



**Golfmesse**  
the golf event at FESPO

## **IMPORTANT INFORMATION concerning the assembly and dismantling of stands**

### **Stand assembly**

Empty stand area; own stand construction:

#### **Hall 1 & 6**

Monday and Tuesday, 11 and 12 January 2021 7 a.m. to 9 p.m.

Wednesday, 13 January 2021 7 a.m. to 8 p.m.

#### **Hall 3, 4 & 5**

Tuesday and Wednesday, 12 and 13 January 2021 7 a.m. to 8 p.m.

Setting up modular stands (by the company SYMA):

Wednesday, 13 January 2021 11 a.m. to 8 p.m.

**Attention! Wednesday, 13 January 2021: the aisle carpets will be laid from 8 p.m.**

**From that point onwards, no more furniture dollies may be used.**

Our stand builder, SYMA SYSTEM AG, will be running an information stand in the foyer of the exhibition grounds (main entrance) on **Wednesday, 13 January 2021 from 1 to 6 p.m.** Should you have any questions about your stand or require additional furnishings, please contact the staff at the counter directly. Please also try to understand that delivery will not be immediate. Orders made on site will incur a 30% surcharge and payment is only possible in cash or by credit card.

### **Stand dismantling**

Sunday, 17 January 2021 6 p.m. to 9 p.m.

Monday, 18 January 2021 7 a.m. to 6 p.m.

**Attention: your trade fair stand must be staffed on Sunday, 17 January until 6 p.m.**

Please only drive to your stand when you are ready to load your vehicle, in order to prevent unnecessary waiting times at Checkpoint 1 and behind the halls. **Please expect waiting times at the checkpoint during dismantling, because all exhibitors will want to leave the fairground at the same time.**

### **Modular stands**

Please make sure that you clear your stand on Sunday evening. These stands will already begin to be dismantled on Sunday after the end of the exhibition. Any remaining objects or decorating material may be damaged or removed. **Important:** Any material which has not been removed by the time dismantling has finished will either be destroyed by MCH Swiss Exhibition (Zurich) Ltd or, depending on the material used, cleared away and only returned for a fee.

**→ All material must be removed by 6 p.m. on Monday, 18 January 2021.**

### **Checkpoint 1**

During periods of heavy traffic, access to the delivery point behind the exhibition halls will only be possible via Checkpoint 1 at Hagenholz. Signs leading to Checkpoint 1 are installed on the access roads to the exhibition grounds. The following operating times are planned for Checkpoint 1:

Monday and Tuesday, 11 and 12 January 2021	7 a.m. to 2 p.m. (assembly)
Wednesday, 13 January 2021	7 a.m. to 7 p.m. (assembly)
Sunday, 17 January 2021	5 p.m. to 9 p.m. (dismantling)
Monday, 18 January 2021	7 a.m. to 5 p.m. (dismantling)

During other assembly and dismantling periods and for the duration of the exhibition, it will be possible to drive right behind the exhibition grounds (no Checkpoint 1). Information on the latest operating times is also available by phoning the direct **hotline on +41 (0)58 206 51 74.**

### **Deposit payable for driving into the halls:**

A deposit of CHF 100 or EUR 100 will be collected at Checkpoint 1 or right at the entrance to the hall levels. It will be refunded in case of timely departure from the halls.

## **Service Centre – Phone +41 (0)58 206 51 12**

**You can contact the Service Centre with any technical queries.**

It is located in the entrance hall on the left-hand side. WLAN cards can also be purchased at the Service Centre.

### **Opening hours:**

Monday and Tuesday, 11 and 12 January 2021	7 a.m. to 7 p.m.
Wednesday, 13 January 2021	7 a.m. to 9 p.m.
Thursday, 14 January 2021	7 a.m. to 7 p.m.
Friday, 15 January 2021	8 a.m. to 7 p.m.
Saturday, 16 January 2021	8 a.m. to 6.30 p.m.
Sunday, 17 January 2021	8 a.m. to 9 p.m.
Monday, 18 January 2021	7 a.m. to 6 p.m.

## **Parking spaces**

Please use the *Messeparkhaus* (multi-storey car park) right behind the exhibition grounds. There is a strict parking ban in front of the exhibition grounds.

## **Trade fair office and on-call service – Phone +41 (0)58 206 52 52**

The exhibitor office is located in the entrance hall on the left-hand side behind the cafeteria and will be staffed from 2 p.m. on Tuesday, 12 January 2021.

**There is a strict smoking ban in all trade fair halls.**

### **On-call service**

Stephan Amstad

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