FIERA MILANO

RULES ABOUT SETTING UP AND DISMANTLING

MYPLANT &GARDEN
International Green Expo

February 26 - 28, 2020 Halls 12 - 16 - 20 fieramilano

	DAYS	OPENING HOURS of the halls from	to	TYPE OF VEHICLE ALLOWED	ENTRANCE GATES
	WE REMIND YOU THAT A CONTACT TELEPHONE NUMBER MUST BE KEPT DISPLAYED IN THE VEHICLE				
SETTING UP	Saturday, February 22	7:30 AM	6:30 PM	**all types**	♦ **CARGO 1** GPS + 45°31'22.67",+9°4'51.21" ♦ **CARGO 5** GPS + 45°31'14",+9°4'33.76" **(open until 12 p.m.)**
	Sunday, February 23	7:30 AM	6:30 PM	**all types**	
	Monday, February 24	7:30 AM	6:30 PM	**all types**	
	Tuesday, February 25	7:30 AM	6:30 PM	**all types**	
	The access for vehicles is authorized only for unloading goods. Private cars have dedicated parking in Largo Nazioni.				
DISMANTLING	Friday, February 28	5:00 PM	5:30 PM	***hand parcels only**	♦ **CARGO 1** GPS + 45°31'22.67",+9°4'51.21"
		5:30 PM	7:00 PM	**less than 7,5 tons**	
		7:00 PM	11:00 PM	**all types**	
	Saturday, February 29	7:30 AM	6:30 PM	**all types**	♦ **CARGO 1** GPS + 45°31'22.67",+9°4'51.21"
	Sunday, March 1	7:30 AM	6:30 PM	**all types**	♦ **CARGO 5** GPS + 45°31'14",+9°4'33.76" **(open until 12 p.m.)**

NOTES:

FIERA MILANO has the right to direct all incoming cars in the parking area of Largo Nazioni.

*** From 5.30 pm some Fiera Milano activities are scheduled in order to begin the dismantling: fitted carpet removal and electricity motive power disengage in the booths.**

Click here for the days when it is forbidden circulation outside urban areas of the vehicles with a capacity exceeding 7,5 tons.

Please note that the access to Fairground is authorized after registering the vehicles and people working for the construction of the stands. The surveillance service will spot-check on the validity of the personal badge and its matching with a current ID.

Unauthorized people and children under 15 years are not allowed to enter the exhibition areas where setting up and/or dismantling operations are in progress.

For registering people and vehicles without barcodes and/or for issuing additional badges you can reach the Logistic Office located close to Largo Nazioni, entrance from Cargo 1 and outside Cargo 5.

For information: logisticafiera@fieramilano.it - ph. +39 02 4997.6304

For any further information about the setting up/dismantling operations, technical details and provisions for the circulation of vehicles inside the Exhibition Center please refer to **Fiera Milano Technical Regulations** that can be consulted on our website www.fieramilano.it, clicking on the Exhibition name and then on "Exhibitor technical information".

In particular we remind you the duty for all subjects working on behalf of Exhibitor, under contract or subcontract, to equip their workers with personal badges (Legislative Decree 81/08 - Art.18, paragraph 1, lett. u - Art. 21, paragraph 1, lett. c - Art. 26. paragraph 8).

Time extensions

We recommend Exhibitors and Stand-fitters to take notice of Article 1.10 and 9.4 from Fieramilano Technical Regulations Plan.

Any legitimate need for a limited extension of the times scheduled for set-up **(excluding the day before the event)** and take-down must be requested from Customer Service by filling out a special form.

The request must be made by 4 pm on the day the extension refers to and Customer Service will give confirmation of authorisation no later than 5.45 pm on the same day.

Upon the request, Customer Service will communicate the hourly flat rate fee to be paid to Fiera Milano to cover expenses.

On the day before the event:

- **it is forbidden** to carry out stand fitting operations not previously authorised by the Organiser in accordance with Fiera Milano;
- **extensions for set-up operations cannot be authorised** beyond the scheduled closing time.

Non authorised presence at the stand outside of permitted times. Fiera Milano (Customer Service also with the support of Security Service) applies a penalty of € 250 for each hour's presence at the stand or fraction thereof outside of the permitted times, notwithstanding compensation for greater damages.