



By Informa Markets

September 5, 2019

## September Hong Kong Jewellery & Gem Fair Updated Move-In Schedule in AWE

Dear Exhibitors and Contractors,

In the last few weeks, we have been working with different vendors in order to arrange a more flexible move-in schedule for exhibitors and contractors at AsiaWorld-Expo (AWE) during the September Hong Kong Jewellery & Gem Fair 2019.

Today, we would like to confirm that **the move-in date will be rescheduled a day earlier.** Please find the details below:

Updated Move-In Schedule in AWE		
Move in	Original Date and Time	RAW SPACE Non-Official Contractors:
Unload OR transport booth construction materials OR booth construction	<b>For raw space booths with or over 60sqm:</b>	<b>NEW Date and Time</b>
	Sept 13, 2019 - 14:00 - 23:00	<b>For raw space booths with or over 60sqm :</b>
	Sept 14, 2019 - 08:30 - 23:00	Sept 12, 2019 - 14:00 - 23:00
	Sept 15, 2019 - 08:30 - 23:00	Sept 13, 2019 - 08:30 - 23:00
	<b>Other raw space booths:</b>	Sept 14 - 15, 2019 - 08:30 - 23:00 (Booth interior work only)
	Sept 14, 2019 - 08:30 - 23:00	<b>All other raw space booths:</b>
	Sept 15, 2019 - 08:30 - 23:00	Sept 12, 2019 - 18:00 - 23:00
		Sept 13, 2019 - 08:30 - 23:00
		Sept 14 - 15, 2019 - 08:30 - 23:00 (Booth interior work only)
SHELL SCHEME Non-Official Contractors:		
Move in	Original Date and Time	NEW Date and Time
Set up	September 15, 2019 -- 08:30 - 23:00	<b>September 14 - 15, 2019 -- 08:30 - 23:00</b>
EXHIBITORS		
Move in	Original Date and Time	NEW Date and Time
Set up	September 15, 2019 -- 10:00 - 23:00	<b>September 14 - 15, 2019 -- 08:30 - 23:00</b>

### Summary:

- Raw Space contractors will start to move in on Sept 12<sup>th</sup>.
- Exhibitors can move in on Sept 14<sup>th</sup> or / and 15<sup>th</sup> , starting from 8:30am.

Under this arrangement, exhibitors will have 2 days to move in. Shell scheme booths will be ready on Sept 14<sup>th</sup> , and therefore shell scheme exhibitors can move in on either 14<sup>th</sup> or / and 15<sup>th</sup>. For Raw Space exhibitors, please contact your own contractor to confirm the booth construction finishing time.

### Please note that the fair date remains unchanged:

AWE : Sept 16 – 20, 2019.

HKCEC : Sept 18 – 22, 2019.



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### **Public Liability Insurance:**

Contractors should assure that their public liability insurance will be covering the extra time for the early move-in day on Sept 12. Contractors shall provide an updated insurance policy to the Official Contractor on or before Sept 9.

### **Vehicle Pass:**

Exhibitors and Contractors who have already collected the vehicle pass, need not worry, since the pass remains valid. Our venue staff will grant access to your vehicle.

### **Exhibitor Badges:**

If you have collected your badges in advance, please carry your own badges to access the venue. If you will collect your badges on-site, you are advised to print the "Badge Collection Letter" from the online exhibitor manual (Form BL). The badge collection counter will be opened on both Sept 14<sup>th</sup> and 15<sup>th</sup>, starting from 8:30am.

Please be reminded that badge checking will be conducted at all access points in the venue. Please remember to bring your exhibitor badge and identity document at all times.

### **Strong Rooms:**

Selected strong rooms will be opened starting from Sept 14<sup>th</sup>.

### **Shuttle Bus:**

We have arranged additional shuttle bus services to and from AWE on Sept 14<sup>th</sup> and 15<sup>th</sup> to facilitate exhibitors going to AWE. Please refer to the shuttle bus schedule, which will be announced in due course.

Thank you and see you at the Fair.

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