

EXHIBITOR MANUAL



RE:BUILD 2026
3 | 4 | 5 JUNE
HALL 103 **BITEC**

Organized by



E Construction and Booth Decoration

Standard Booth 12 sq.m



No.	STANDARD BOOTH LITE	12 sq.m
1	System (R8) panel height 2.50 m.	12 sq.m
2	Information Counter Size : w1.00 d0.50 h0.80 m.	1
3	Chair	2
4	Power Socket 5 amp	1
5	Fluorescent lights LED 18w	2
6	Trash can	1



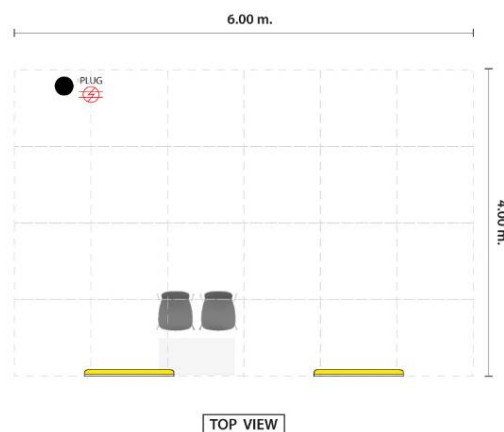
GRAPHIC SIZE :

- A. Inkjet Sticker Size : 393 x 46 cm. : 1 pcs.
 B. Inkjet Sticker Size : 94 x 74 cm. : 1 pcs.
 C. Inkjet Sticker Size : 95 x 243 cm. : 11 pcs.

No.	Details	unit
1	Standard white Shell Scheme booth and side walls: 2.5 meters high	1
2	Standard booth fascia sign: 50 cm high • Sticker size: (W)46 x (H)393 cm • Company name • Booth number	1
3	Chairs	2
4	Table size: (W)100 x (H)80 x (D)50 cm	1
5	Bin	1
6	5 Amp 220V power socket: (Not for use with lighting equipment)	1
7	18W fluorescent lamps	2

E Construction and Booth Decoration

Standard Booth 24 sq.m



No.	STANDARD BOOTH LITE	24 sq.m
1	System (R8) panel height 2.50 m.	24 sq.m
2	Information Counter Size : w1.00 d0.50 h0.80 m.	1
3	Chair	2
4	Power Socket 5 amp	1
5	Fluorescent lights LED 18w	2
6	Trash can	1



GRAPHIC SIZE :

- A. Inkjet Sticker Size : 293 x 46 cm. : 2 pcs.
- B. Inkjet Sticker Size : 393 x 46 cm. : 2 pcs.
- C. Inkjet Sticker Size : 94 x 74 cm. : 1 pcs.
- D. Inkjet Sticker Size : 95 x 243 cm. : 6 pcs.

No.	Details	unit
1	Standard white Shell Scheme booth and side walls: 2.5 meters high	1
2	Standard booth fascia sign: 50 cm high • Sticker size: (W)46 x (H)393 cm • Company name • Booth number	1
3	Chairs	2
4	Table size: (W)100 x (H)80 x (D)50 cm	1
5	Bin	1
6	5 Amp 220V power socket: (Not for use with lighting equipment)	1
7	18W fluorescent lamps	2

E.2 Raw Space Regulations

1. Exhibitors may use the Official Contractor or appoint their own external contractor. However, details of the selected contractor must be submitted for approval via Form F2, F2A, F2B (Stand Design & Contractor Approval Form) no later than April 30, 2026.
2. Booth designs and construction must not exceed a maximum height of 5.00 meters. Double-decker (two-story) booths are strictly prohibited.
3. Stand design submissions must include:
 - Floor Plan
 - Elevation Plans (all sides)
 - Section Plan
 - Perspective View
 - Electrical Plan

All design must clearly indicate width, length, and height dimensions. Documents must be submitted to the Organizer for approval. Approval results will be notified via email.

4. Incomplete designs or those failing to comply with terms and regulations must be corrected and resubmitted within the specified timeframe.
5. Any exhibitor or contractor failing to submit designs by April 30, 2026, or whose designs have not been approved, will be strictly prohibited from starting construction.
6. **Construction must strictly follow the approved design.** Any changes made after approval must be reported to the Organizer for reconsideration before construction begins.
7. Exhibitors or contractors using non-official or non-recommended contractors must pay a Management Fee of 100 THB per sq.m. and provide a **"Cashier's Check"** or Bank Guarantee (personal checks are not accepted) as a Performance Bond at 1,000 THB per sq.m. (up to a maximum of 150,000 THB). Form F2 must be completed, and payments must be made to EEC Engineering Network Co., Ltd. The organizer reserves the right to deny entry to any contractor who has not paid the bond.
8. The Performance Bond check can be reclaimed after the event between July 6-10, 2026, provided that the dismantling and site clearance are completed orderly and no damage has occurred to the venue. Exhibitors/contractors are held fully liable for all damages within their responsible area, regardless of cause, and must pay for all repair costs claimed by the venue.

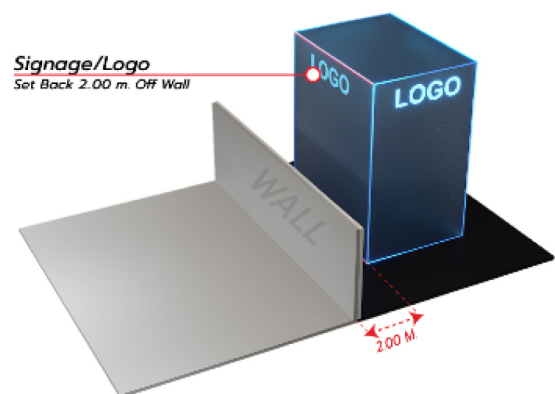
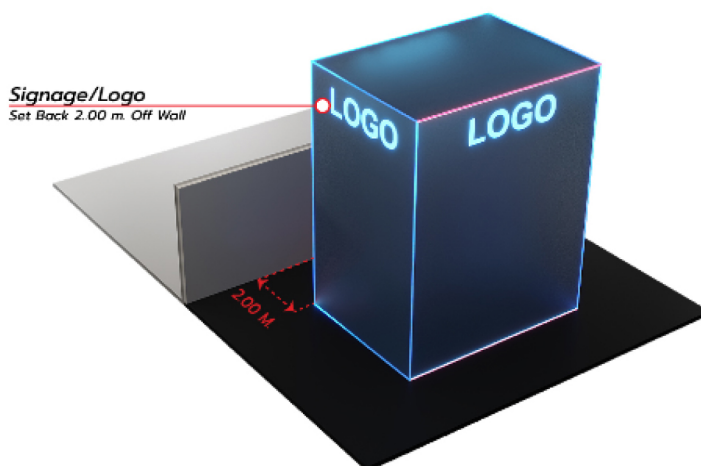
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E.2 Raw Space Regulations

- Floor load capacities vary by area. For machinery on display or for demonstration, if the weight exceeds specified limits, steel plates or base supports must be used to distribute the load. Detailed specifications must be sent to the Official Freight Forwarder/On-site Handling Agent for BITEC's approval at least 14 days prior to installation.

EH103 Floor Load Capacity: 1,500 – 2,500 kg/sq.m.

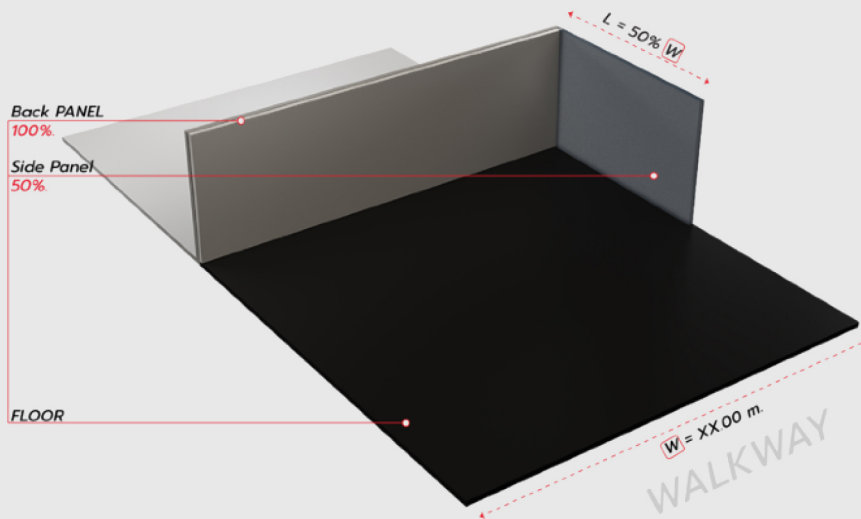
- For machinery with a double-deck structure, exhibitors must submit designs certified by a Professional Engineer to the Organizer or Official Freight Forwarder for BITEC's approval at least 14 days prior to installation.
- All Raw Space booths must have carpet or flooring material covering the entire assigned area, with company name and booth number clearly displayed.
- For structures using steel/wood frames covered with fabric, vinyl, or other soft materials: If used as a partition between booths, the material must not be "see-through" or transparent. The back wall of the neighboring booth must not be visible.
- For any back wall exceeding 2.50 meters in height, the side facing the neighboring booth must be finished smoothly with solid white or solid black fabric or paint. No structural frames (steel/wood), patterns, or logos may be visible from the neighbor's side.
- Logos positioned higher than 2.50 meters must be set back at least 2 meters from the partition wall shared with neighboring booths.



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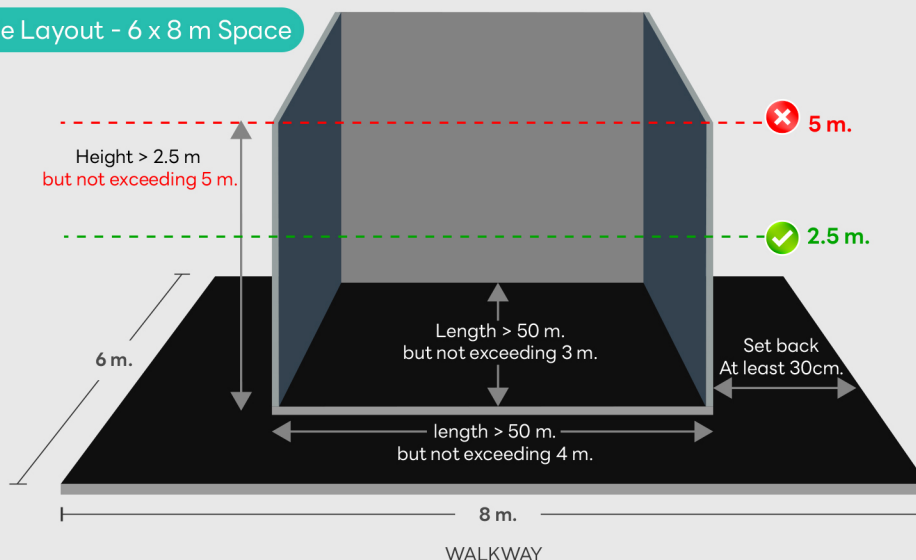
E.2 Raw Space Regulations

15. Any structure that exceeds the height of the back wall must be set back at least 50 centimeters from the booth boundary.
16. For the construction of walls or solid structures facing public aisles: the total length of such structures or decorative materials must not exceed 50% of the total length of that side. For example, if a side is 8 meters long, the combined length of solid structures on that side must not exceed 4 meters, as shown in the sample image.



17. For island booths (booths with aisles on all 4 sides), solid walls are not permitted along the entire perimeter. The total length of solid wall structures must not exceed 50% of the total length of each respective side.
18. For island booths (booths with aisles on all 4 sides), in cases where no walls are constructed, a well-decorated structure must be provided to display the company name and booth number. This structure must be at least 2.50 meters high and at least 50 cm wide, but the combined length must not exceed 50% of the total length of that side.
19. Any part of the structure exceeding 2.5 meters in height must be set back at least 30 centimeters from the boundary of the booth area.

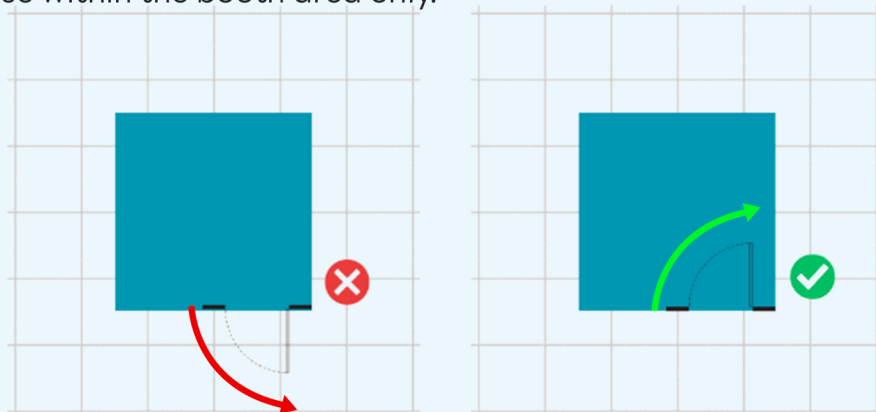
Sample Layout - 6 x 8 m Space



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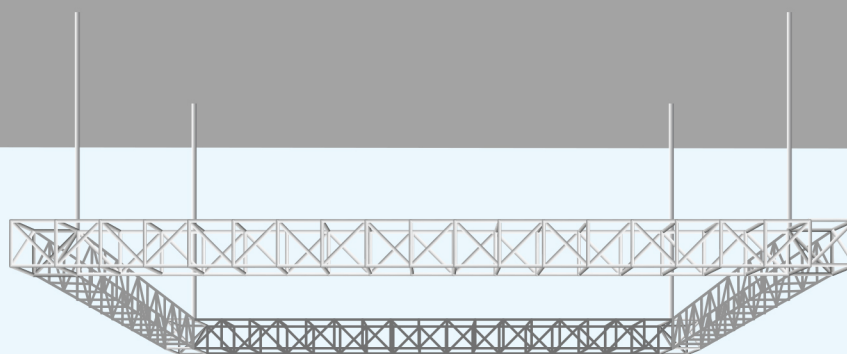
20. In the case of constructing a storage room, the storage room door must open and close within the booth area only.



21. Floor protection materials must be laid before installing the structure. Additionally, the entire booth area must be covered with carpet or suitable flooring materials.
22. In the case of using double-sided tape, only carpet tape is permitted. After dismantling, the venue floor must remain undamaged. The organizer reserves the right to demand immediate removal if the wrong type of tape is used. If residues cannot be removed, you will be liable for cleaning fees or damages as appraised by BITEC.
23. For any construction that does not comply with regulations or deviates from the approved design, the organizer reserves the right to demand immediate rectification. This includes the right to suspend construction until the correction is confirmed. The exhibitor shall be held solely responsible for any resulting damages.
24. Raw space areas do not include electrical outlets or lighting. You must request electrical installation by submitting Form F4 by May 8, 2026.
25. It is strictly prohibited to use electricity ordered for demonstration equipment as a power source for lighting.
26. Spray painting and metal welding are prohibited inside the exhibition hall. Setting up circular saws, wood planing, or any activity that generates dust is also strictly prohibited within the hall.
27. Paint puttying is permitted, provided that a vacuum cleaner is used to prevent dust from spreading and the area is cleaned thoroughly.
28. It is strictly forbidden to hang, nail, fasten, or suspend any object from the building structure, walls, or pillars.
29. Consuming alcohol, using intoxicants, and all forms of gambling are strictly prohibited within the event premises.
30. BITEC (Bangkok International Trade & Exhibition Centre) does not allow outside food to be brought into the building, as onsite catering services are available.
31. Decoration debris or waste materials must be removed from the event area daily upon completion of work and must be disposed of outside BITEC by the exhibitor/contractor.
32. Hanging trusses, advertising banners, or performing any action directly from the exhibition hall's ceiling structure is strictly prohibited.

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Hanging Truss over the Booth



Exhibitors wishing to hang a truss above their booth must submit their booth design along with detailed truss specifications indicated on the plan. Approval will be granted on a first-come, first-served basis due to the limited number of rigging points. Furthermore, exhibitors must strictly comply with the truss hanging regulations detailed below.

- **Contact the Organizer for prior approval. A Space-Air Fee of 50,000 THB per set will be applied. The exhibitor is responsible for the design, production, installation, and dismantling.**
- **You must maintain a clearance of at least 2 meters between the highest point of the booth structure and the lowest point of the hanging truss or banner. The total combined height must not exceed 6 meters.**
- Rigging points on the Main Beam can support a maximum weight of 200 kg per point and no more than 2,000 kg per beam in total.

Rigging points on the Sub Beam can support a maximum weight of 100 kg per point and no more than 1,000 kg per beam in total.
- For work performed at heights, personnel must wear proper safety equipment and fall-arrest systems. Once ready to proceed, workers must notify the Organizer first and then exchange their ID card for a permit with BITEC officers at the loading area behind the hall every time before commencing work.

In cases where structures are attached to the truss, exhibitors must submit the booth design, specify the truss format, and provide drawings certified by a Professional Engineer (Associate or Ordinary level). The design must specify material details, the truss structure, auxiliary equipment, hoist positions, and must list the weight of each individual item as well as the total combined weight of all equipment to be suspended. This documentation must be submitted to the Organizer for forwarding to BITEC for inspection and approval at least 14 days prior to the installation date.

THANK YOU



THE NOVA
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