



# **GENERAL EXHIBITOR INFORMATION**

2019 ISAKOS Congress Cancun, Mexico • May 12-16, 20189

#### **EXHIBITS SCHEDULE**

Date	Installation & Dismantling	<b>Exhibitor Registration</b>	Exhibit Hours
Thursday, May 9	07:00 – 22:00 (Island Booths)		
Friday, May 10	07:00 – 22:00 (All Exhibits)		
Saturday, May 11	09:00 – 15:00	10:00 - 17:00	
Sunday, May 12		06:30 - 17:00	07:00 – 15:30
			17:30 – 20:00
			(Welcome Reception in Exhibit Hall)
Monday, May 13		06:30 - 17:00	07:00 – 15:30
Tuesday, May 14		06:30 - 17:00	07:00 - 15:30
Wednesday, May 15		06:30 - 17:00	07:00 – 15:30
Thursday, May 16	06:30 – 18:00	06:30 – 12:00	CLOSED

#### Location

Cancun International Convention Center Boulevard Kukulcan Mz. 48 Lt. 8, Zona Hotelera 77500 Cancún, QROO MEXICO

## **Exhibit Booth Design**

Please note the following in regards to your exhibit booth design:

- Exhibit booth spaces include booth shell structure, for all non-island exhibit spaces
- Island exhibit spaces are required to provide their own floor covering and booth structure
- Exhibiting Companies must indicate if they are providing their own floor covering and booth structure
- Pop-Up booths will still require the use of rigid or hard-wall back wall in the booth design
- Exposed unfinished sides of the exhibit must be covered to present an attractive appearance
- Booth designs are due to ISAKOS for approval by March 1, 2019

#### Installation of Exhibits

Refer to the target move-in information located under Shipping and Material Handling section of this Exhibitor Service Manual for your target move-in date and time. **On Saturday, May 11, all booths must be set by 14:00**. Exhibitors that require additional time beyond the above schedule must send their request in writing to the ISAKOS Exhibits Manager by March 1, 2019.





# **Dismantling of Exhibits**

The return of empty crates, containers and cartons could take up to 8 to 10 hours after the close of the show. Please plan your departure schedule accordingly.

### **Exhibitor Registration**

Exhibitor registration will be located at the Cancun International Convention Center.

## **Exhibitor Badges**

Two exhibitor representative registrations are complimentary for each 3m x 3m square of exhibit booth space reserved. Please note, badges are personal and nontransferable. Badge exchanges will be allowed onsite for a fee of US \$150, due at the time of the exchange as well as proof of affiliation (business card) with the exhibiting company and a photo ID.