

ITMA ASIA + CITME 2008
Timetable and Deadlines for Exhibitors
Revised as at 30 January 2008

Description		Date
1	Application for Admission and Space, General Regulations, Index of Products issued	1 November 2006
2	Return of the Application for Admission and Space with 20% deposit for the basic stand rental	30 April 2007
3	Certificate of Admission issued to exhibitors	15 August 2007
4	Technical Regulations, Technical Service Forms and Non-Technical Service Forms issued Stand allocation notified to the exhibitors	1 November 2007
5	Final invoice of 80% for the stand rental and surcharges for open sides and double storey stand issued	1 December 2007
6	Payment of the final invoice for stand rental and surcharges for open side	15 January 2008
7	Latest request for Quotation for Special Technical Services not covered under the Technical Service Forms Preliminary list of exhibitors issued	31 January 2008
8	Quotation for Special Technical Services issued Catalogue entries issued for final checking Return of the Technical Service Forms and Non-Technical Service Forms with full payment	29 February 2008 *
9	Stand plans, design and machinery layouts approved and returned to the exhibitors Approved catalogue entries to be returned by the exhibitors Return of Special Technical Service Forms (approved quotations) with full payment	31 March 2008*
10	Build up starts, 0900 hours	20 July 2008
11	Build up completed, 1800 hours	26 July 2008
12	Opening of ITMA ASIA + CITME 2008, 0900 hours	27 July 2008
13	Closing of ITMA ASIA + CITME 2008, 1800 hours	31 July 2008
14	Dismantling of exhibits and stands, 0900 hours	1 August 2008
15	Breakdown ends, 1600 hours	3 August 2008

* Revised Deadlines