

\*Please note that the Operations team for IH Munich are English speaking. All forms completed for the Operations team must be completed in English. If you have any difficulty in doing this, please contact the [Organisers](#) and we will find an alternative solution.

# EXHIBITION TIMETABLE

To view and download a copy of the latest floorplan please follow this link: [IHM26 floorplan](#)

**ENSURE LINKS AND DATES ARE UP TO DATE**

BUILD UP	HALL OPEN	ACCESS FOR/ SCHEDULE:
Monday 14 September	0800 – 1800hrs	Official contractors and those nominated for <b>SPACE ONLY</b> sites.  Contractors should check that all services have been pulled through in the correct position before they start to build the stand.
Tuesday 15 September	0800 – 2000hrs	<b>Space Only</b> construction continues.  <b>All construction waste must be removed from site. <a href="#">Click here for our waste policy and advice.</a></b>  All stands to be complete and any litter and stand construction materials to be removed from the halls by 1800hrs. Stand dressing only after this time. <b>Please note, last access to the hall will be 1900hrs</b>
	1000 – 2000hrs	<b>Shell Scheme</b> ready for exhibitors to begin interior display.  All stands to be complete and any litter and stand construction materials to be removed from the halls by 1800hrs. Stand dressing only after this time. <b>Please note, last access to the hall will be 1900hrs</b>

OPEN PERIOD	HALL OPEN	SHOW OPEN HOURS
Wednesday 16 September	0800 – 1930hrs	1000 – 1900hrs
Thursday 17 September	0800 – 2200hrs	1000 – 1700hrs

BREAKDOWN	HALL OPEN	ACCESS FOR/ SCHEDULE:
Thursday 17 September	1730 – 2200hrs	Contractors will not be allowed access for breakdown until all visitors have left and it is deemed safe to do so.  <b>All Shell Scheme stands must be completely cleared of all exhibits, graphics, furniture and stand fitting by time the hall closes at 2200hrs. Dismantling of Shell Scheme stands will be at 0800hrs on Friday 18 September.</b>  It is advisable NOT to leave the stand unattended during the breakdown period. The safety of any items left behind is the responsibility of the exhibitor.
Friday 18 September	0800 – 1600hrs	Removal of stand fittings and clearance of <b>Space Only</b> sites only. <b>Hall to be completely clear by 1600hrs.</b>  Please make sure your contractor has clear instructions to remove all stand construction materials

		(including flooring, carpet and carpet tape).  <b>All waste must be taken away. <a href="#">Click here</a> for our waste policy and advice. Any items left behind will be deemed as waste and a disposal fine will be charged to the exhibitor. Please ensure your appointed stand builder removes the stand waste to avoid these charges.</b>
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**\* IHM is a TRADE ONLY event, entry is not permitted for anyone under the age of 18.**

**Please note, persons under the age of 18 will not be admitted into the Exhibition Hall under any circumstances during the build-up and breakdown periods.**

**Animals are not permitted, unless they are support animals - If they are support animals, the organisers will require to see the certificate.**

**Personal Protective Equipment (PPE):**

- During build and breakdown contractors & exhibitors are required to wear suitable protective clothing relevant to their job.
- Anyone wearing open toed, thinned soled or high heeled shoes will not be able to access the halls. Protective footwear should be worn at all times.
- High visibility jackets must be worn in all locations where vehicles are operating (i.e., loading bays/ lorry ways).