

EXHIBITOR MANUAL



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

Organized by



C EXHIBITION TIMETABLE

Booth Construction Period: 1-2 June 2026			
Date	Time	Parties Involved	Activities
1 June 2026	08:00 AM - 10:00 PM	Official Contractors	• Registration and Move-in
1 June 2026	01:00 PM - 10:00 PM	Raw Space Contractors	• Contractor Registration & Badge Pickup: Behind Hall EH 103, Loading bay access.
2 June 2026	08:00 AM - 10:00 PM	Raw Space Contractors	• Contractor Registration & Badge Pickup: Behind Hall EH 103, Loading bay access. • Standard Booth Decoration • Exhibitor Registration & Badge Pickup: In front of Hall 103

Exhibition Days: June 3-5, 2026			
Date	Time	Parties Involved	Activities
3 June 2026	08:00 AM - 09:00 AM	Exhibitors	Preparation and Booth Readiness
	09:00 AM - 10:00 AM	Exhibitors	Official Opening Ceremony
3-5 June 2026	09:30 AM - 05:30 PM	All participants	Visitor Registration
	10:00 AM - 06:00 PM	All participants	Exhibition Hours

Dismantling Day: June 5, 2026			
Date	Time	Parties Involved	Activities
5 June 2026	06:00 PM - 07:00 PM	Exhibitors	Removal of hand-carried exhibits from the booth
	08:00 PM - 11:00 PM	All Contractors	Dismantling of booth structures and move-out operations
	08:00 PM - 11:00 PM	Official Freight Forwarder/ On Site Handling Agent	Removal of Heavy Machinery and exhibits

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Notes:

1. Contractors can exchange their ID cards for Contractor Badges at the registration counter Behind Hall EH103, loading bay access. to gain access for construction.
2. Exhibitors or contractors must provide a cashier check as scheduled by the organizer to be eligible for booth construction within the exhibition hall.
3. For the delivery of any large-scale exhibits or machinery into the exhibition area, exhibitors are required to use the official freight forwarding company of the event only.
4. Exhibitors and contractors must complete booth decoration by 10:00 PM on June 2, 2026, for the organizer to conduct final inspections for readiness and safety.
5. Exhibitors and contractors must not place items obstructing the aisles to facilitate the cleaning staff, who will begin operations from 10:00 PM onwards on June 2, 2026.
6. Exhibitors and contractors are required to pay overtime fees if they wish to continue construction or decoration after 10:00 PM.
The charge is 10,000 THB per booth per hour.
7. Dismantling of booths is strictly prohibited before 07:00 PM on June 5, 2026, or the final day of the exhibition.
8. If exhibitors and contractors fail to complete booth dismantling by 11:00 PM on June 5, 2026, the organizer reserves the right to remove structures and equipment from the exhibition area. A penalty of 1,000 THB per kilogram (excluding VAT) will be charged and deducted from the booth guarantee deposit. The organizer will not be held responsible for any damages incurred.

C.1 FACILITIES

C.1 Facilities				
Service	Location	Date	Time	Description
1. Customer Service Counter	Behind Hall EH103	June 1-2, 2026	08.00 AM – 10.00 PM	Contractor Badge
		June 1, 2026	12.00 PM – 10.00 PM	
		June 2, 2026	09.00 AM – 10.00 PM	
2. Registration Counter • Exhibitor Registration	In front of Hall EH 103	June 2, 2026	01.00 PM – 06.00 PM	Pickup Exhibitor Badges.
• Visitor Registration	In front of Hall EH 103	June 3-5, 2026	09.30 AM – 05.30 PM	Registration and pick up visitor Badge.
3. Business Matching	Room: MR 222 and MR 223	June 4-5, 2026	10.00 AM – 06.00 PM	Providing services for Business Matching program.
4. Business Center	In front of Hall EH 103	June 1-5, 2026	08.00 AM – 06.00 PM	Providing domestic and international telephone services, internet, and photocopying services.
5. ATM	SAMA Foodt Court, Basement Floor			ATM machine service
9. Taxi Service	Drop off point Hall 101	June 1-5, 2026	08.00 AM – 08.00 PM	Providing metered taxi-hailing services.

THANK YOU



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