



Factsheet for Exhibitors

Office materials:

Scissors, knives, tapes, packaging etc. are organized and provided by the exhibitor.

Waste:

There are waste stations available.

Printing orders

ConventionPoint does not accept any printing orders.

The exhibitor organizes the signage, printed material etc. in advance to the event.

Material storage:

ConventionPoint has no storage spaces or lockers available. The material brought in by the exhibitor may only be stored next to the exhibition stand. If additional space has been rented to store material, the exhibitor has to discuss this possibility with the organizer in advance.

Material transport:

The transport to and from the ConventionPoint has to be organized by the exhibitor in good time.

The transported material has to be labeled with necessary documents after the event and prepared for being collected by a forwarding agent.

The material has to be collected on the following day at the latest.

Otherwise, it will be disposed of.

Opening times: from 8 am to 5 pm.

SIX ConventionPoint does not cover any costs related transport and/or customs duties.

Delivery address:

Your company name

Your full name

c/o SIX ConventionPoint

Pfingstweidstrasse 110

8005 Zurich

CONVENTION
POINT