

The most important dates and deadlines



Get an overview of the most important dates and deadlines. Get useful tips for product shipping as well as setup and dismantling times for bauma CONEXPO INDIA.

Dates and deadlines

Overview of the most important dates and deadlines:

Dates and deadlines	
September 28, 2018	Submission deadline: Visitor advertising material
October 26, 2018	Deadline for catalog entry and media services
November 5, 2018	Submission of details for show preview
November 5, 2018	Submit information on exhibitor nominated stand contractor for raw space / Submit stand-building plans
November 5, 2018	Submission deadline: Stand layouts
November 5, 2018	Submission deadline: Office equipment
November 5, 2018	Registration of exhibitor badges
Order electrical power supply	
Application of tower crane / Crawler crane / High exhibit deployment	

Submission deadline: Meeting rooms	
Submission deadline: Internet services	
Submission deadline: Compressed air & water supply	
Submission deadline: Additional booth cleaning	
November 5, 2018	Submission deadline: Stand packages
Submission deadline: Catering service	
Submission deadline: Additional furniture	
Submission deadline: Booth personnel (Host/Hostess)	
Submission deadline: Security guard	
November 27, 2018	Set-up begins (outdoor)
December 3, 2018	Set-up begins (halls)

Set-up and dismantling times

Set-up times bauma CONEXPO INDIA 2018

Setup: Halls		
Dec 3–5, 2018	09:00–24:00	Move-in of Heavy Machinery, Exhibits that need Lifting equipment and Vehicles in hall
Dec 6, 2018	09:00–24:00	Working hours for Raw space and Shell scheme booth contractors / Working hours for exhibitors
Dec, 7–9, 2018	00:01–18:00	
Dec 6–10, 2018	09:00–18:00	Exhibitor registration (Issuing of badges)
Dec 10–14, 2018	09:00–19:00	Full Electricity supply to all exhibitors

Dec 9, 2018	18:00	Deadline for final completion of all booths for Contractors
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- 1. No Vehicle Movement / Entry will be allowed after 9th Dec 2018, 18:00 onwards at the fair-grounds**
 - 2. Booth Contractors won't be allowed to work after 9th Dec 2018, 18:00 in the hall**
 - 3. If required to continue beyond 9th Dec 2018, 18:00, a penalty charges will be applicable**
 - 4. Only Exhibitors with exhibitor badge (no contractors) will be allowed to access the fair-ground on 10th Dec 2018 until 14:00 only.**
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Setup: Outdoor exhibition area		
Nov 27–29, 2018	09:00–24:00	Move-in of Heavy Machinery / Vehicles in outdoor area
Nov 30–Dec 9, 2018	09:00–18:00	Working hours for Raw space and Shell scheme booth contractors / Working hours for exhibitors
Nov 30–Dec 10, 2018	09:00–18:00	Exhibitor registration (Issuing of badges)
Dec 10–14, 2018	09:00–19:00	Full Electricity supply to all exhibitors
Dec 9, 2018	18:00	Deadline for final completion of all booths for Contractors

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- 1. No Vehicle Movement / Entry will be allowed after 9th Dec 2018, 18:00 onwards at the fairgrounds**
 - 2. Booth Contractors will be allowed to work until 9th Dec 2018, 18:00 only in the outdoor area (without vehicles)**
 - 3. If required to continue beyond 9th Dec 2018, 18:00, a penalty charges will be applicable**

4. Only Exhibitors with exhibitor badge (no contractors) will be allowed to access the fairground on 10th Dec 2018 until 14:00 only.

Dismantling times bauma CONEXPO INDIA 2018

Dismantling: Halls		
Dec 14, 2018	19:00–22:00	Move-out hand carry exhibits only
Dec 14, 2018 Dec 15, 2018	22:00–24:00 00:01–22:00	Dismantling / Move-out booth / large exhibits, Heavy Machinery
Dec 16, 2018	09:00–17:59	Move out of Self driven and Self pro propelled vehicles
Dec 16, 2018	18:00	Hall to be cleared completely (including Machines)

Dismantling: Outdoor exhibition area		
Dec 14, 2018	19:00–22:00	Move-out hand carry exhibits only
Dec 14, 2018	20:00 onwards	Move-out Self driven exhibits
Dec 15, 2018 Dec 16, 2018 Dec 17, 2018	09:00–24:00 00:01–24:00 00:01–22:00	Dismantling / Move-out booth / large exhibits, Heavy Machinery, Self propelled vehicles
Dec 18, 2018	18:00	Outdoor area to be cleared completely (including Machines)

Shipping instructions

Freight Forwarders – Indian and international exhibitors

Contact Details of Official Freight Forwarders for bauma CONEXPO INDIA 2018:

R.E. Rogers India Pvt. Ltd.

1, Commercial Complex Pocket H & J, Sarita Vihar, New Delhi-110076 (India)

Phone: +91-11-30889817 / 29945402

Fax:+91-11-26949803 / 5900

Mobile phone : +919818451472

E-mail: sushil@rogersworldwideindia.com / mansi@rogersworldwideindia.com

Buhariwala Logistics.

1310 Pragati Tower, 26 Rajendra Palace, New Delhi 110 008, India.

Contact Persons: Mr. Tahir Ali Shaikh / Mr. Devnath Jumar

Phone: +91 11 25861228 / +91 11 25728684 / +91 11 40204816

Mobile phone: +91 9892503453 / +91 9821892643

E-mail: exhibitions@buhariwalasglobal.com / intl@buhariwalasglobal.com

For **international** exhibitors, please note as well: Please contact the freight forwarders as mentioned above. They are our official freight forwarders and will recommend you to their respective partners, like Kuehne + Nagel and Panalpina Welttransport.

General Information

Exhibitors are requested to adhere to the following terms and conditions and educate their freight forwarder, sub-suppliers and sub-contractors accordingly:

a. **Shipping Documents** Invoices should be on the pattern of commercial invoices showing full description of the goods with model & serial number, harmonized code, number of units, each unit value and total value of the items. The value should be CIF destination. Separate invoices should be made for each category. The value declared should be realistic.

b. **Custom Formalities.** Exhibition area is not a custom area. Exhibits arriving at Huda Ground, Gurgaon, Haryana are therefore subject to normal customs procedure. Please contact the official freight forwarder for more details.

c. It is imperative that your appointed freight forwarder is pre-advised, with the flight details / Shipping details and air waybill number / Bill of lading number prior to dispatch. Without **ORIGINAL DOCUMENTS** goods cannot be cleared through customs
