

July 13 – 15, 2011
Centro Banamex, Mexico City, Mexico

General Information

Exhibitor Move-In

Sunday, July 10	10:00 a.m. – 10:00 p.m.	Pavillions and booths larger than 90 sqm
Sunday, July 10	2:00 p.m. – 10:00 p.m.	Booths larger than 36 sqm
Monday, July 11	2:00 p.m. – 10:00 p.m.	Booths larger than 18 sqm
Tuesday, July 12	8:00 a.m. – 10:00 p.m.	Booths larger than 9 sqm

Show Hours

Wednesday, July 13	2:00 p.m. – 9:00 p.m.
Thursday, July 14	2:00 p.m. – 9:00 p.m.
Friday, July 15	2:00 p.m. – 9:00 p.m.

Exhibitor Move-Out

Friday, July 15	9:01 p.m. – 11:59 p.m.
Saturday, July 16	00:00 a.m. – 6:00 p.m.

The entrance for exhibitor move-in and move-out will be by the loading and unloading zone for Halls B, C, and D, located at: Avenida Conscripto No. 311, Colonia Lomas de Sotelo, Postal Code 11200, Miguel Hidalgo, México, D.F.

Exhibitor move-in must be completed by 10:00 p.m. on Tuesday, July 12th. No exhibitors will be allowed to move in material or equipment after that time.

Show Location

Centro Banamex, Halls B, C & D
Av. Conscripto 311,
Col. Lomas de Sotelo
Deleg. Miguel Hidalgo
C.P. 11200
México D.F.

info@centrobanamex.com

Show Management Contact Information

Messe Frankfurt, Inc.

1600 Parkwood Circle, Suite 615
Atlanta, GA 30339
Tel: 770-984-8016
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Kristen Woodburn, Group Show Director
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Kim Porter, Marketing Manager
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Mary Guo, Show Coordinator
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General Information Cont.

Exhibitor Badges and Show Directory Listing

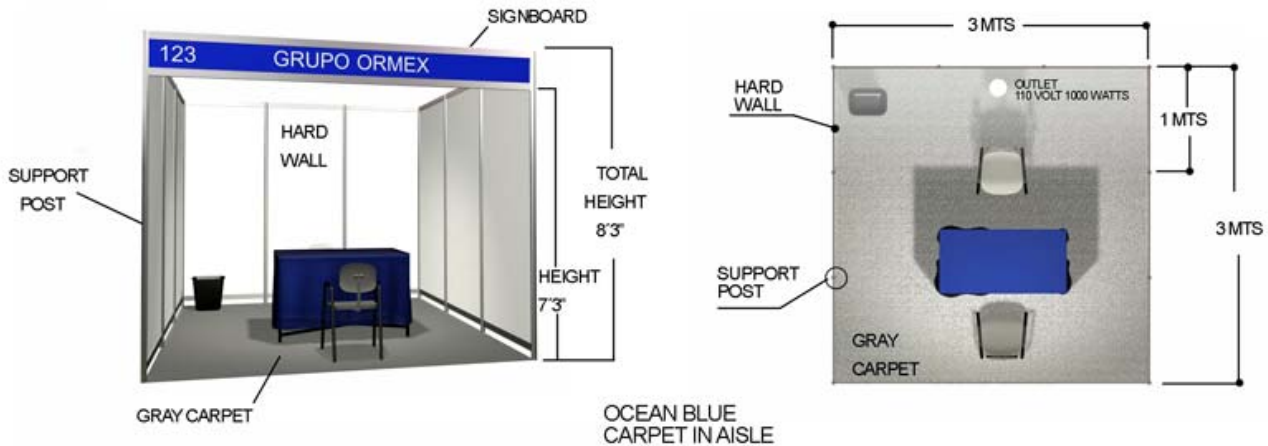
Each exhibitor is allowed three free badges for each 9 m² of rented space. Badges will be available in the registration area for pickup during move-in days. Any badge requested after the deadline and/or at the site of the event will cost \$100.00 pesos plus 16% IVA tax. In the event that you request an invoice, it will be sent to you two weeks after the event.

Keep in mind that your exhibitor badge is *UNIQUE AND NON-TRANSFERRABLE*. Replacement of a lost or forgotten badge will result in complete payment for a new one. Temporary staff assisting you with move-in and move-out such as carpenters, electricians, decorators, drivers, messengers, administration, etc. will not require a badge during move-in and move-out. They will be provided with a provisional tag for entrance and exit during the established hours. Once the trade show begins, no one may enter without a badge. No one under the age of 18 will be permitted on the show floor at any time.

Online exhibitor registration and show directory listing can be completed by [clicking here](#). Please complete this information by JUNE 15, 2011 in order to ensure accurate company information onsite.

Booth Package

Each 9 square meter booth rented **under the booth package rate** will include booth construction, company signage, gray carpet, (1) table, (2) chairs, (1) electrical outlet, lighting and (3) booth personnel badges.



Cleaning

Show management provides cleaning in aisles and common areas only. If you would like daily booth cleaning, please refer to the Centro Banamex order forms.

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Electrical

Only booths rented under the booth package space rate come with (1) electrical outlet per 9 sqm space. Booths rented under the raw space rate do not come with electrical. If you need to order electrical, please use the electrical orders forms from Centro Banamex in this manual.

Housing

PAACE Automechanika Mexico has negotiated discounted rates with several hotels in Mexico City. Please note that Hotel Nikko is the only hotel that will provide complimentary shuttle service to and from the Centro Banamex on show days. Please make your reservations as early as possible to take advantage of these discounted rates!

Three easy ways to reserve your rooms through our housing agency, GCI:

- [Click here](#) to book online.
- Call Toll-Free: 1-888-243-7405.
- Fax in the Official Housing Request Form included in this manual (additional services section).

Internet

Please see Centro Banamex's Internet Order form included in this manual for details and pricing.

Official Service Contractor

Grupo Ormex is the official service contractor for PAACE Automechanika Mexico. Grupo Ormex is able to provide you with the following services and products:

- Additional Furnishings & Accessories
- Shelves
- Signage & Graphics
- Labor
- Audiovisual
- Floral

Parking

Centro Banamex offers 3,000 covered parking spaces in Centro Banamex with a capacity for up to 10,000 cars in the entire complex. Valet service and prepaid machines are available.

Exhibitor/Staff Rates (1 per badge)

1-day Parking Ticket:	\$80 pesos
3-day Parking Ticket (Event or Move-In):	\$210 pesos

Visitor Rates

Hourly Rate:	\$20 pesos
Maximum Daily Rate (+5 hours):	\$100 pesos

Security

Show management security will cover general areas and entrances, beginning at 2:00 p.m. on Sunday, July 10th, on a 24-hour basis. Show management security will cease on Saturday 16th, at 6:00 p.m.. If you require additional security for your booth, please contact "Código Azul," on our list of official suppliers. It is very important to follow the security provisions in the show regulations. Please take precautions onsite to protect valuable items such as laptops, cellular phones, briefcases, etc. during show hours as these items are easily stolen.



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Shipping

Our official freight forwarder is **Millenium Cargo**. Please see their enclosed documents for international shipping information. Please do not ship anything directly to the convention center. No shipments will be signed for or accepted onsite by Centro Banamex.

Travel

Airport Taxis: Pre-paid taxi tickets are available from *Taxi Autorizado* in the *Transportacion Terrestre* (Ground Transportation) booth in baggage reclaim. Travellers are strongly advised to take an authorized (white and mustard with an aeroplane logo), pre-paid taxi and always lock taxi doors when inside.

Centro Banamex is located in North-West Mexico City. For detailed directions on how to get to Centro Banamex, please [click here](#).



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