dismantled before the exhibition closes at **18:00, 14 May 2026**.

All exhibits must be cleared from the site by 18:00, 14 May 2026. Failure to meet this deadline will result in a penalty fee – see **Section 3.8** for more information on charges.

All outsized items, heavy items and items requiring rigging will be the last items to leave the halls for Health & Safety Reasons. All other items must be removed in accordance with the below deadlines:

DATE	TIME	ACTIVITY
14 May 2026	18:00 – 20:00	Removal of handheld goods only
15 May 2026	08:00 – 16:00	Dismantling & Removal of stands

Exhibitors taking handheld and locally transported goods off site must complete a Security Form listing items to be removed. Forms may be obtained from the Organisers. These must be signed by the Organiser and if applicable, by the GHQ Logistics Committee. Security forms are not required for goods going out as air and sea freight.

9.9 Insurance

It is the responsibility of the exhibitor to carry full insurance cover from the point of leaving the warehouse up to the point of return to origin.

9.10 Restricted Items

Companies who are in doubt as to whether import of their goods to the UAE is restricted should contact the relevant Government Trade Office of the country of origin.

Additionally, any goods of a hazardous nature should be separately listed on invoice forms and full particulars given (i.e., IMCO Classifications etc.) for suitable stowage.

9.11 Handheld Items

Handheld exhibits are any items you intend to bring with you in person on your flight to the UAE instead of shipping them directly.

Kindly send any information regarding any handheld exhibits to our official & sole freight contractor **Noatum Logistics** to the email address fe.noatum@adports.ae and take note of the below important points:

Please ensure to carry copy of signed and stamped End User Certificate (EUC) issued by the Organisers and invoice of the product. In case you are stopped, please present the said documents to Customs. If you are not allowed to hand carry the shipment, then they may issue you a Customs custody receipt and keep the items with them.

Once you are at the exhibition venue, hand over the original receipt to the logistics team onsite and they will arrange to clear the shipment and deliver it to you. In this case charges as per handling tariff will apply.

SECTION 10 Registration & Badge Types

10.1 Types of Badges

1. **Exhibitor Badge:** Personnel who will represent your company at the stand during the Show. This badge has access during build-up, break-down and show days.
2. **Exhibitor On-Site Support Badge:** Person who would help in maintaining the stand during the show. This badge has access during build-up, break-down and show days.
3. **Exhibitor Media:** Personnel who will be acting as media for your stand. This could include your social media agency, your photographers, videographers, etc. [Their access is only during the show days.](#)

Wristband Policy: Please note as per the venue policy, you will be required to purchase a wristband at the venue during build-up, break-down and after hours of the Show along with the badge.

10.2 Badge Registration

All attendees who need to access the exhibition halls for the Show must register **ONLINE before 25 April 2026.**

Steps for Registration:

1. Exhibitor needs to identify an admin within the team to register his colleagues for badge registration.
2. You will find registration links on the scheduled table in this document
3. Click on the link
4. To complete your badge registration, please fill out the form