

IMPORTANT SUBMISSION

DEADLINES

Exhibitor checklist • 2–3 November 2026 • Rabat, Morocco

CHECKLIST & IMPORTANT SUBMISSION		DEADLINE
☐	Submit fascia name, company logo and all branding requirements in AI, EPS, or high-resolution PDF format.	30 SEPT 2026
☐	Submit stand design for venue approval, including technical drawings and a 3D design.	30 SEPT 2026
☐	Place orders for any additional items and services.	30 SEPT 2026
☐	Register complimentary passes as per your contract.	30 SEPT 2026
☐	Event set-up date.	1 NOV 2026
☐	Set-up date for customized stands only.	1 NOV 2026
☐	Set-up date for shell scheme stands.	1 NOV 2026
☐	Collect badges from the registration desk.	1 NOV 2026
☐	All booth set-up must be fully completed within the specified timeframe.	1 NOV 2026 19:00
☐	Dismantling of all stands.	3 NOV 2026

IMPORTANT NOTES

- Maximum height for a 9 SQM stand: 3 metres.
- Exhibitors are responsible for damage caused to buildings, floors, walls and columns.
- Remove all waste, construction materials, printed materials and packaging after set-up and dismantling.
- Keep corridors clear at all times for exhibitors, contractors and suppliers.
- Exhibitors are responsible for cleaning their own stands.
- Cleaning is permitted only while the exhibition area is closed to attendees.
- At hotel security, identification will be exchanged for a gate pass.

NEED ASSISTANCE?

Send requirements to bibi@gmevents.ae

Mobile +971 56 759 1619 • Landline +971 4 568 2186