



FIERA MILANO

RULES ABOUT SETTING UP AND DISMANTLING



October 24 -26, 2019 - Hall 3

fieramilanocity

	DAYS	OPENING HOURS of the halls		TYPE OF VEHICLE ALLOWED	ENTRANCE GATES
		from	to		
S E T T I N G U P	Saturday, October 19	7:00 AM	6:00 PM	all types	◆ GATE 11 COLLEONI GPS +45°28'54.40",+9°9'8.25"
	Sunday, October 20	CLOSED			
	Monday, October 21	7:00 AM	6:00 PM	all types	
	Tuesday, October 22	7:00 AM	6:00 PM	all types	
	Wednesday, October 23	7:00 AM	6:00 PM	all types	
D I S M A N T L I N G	Saturday, October 26	5:30 PM	7:30 PM	*hand parcels only	◆ GATE 11 COLLEONI GPS +45°28'54.40",+9°9'8.25"
	Sunday, October 27	7:00 AM	6:00 PM	all types	
	Monday, October 28	7:00 AM	6:00 PM	all types	

NOTES:

FIERA MILANO has the right to direct all vehicles up to 1,90 mt. to the halls roofs through the slip roads in Via Colleoni. On the halls roofs freight lifts will be at your disposal.

*** From 6.00 pm some Fiera Milano activities are scheduled in order to begin the dismantling: fitted carpet removal and electricity motive power disengage in the booths.**

[Click here](#) for the days when it is forbidden circulation outside urban areas of the vehicles with a capacity exceeding 7,5 tons.

[click](#) here to find out the details of the types of vehicles admitted or not allowed and consult the calendar with the beginning of the prohibitions for the different categories of vehicles transporting people and things.

[click](#) here to visit the website for the registration of vehicles in order to take daily bonuses and make a request for exemptions in the terms provided by the City of Milan.

[click](#) here to check the environmental category of your vehicle.

Please note that the access to Fairground is authorized after registering the vehicles and people working for the construction of the stands. The surveillance service will spot-check on the validity of the personal badge and its matching with a current ID.

Unauthorized people and children under 15 years are not allowed to enter the exhibition areas where setting up and/or dismantling operations are in progress.

At Gate 9 - Teodorico you find the Logistic Office where to register further staff members and vehicles.

For information: logisticafiera@fieramilano.it - phone +39 02 4997 7861 - tel. 02 4997.6304

For any further information about the setting up/dismantling operations, technical details and provisions for the circulation of vehicles inside the Exhibition Center please refer to **Fiera Milano Technical Regulations** that can be consulted on our website, www.fieramilano.it clicking on the Exhibition name and then on "Exhibitor technical information".

In particular we remind you the duty for all subjects working on behalf of Exhibitor, under contract or subcontract, to equip their workers with personal badges (Legislative Decree 81/08 - Art.18, paragraph 1, lett. u - Art. 21, paragraph 1, lett. c - Art. 26. paragraph 8).

Time extensions

We recommend Exhibitors and Stand-fitters to take notice of Article 1.10 and 9.4 from Fieramilano Technical Regulations Plan.

Any legitimate need for a limited extension of the times scheduled for set-up (**excluding the day before the event**) and take-down must be requested from Customer Service by filling out a special form.

The request must be made by 4 pm on the day the extension refers to and Customer Service will give confirmation of authorisation no later than 5.45 pm on the same day.

Upon the request, Customer Service will communicate the hourly flat rate fee to be paid to Fiera Milano to cover expenses.

On the day before the event:

- it is **forbidden** to carry out stand fitting operations not previously authorised by the Organiser in accordance with Fiera Milano;
- **extensions for set-up operations cannot be authorised** beyond the scheduled closing time.

Non authorised presence at the stand outside of permitted times. Fiera Milano (Customer Service also with the support of Security Service) applies a penalty of € 250 for each hour's presence at the stand or fraction thereof outside of the permitted times, notwithstanding compensation for greater damages.