

Primary Exhibition Coordinator & E-Zone Access

If you are receiving this email, you are listed as the **Primary Exhibition Coordinator (PEC)** for your company.

Each exhibiting company can have **one PEC**, responsible for managing exhibitor access and sharing key information with their team: [Managing Your Exhibitor Contacts](#).

The PEC will receive the **E-Zone login email when the platform launches in late March**. This will be sent from noreply@reg.ibc.org, so please check your **junk or spam folders** if you do not see it.

The **E-Zone** is where you will manage key exhibitor tasks, submissions, and planning information for IBC2026.

Stand Anomalies & Height Restrictions

Some stands have **specific planning considerations**, such as pillars, height restrictions, or other build notes.

If this applies to your stand, we will contact you directly to reconfirm the details previously shared at the time of booking. These emails will be sent from jtrevor@ibc.org, please ensure this information is shared with your stand builder or planning team.

Key Deadline – Stand Plan Submission

Stand Plan Submission Deadline: 19 June 2026

Stand plans must be submitted for approval where applicable. Late submission risks approval for your stand design as well as incur a higher **Stand Plan Inspection (SPI)** fee.

Stand plans are required for:

- Space Only stands including Content Everywhere and Future Tech Space Only stands.
- Space Only Balcony Suites
- Double Decker stands
- Outdoor exhibits
- Stands with additional construction elements

The **stand plan submission link will be available shortly via the E-Zone** once it launches.

In the meantime, please review the [Stand Plan Submission Process Guide](#) for an overview of requirements and the approval process.

Meet the Team at Satellite 2026

Our colleague Kimberly Lightfoot from the IBC Sales team will be attending Satellite 2026. If you're also attending, it's a great opportunity to connect and discuss ways to enhance your presence and maximise the value of your participation at IBC2026 and beyond.

Whether you're exploring upgrades, interested in learning more about our new satellite initiatives at IBC2026, or simply want to talk through the options available, Kimberly would be happy to catch up during the event.

To arrange a time, please contact klightfoot@ibc.org to coordinate availability.