

INSTRUCTIONS

for the build-up, course of the fair and for the dismantling period
(important information for exhibitors and stand contractors)

TO DO LIST

PRICES

CONTACTS

GENERAL RULES

BUILD-UP

COURSE OF THE FAIR

DISMANTLING

SERVICES FOR EXHIBITORS

EXHIBITION PLAN

We ask exhibitors whose stands will not be constructed by BVV Trade Fairs Brno – Stand Construction and Services – to submit a copy of these instructions to their contractors. Instructions for build-up, the course of the fair and dismantling were issued by the company BVV Trade Fairs Brno.

DEADLINES FOR THE EVENT

The price of ordered services for technical connections (electrical, water, compressed air, internet), furniture, equipment and suspension cables will be at the time of ordering:

- increased by 10% if ordered after the binding deadline (19 March 2025);
- a surcharge of 25% is applied to the prices of these orders after the start of the build-up period.

The prices for services (excluding technical feeds) in case of late ordering are subject to the terms and conditions specified in the relevant Order Block.

DATE	TASK, (ORDER NO. IN THE ORDER BLOCK)	CONTACT	TELEPHONE / E-MAIL
18. 2. 2025	Send your order to the printed catalogue	Ms. Ivana Kumrová	+420 541 152 834 ikumrova@bvv.cz
15. 3. 2025	Send information about news, exhibits and technologies for presentation in news on the web	Ms. Markéta Kamenická	+420 602 442 909 mkamenicka@bvv.cz
19. 2. 2025	Order accommodation (with guarantee of confirmation)	Mr. Miroslav Kožnar	541 15 9190 mkoznar@bvv.cz
11. 3. 2025	Order the construction of the exhibition stand from BVV Trade Fairs Brno, furniture and equipment	Mr. Michal Švehla	+420 602 750 271 mshvela@bvv.cz

11. 3. 2025	Order the construction of a type stand from BVV Trade Fairs Brno (The organiser reserves the right to change the date of acceptance of orders in relation to capacity possibilities)	Ms. Lucie Pokorná	+420 601 252 613 lpokorna@bv.v.cz
19. 3. 2025	Order all technical supplies, furniture and other services, including entry passes, parking and car entries to the premises	Ms. Zuzana Mrňová	+420 541 153 336 zmrnova@bv.v.cz https://ikancelar.bv.v.cz
19. 3. 2025	Order advertising or insertion of professional text in the FAIR INFO trade fair magazine	Mr. Ivan Zahradníček	www.veletrznireklama.cz +420 541 152 216 izahradnicek@bv.v.cz
21. 3. 2025	Order trade fair advertising, distribution service (printed materials for exhibitors' stands, permission to distribute promotional materials on your own) and broadcasting a spot on Radio Veletrh		
17. 3. 2025	Send exhibition stand plan for approval *)		projekty@bv.v.cz
29. 3. 2025	Build-up begins		
31. 3. 2025	Latest permissible arrival of heavy exhibits		
28. 3. 2025	Insurance of the expositions and exhibits by RENOMIA, a.s.		+420 603 217 463 jiri.jilek@renomia.cz
2. 4. 2025	Event begins		
3. 4. 2025	End of the event		
3. 4. 2025 5.00 pm.	Dismantling begins		
5. 4. 2025 8.00 pm.	End of dismantling		

*) if you order stand constructions from BVV Trade Fairs Brno – Stand Construction and Services, the approval will be arranged

PRICE OVERVIEW FOR CAR PASSES, PARKING AND ENTRIES TO THE EVENT

Entry pass – valid 29.3.–5.4. 2025	300 CZK incl. VAT
Build-up and dismantling pass – valid 29. 3.–1. 4., 3.–5. 4. 2025	150 CZK incl. VAT
Car pass – valid 29. 3.–5. 4. 2025, entry and parking at the Exhibition Centre	1,500 CZK + VAT
PARKING – EXPOPARKING	
Prepaid unguarded (for the entire duration of the event including build-up and dismantling)	1,000 CZK + VAT

CONTACTS

Project Director

Mr. Michalis Busios
tel.: +420 541 152 927

Secretariat

Ms. Nella Mazúrek Bonomo
tel.: +420 541 152 926

Project Manager

Ms. Karin Broučková
tel.: +420 606 758 431

Project Manager

Mr. Pavel Dokládál
tel.: +420 602 750 290

PR and Advertising Manager

Ms. Markéta Kamenická
tel.: +420 602 442 909

Manager of stand construction

Mr. Michal Švehla
tel.: +420 602 750 271

Hall B

Hall manager, Hall G1/011
Mr. Milan Podsedník
tel.: +420 602 476 824

CENTRAL SERVICE FOR EXHIBITORS DURING THE BUILD-UP, COURSE AND DISMANTLING OF THE EVENT

30.–31. 3. 2025, 4.–5. 4. 2025
hall P – office No. 122

1.–3. 4. 2025
hall B – Exhibitors' Lounge
Ms. Marie Tesaříková
tel.: +420 541 152 332
e-mail: mtesarikova@bv.v.cz

EMERGENCY CALLS

MEDICAL SERVICES



First aid:

Medical centre at the Exhibition Centre, next to the Congress

Center: +420 541 152 750
Mo, Tu, Th 7.30 am–12.00 pm,
We 1.00–6.00 pm
AED location: gate No. 4, hall A3,
BVV service entrance.

Emergency medical service:

Ponávka 6, Brno
(Entry through the hospital)
tel.: +420 545 538 538

Dental emergency:

Ponávka 6, Brno
(Entry through the hospital)
tel.: 545 538 421

Emergency call: 155

POLICE



Station near the Exhibition Centre
Rybářská 17
tel.: +420 974 626 481
(also handles lost property).

Emergency call: 158

FIRE STATION



Building by gate 5,
tel.: +420 541 152 200
Emergency call: 150

EMERGENCY EVENTS



In the event of any accident or other emergency on the premises of BVV Trade Fairs Brno, please immediately notify the premises security at the main gatehouse (tel.: +420 541 153 383); if necessary, first aid will be summoned.

BREAK DOWNS, ACCIDENTS



Maintenance and service of expositions tel.:
+420 541 156 666,
+420 702 246 666
Emergency service of the fair administration, tel.: +420 541 158 888

Dear exhibitors,

We would like to draw your attention to the most important rules relating to the preparation of the trade fair (the build-up period), the course of the event, and the stand dismantling period. In the interest of the smooth and mutually pleasant progress of all three of these stages, we would like to ask you to ensure that you are thoroughly acquainted with the General Conditions for Participation, which are part of the form Binding application for participation I, and which, with your signature, you have undertaken to respect.

GENERAL RULES

- **Entry only through gate No. 4.**
- **Drivers are obliged to respect the instructions of the guard service.**
- All vehicles must observe traffic signs on the grounds (most importantly the ban on parking on marked areas and outside entrances to the hall) and leave the exhibition grounds following the end of the opening hours. Parking of trailers at the Exhibition Centre after the closing hours is banned. Any breach of this regulation will be punished by a penalty of 5,000 CZK. Vehicles are not allowed to enter the halls. Trucks are not allowed to enter the Exhibition Centre during the fair. Overnight parking at the Exhibition Centre is not permitted.
- We would like to draw your attention to the ongoing construction work on the premises of BW Trade Fairs Brno
- In the event of a violation of the above-mentioned parking and vehicle entry rules, BW Trade Fairs Brno is entitled to tow the vehicle to a designated parking lot or secure the vehicle with a blocking device. In such a case BW Trade Fairs Brno is also entitled to demand payment of all costs associated with the application of these measures and a contractual fine of CZK 5,000.
- After the end of the event, these vehicles may enter the Exhibition Centre according to the instructions – see DISMANTLING. A copy of the list of reported items must be presented at the gate upon leaving the grounds and confirmed by a control officer upon entering the grounds. At the request of the security service, the driver is obliged to protect the property of the BW Trade Fairs Brno and other exhibitors to have the contents of the luggage compartment of the car checked. In the event that upon leaving the Exhibition Centre, the control service finds material marked as the property of BW Trade Fairs Brno, which was not included in the list of reported items and was not confirmed by the control service upon entering the Exhibition Centre, this material will be removed by the control service.
 - Escape routes must remain clear. For safety reasons assembled and dismantled material, packaging and exhibits must not block service roads between exhibition stands. Assembly work only is permitted in the exhibition halls. The production of items for assembly, surface painting, creating dust or other disturbing of exhibitors is prohibited in exhibition halls, and will be subject to a penalty
- We recommend insurance of exhibits (including packaging) in case of damage or loss, or individual security of exhibits (see [iKancelář](#)). The fair administration is not responsible for loss or damage to exhibits. Insurance payments can only be drawn from contracts concluded by the exhibitor.
- Waste disposal. Use colour-coded containers located outside individual exhibition halls for the disposal of sorted waste generated during assembly or dismantling of your stands. You can obtain more information on waste disposal at the front desk of the hall. For the disposal of an excessive quantity of sorted waste (glass, paper, plastics and wood), a proper container will be arranged by the hall manager at your request.

- Disposal of biowaste. Sanitation containers will be placed near the respective pavilions.
- No charging of electric vehicle batteries!
- Acoustical and optical means of advertising and musical productions are permitted on your own stand only under the condition that they do not disturb neighbouring stands, do not block aisles, and are not louder than 70 dB at the edge of the stand. BW Trade Fairs Brno may take appropriate action if these conditions are not observed, e.g. disconnect the supply of electricity to the stand following prior written notification. In such case the exhibitor has no right to the payment of any damages thereby incurred. For musical productions on exhibition stands, exhibitors are obliged not only to request the approval of BW Trade Fairs Brno, but also that of the pertinent collective administrator of copyright (OSA, Intergram) in accordance with Law 121/2000 Coll., The Copyright Law, in its valid wording. The placement of advertisements on the Exhibition Centre outside your exhibition area is not permitted. The mass distribution of printed advertisements or their dropping over the exhibition grounds from aeroplanes or balloons is not permitted without the prior agreement of BW Trade Fairs Brno. Flights with advertising banners over the exhibition grounds are also not permitted. The broadcasting of advertisements on the exhibition grounds using Bluetooth or BTS cell transmitters is likewise not permitted without the prior agreement of BW Trade Fairs Brno. You are entitled to promote your products and services on your own exhibition stand only. Any additional tidying and cleaning costs incurred will be charged to the exhibitor in question. The use of means of advertising such as bicycles, skateboards, roller skates, scooters, two-wheeled hand-carts and other means of motion (e.g. jumping boots, stilts) on the exhibition grounds is likewise not permitted without the prior agreement of the trade fair administration.
- We recommend you to hand over the keys to areas you have locked to the porter's lodge of the exhibition hall every day. If you do not do so, and a fire or a fault to equipment installed in the locked area is suspected, then you will pay any damages resulting from forced entry into the area in question.
- The cleaning of stands outside opening hours may be performed only by fair administration's contractual cleaning companies.
- No entry to the Exhibition Centre – entry on motorcycles, bicycles, scooters, roller skates, self-balancing vehicles or skateboard is not allowed during the entire event. No minors allowed during the assembly and dismantling periods of the event. Pets are not allowed on the premises during the entire event.
- For the duration of the event, the Visitor Regulations of BW Trade Fairs Brno applies.

We wish you a pleasant stay and successful business negotiations.

BUILD-UP OF THE FAIR

29. 3.–1. 4. 2025

OPENING HOURS



29.–31. 3. 2025 7.30 am–10.00 pm
1. 4. 2025 7.30 am–8.00 pm

- Installation power supply is provided.
- Technical and handling services including elevator operation after 6.00 pm only if ordered in advance.
- The ordered and paid technical services are in operation on 31. 3.–1. 4. for the entire build-up period.
- Verification of the possibility of early build-up works – Head of Logistics dept., **Mr. Petr Blaha** (tel. +420 541 152 850, e-mail: pblaha@bv.cz).
- Early build-up – order at least 1 week before the set date of the start of the fair build-up in the ordering block ieso.bvv.cz for a fee.
- Build-up work must be completed no later than 1 April 2025 at 8.00 pm. From this time onwards the electricity will be switched off, including the hall lighting!

ENTRY TO THE EXHIBITION CENTRE



Build-up and Dismantling Pass

– to be downloaded from: <https://ikancelar.bvv.cz>
– 2 pcs free, extra pcs for 150 CZK incl. VAT each.

Entry pass

– to be downloaded from: <https://ikancelar.bvv.cz>
Free according to the size of the exhibition area, extra pcs for 300 CZK incl. VAT each.



VEHICLE ENTRY

[see table on page 9](#)

Through gate No. 4

Entry of vehicles into the exhibition hall is prohibited.

It is not allowed to stop trailers in the exhibition area after the end of the operating hours.

STAND CONSTRUCTION



(ends on 1 April 2025 at 8.00 pm)

The Stand Construction and Services Department of BVV Trade Fairs Brno is the official contractor, **Mr. Michal Švehla**, tel.: +420 541 152 874, e-mail: mšvehla@bv.cz, www.bvv.cz/expozice

If the construction of the stand is not carried out by BVV Trade Fairs Brno it is necessary:

→ **send request for stand design approval** – it is a basic duty of all exhibitors to send a fully completed request for stand design approval. A confirmed request for stand design approval is an essential document of an exhibitor or a contractor for taking the exhibition area. The form is available under <https://ieso.bvv.cz>.

→ **to submit the technical project of the stand** and in case of hanging a static calculation for approval by BVV Trade Fairs Brno (e-mail: projekty@bv.cz) by the set deadline (see DEADLINES);

Exhibition stands of more than one storey must also fulfil special fire prevention conditions. Such stands must be submitted for the approval of the fair administration fire prevention specialist (**Ing. Josef Polách**, e-mail: jpolach@bv.cz).

During the approval of the stands, the exhibitors are obliged to allow the members of the approval committee to inspect the stand.

→ Taking over the exhibition area from the hall manager (see CONTACTS) and returning it back in its original condition after the end of the dismantling period. At the takeover of the exhibition area, the following documents are required:

– approved design of the stand; – a proof of payment for exhibition space; the exhibition space will not be handed over, if the invoice is not settled; – proof of payment for the services ordered from BVV Trade Fairs Brno – if these services are not paid for by the beginning of the fair, they will not be provided. – comply with all provisions of the General Conditions of Participation and the Technical and Safety Regulations (see <https://ieso.bvv.cz>). **In case of violation of the General Conditions and Technical Safety Regulations including fire regulations, water and electrical supplies for a stand will be disconnected, respectively we will have to build a partition to prevent entry to the stand.**

In the case of a illegal construction, a fine of up to CZK 50,000 will be charged depending on the degree of violation of the approval obligation and the threat to the surroundings.

TRANSPORT, FORWARDING AND CUSTOMS SERVICES

Contractual forwarding agents of BVV Trade Fairs Brno:

- **companies IMMIX spol. s r.o. and Kühne + Nagel spol. s r.o.**
- The necessary contact information can be found in the SERVICES section of these instructions. These companies provide forwarding services for exhibitors, i.e. unloading and loading of exhibition goods, transportation to stands, the removal, storage and return of empty packaging, and assembly and dismantling work, customs clearance of trade fair shipments.
- Unauthorised manipulation with own handling devices will be fined CZK 50,000.
- The last day for bringing exhibits over 5 tons or exhibits requiring the use of machinery is 31 March 2025 failure to meet this deadline will be penalized.
- The deadline for bringing in of all exhibits is 1 April 2025, by 12.00 pm (noon).
- The removal and storage of empty packaging and its subsequent return should be ordered from one of the forwarding companies given above. Empty packaging, marked in accordance with forwarding company instructions, will be stored in the packaging warehouse. Its return will start an hour after the official closing of the event. The storage of assembly tools, exhibition elements and parts of exhibits in the warehouse can be ordered through the forwarding companies. Unmarked packaging and used material will be taken to a dump for disposal after 8.00 pm on the final day of the dismantling. Unmarked exhibits left outside the rented exhibition area will be taken to the warehouse, and sold or disposed of after a period of 15 days has elapsed. Any costs incurred will be charged to the exhibitor. The storage

of packaging and installation material behind exhibition stands is prohibited.

- All consignments must be labelled with the name of the exhibiting company, its location on the grounds, and the name of the event to which they are to be sent. The recipient of such consignments is not the fair administration. The fair administration will not be held responsible for any consequences resulting from the incorrect addressing of consignments or any violation of regulations relating to the importing of goods.
- Transport and handling services must be ordered in advance!

The above-mentioned forwarding companies will provide you with customs services.

THE COURSE OF THE FAIR

2.–3. 4. 2025

OPENING HOURS



for exhibitors:

2. 4. 2025 7.00 am–6.00 pm
3. 4. 2025 7.30 am–10.00 pm

for visitors:

2.–3. 4. 2025 9.00 am–5.00 pm

ENTRY TO THE EXHIBITION CENTRE



Entry pass

to be downloaded from: <https://ikancelar.bvv.cz> Free according to the size of the exhibition area, extra pcs for 300 CZK incl. VAT each.

VEHICLE ENTRY



[see table on the page 9](#)

Only through gate No. 4

Entry is only possible for cars and vans up to 3.5 t (including cargo) without a trailer

DISMANTLING OF THE FAIR

3.–5. 4. 2025

OPERATING HOURS



3. 4. 2025 5.00–10.00 pm
4.–5. 4. 2025 7.30 am–8.00 pm
3. 4. 2025 5.30 pm –
return of empty packaging
3. 4. 2025 6.00 pm – interruption of
electrical, water and compressed
air supplies.

Communications between the stands must remain passable throughout the dismantling process. The exhibition area must be cleared and handed over to the hall manager no later than 8.00 pm on 5 April 2025.

ENTRY TO THE EXHIBITION CENTRE



Build-up and Dismantling Pass

to be downloaded from: <https://ikancelar.bvv.cz>

2 pcs free, extra pcs for 150 CZK incl. VAT each.

Entry pass

to be downloaded from: <https://ikancelar.bvv.cz>

Free according to the size of the exhibition area, extra pcs for 300 CZK incl. VAT each

VEHICLE ENTRY



Only through gate No. 4

[See table on page 9](#)

DISMANTLING OF EXHIBITION STANDS AND EXHIBITS



The exhibitors and their contactors are obliged to:

- finish dismantling and removal of exhibits
- finish the dismantling and removal of the exhibition equipment no later than the specified time of completion of the work;
- to pay their due obligations to BVV Trade Fairs Brno.

Leaving any material on the exhibition areas is waste and it will be physically disposed of by the fair administration after the dismantling is completed. BVV Trade Fairs Brno is not liable for any damages. After the dismantling is complete, it is necessary to:

- hand the exhibition area back to the hall manager.
- The dismantling of the floral decorations, curtains, drapes and wiring material by BVV Trade Fairs Brno starts immediately after the end of the fair. Earlier dismantling is not permitted.
- return all items borrowed from BVV Trade Fairs Brno (kitchen equipment, etc.)

Disposal of sponges, oils and lubricants

For the disposal of sponges and similar waste, collection containers are located at each pavilion. Information is available at the pavilion gatehouses. Pumping, mixing and disposal of oils, drilling, cutting and grinding emulsions must be ordered from BVV Trade Fairs Brno – Stand Construction and Services

ADDITIONAL SERVICES FOR EXHIBITORS

30.–31. 3. 2025, 4.–5. 4. 2025 hall P – office No. 122
1.–3. 4. 2025 hall B – Exhibitors' Lounge
Ms. Marie Tesaříková
tel.: +420 541 152 332
e-mail: mtesarikova@bvv.cz

- orders for electrical and water connections, compressed air, technical gases, masts, cleaning, security guards of expositions, etc.;
- purchase of passes (exhibitor or build-up), parking and entry documents;

- parking and entry passes that could not be mailed to you are here ready for personal pick-up.

The hall manager provides services related to the operation of halls and open areas. He/she authorises the start of build-up work on the exhibition area, and takes over the cleared exhibition area from the exhibitor or their contractor after the event. He also manages and coordinates the construction of stands, delivery of exhibition equipment and installation of connections. See CONTACTS for contact persons for the respective halls.

TRADE FAIR ADVERTISING

Advertising media, areas and advertising activities can be ordered from Mr. Ivan Zahradníček, tel.: +420 541 152 216, email: izahradnicek@bvvcz (hall A3, 2nd floor, office No. 223).

The advertising space can be used for various types of inflatables, individual advertising and related services (renting and operating inflatables, airships). The relevant staff member will arrange for the distribution of your printed materials to the exhibitors' stands, permits for the distribution of printed materials to visitors and an advertising spot will be broadcast via the trade fair radio. You can also arrange for camelots or mascots to make your advertisement visible or advertise in the FAIRINZERT trade fair magazine.

RADIO VELETRH

Manor Building, tel.: +420 541 152 061 (only during the course of the fair), for advertising or commercial spot call tel.: +420 541 152 216.

INFORMATION CENTER FOR EXHIBITORS AND VISITORS

- located in hall B

Opening hours:

1.–3. 4. 2025, 9.00 am–5.00 pm

- provide information on exhibitors and exhibits, accompanying programme, general information, black and white and colour photocopying for a fee, catalogue sales, WiFi coupon sales. WiFi vouchers are offered for daily connection for 250 CZK incl. VAT or connection for the whole event in the price of 1,000 CZK incl. VAT.

Wi-Fi AT THE EXHIBITION CENTRE

- Wireless network for mobile internet access is available at the Exhibition Centre.
- At the basic speed it is possible to connect in the halls for free.
- The speed and quality of the connection depends on the number of logged-in users. The service operates in WiFi standard – 802.11ac.
- Coupons with the password can be purchased at the INFO stands in halls (see information above). The WiFi voucher can only be used for one device only. The number of registration slots is limited. For this reason, constant data transfer cannot be completely guaranteed.
- If you require a guaranteed connection speed, order a fixed internet connection or a private Wi-Fi network (see the iESO ordering system). To get best performance, we recommend

using devices with support of 5 GHz wifi (802.11ac).
Contact: Mr. Josef Dosoudil, e-mail: jdosoudil@bvvcz,
tel.: +420 541 152 810.

The exhibitor is not entitled to install its own WiFi network, neither via its own WiFi router installed on a fixed connection set up by the Fair Administration nor via a shared connection from mobile devices. The Fair Administration shall, upon discovering a violation of the above prohibition, request the Exhibitor to stop operating such WiFi network and the Exhibitor shall be obliged to cease use of such equipment immediately, but no later than 30 minutes after receipt of such request. After the expiry of this period, the fair administration is entitled to demand a contractual penalty of CZK 10,000.

SERVICES

BANK SERVICES

Location of ATMs at the Exhibition Centre

- ATM of ČSOB a.s., entrance hall of hall E – EC–MC, VISA cards
- ATM of EURONET in hall F (towards hall P) – EC–MC, VISA cards

TRANSPORT, CUSTOMS AND HANDLING SERVICES, FORWARDING TERMINAL

IMMIX spol. s r.o.

Office at the Exhibition Centre, at gate No. 7, next to hall P
Trade fair dept.

Ms. Monika Pekařiková, tel.: +420 722 122 186

e-mail: pekarikova@immix.cz

Ms. Lucie Severová, tel.: +420 725 723 769

e-mail: severova@immix.cz

Kühne + Nagel spol. s r.o.

Office at the Exhibition Centre, area of forwarding services at gate No. 7, next to hall P
Trade fair dept.

Mr. David Blaheta

tel.: +420 543 565 513, mobil: +420 606 765 633,

Ms. Ludmila Fironová

tel.: +420 543 565 510, mobil: +420 724 304 333

e-mail: exposervice.brno@kuehne-nagel.com

www.kuehne-nagel.com

They perform loading and unloading of goods (exhibits), customs clearance and transport services in the exhibition area, storage and provision of air, truck and sea transport.

CATALOGUE OF THE FAIR

- Sale at the cash desks and the info stand.
- Free catalogues for exhibitors and ordered catalogues for a fee are available at the info stands. Unclaimed catalogues will be distributed to all exhibitors at their stands on the first day of the fair.

INSURANCE

RENOMIA a.s.

Mr. Jiří Jílek, tel.: +420 603 217 463,
e-mail: jiri.jilek@renomia.cz

• Exhibition stand insurance can be arranged electronically.
Outside of the exhibition event you can be reached at tel.:
+420 603 217 463 or e-mail: jiri.jilek@renomia.cz.

Exhibits insurance, liability insurance, transport insurance,
additional insurance for cancellation of the exhibition, stand
insurance, exhibition equipment insurance. We also carry out
the settlement of insurance claims.

FOOD, DRINKS, HOT MEALS

supplied by **R Catering s. r. o. (office in hall A)**

Catering to events, meal vouchers:

Mr. Bedřich Crha, tel.: +420 725 741 082,
e-mail: catering@catering.cz

supplied by **Frgal catering (office in hall P)**

Catering, food to exhibition stands:

Ms. Karolína Králová, tel.: +420 724 999 044,
e-mail: bvv@frgal-catering.cz

All suppliers offer food, beverages, cold cuts, confectionery
and ready meals

PRESS CENTRE

Pavilon B – Exhibitors' Lounge

• accreditation, press service

PR and advertising manager – Ms. Markéta Kamenická
tel.: +420 602 442 909, e-mail: mkamenicka@bvv.cz

PROTOCOL

building by the lake

Protocol – official guests

tel.: +420 541 152 940, +420 541 153 278

ACCOMMODATION

Administration building of BVV, ground floor,
office No. 12

Mr. Miroslav Kožnar – tel.: +420 541 159 190,
+420 602 594 810, e-mail: mkoznar@bvv.cz


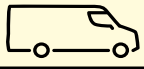

We will arrange accommodation for your company or your
guests in Brno and the surrounding area according
to your specification or request and the current situation
on the day of the order. Preview of the offer at:
<https://www.bvv.cz/en/accommodation/>

Stainless2025


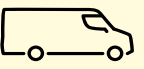

2.–3. 4. 2025




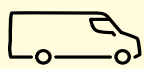

BUILD-UP

	29.–31. 3. 2025 7.30 am–10.00 pm		1. 4. 2025 7.30 am–8.00 pm	
	gate No. 4	Documents	gate No. 4	Documents
Cars and Vans up to 3.5 t  	according to operating hours	Car Pas Build-up and Dismantling Pass	according to operating hours last entry at 6.00 pm last exit at 8.00 pm free entries without restrictions	deposit 1,000 CZK (max. for 6 hours) free entries without restrictions
HGVs 3.5 t and more 	according to operating hours	Build-up and Dismantling Pass	according to operating hours last entry at 6.00 pm last exit at 8.00 pm	deposit 1,000 CZK (max. for 6 hours)

VEHICLE ENTRY TO THE EXHIBITION CENTRE DURING THE FAIR

	2. 4. 2025 7. 00 am–6.00 pm 3. 4. 2025 7.30 am–5.00 pm		3. 4. 2025 from 5.00 am–10.00 pm DISMANTLING	
	gate No. 4	Documents	gate No. 4	Documents
Cars and Vans up to 3.5 t  	2. 4. 2025 7.00 am–6.00 pm 3. 4. 2025 7.30 am–5.00 pm	Car pass	5.00 am–10.00 pm	Car Pass Build-up and Dismantling Pass
	2. 4. 2025, We 7.00 am–8.30 am Last entry at 8.30 am Last exit at 9.30 am 5.00–6.00 pm Last entry at 5.00 pm Last exit at 6.00 pm 3. 4. 2025, Th 7.30 am–8.30 am Last entry at 8.30 am Last exit at 9.30 am	deposit 1,000 CZK (max. for 1 hour)		
HGVs 3.5 t and more 	Trucks over 3.5 t are not allowed!		5.00–10.00 pm	Build-up Dismantling Pass

DISMANTLING OF EXHIBITION STANDS AND EXHIBITS

	3. 4. 2025 5.00 am–10.00 pm		4.–5. 4. 2025 7.30 am–8.00 pm	
	gate No. 4	Documents	gate No. 4	Documents
Cars and Vans up to 3.5 t  	5.00 am–10.00 pm	Car Pass Build-up and Dismantling Pass	7.30 am–8.00 pm	Car Pass and/or Build-up and Dismantling Pass
HGVs 3.5 t and more 	5.00 am–10.00 pm	Build-up and Dismantling Pass	7.30 am–8.00 pm	Build-up and Dismantling Pass