

Participant Memo

Dear participants of the “**Mitex**” exhibitions, which will be held from November 11–14 as part of the joint project MEGAPOLIS Expo: We strongly recommend that you carefully read the list of rules below. Failure to comply may result in fines and additional financial obligations for your company in accordance with the policy of the Crocus Expo IEC.

🚫 Prohibited Actions:

- Staying at the booth after 19:00 on set-up, exhibition, or dismantling days.
- Parking branded vehicles in the parking lots of "Crocus Expo."
- Advertising other exhibition centres or events not held at Crocus Expo is not permitted.
- Hiring third-party companies for floor covering cleaning during the event is prohibited. Use of vacuum cleaners or other cleaning equipment is not allowed. Only Crocus Expo's administrative department or its accredited contractors may perform such cleaning — except for cleaning/polishing of exhibits. Orders must be placed through the Service Centre Desk in the pavilion lobby, Phone.: +7 (495) 727-2626, Email: service@crocus-expo.ru.
- Bringing goods or materials through the main entrances and magnet frames is prohibited. This includes: equipment, furniture, boxes, packaging, decorative items, advertising structures, and exhibits. These must go through loading zones, accessible by vehicles with paid passes issued at the “Service Center” desk in the pavilion lobby. Only hand luggage (max. 20 kg, 60x60x60 cm) is allowed through main entrances.
- Bringing alcohol through the main entrances is forbidden under Russian law. Any such transport must be arranged via the loading zones with a formal request letter.
- Using personal cranes, forklifts, or stackers is not allowed. All operations requiring lifting equipment must be handled by Crocus Expo staff. Personal wheeled trolleys are allowed. For questions regarding loading and unloading operations, please contact the Transport and Logistics Department, Phone: +7 (495) 727-2587, Email: Trans@Crocus-Expo.ru.
- Modifying standard booth structures or performing independent setup/dismantling is not allowed. This includes adding equipment, show-cases, podiums, furniture, banners, or lights. Exceptions only with approval from OOO BuildExpo, Phone: +7 (495) 727-2587, Email: trans@crocus-expo.ru.
- Installing items, incl. hanging structures, lighting, decorative element, roof slopes, etc. outside the rented booth space is not allowed. If the booth's back side is visible, it must be covered with white material or painted white.
- Storing construction or packaging materials anywhere in the exhibition complex during the event is prohibited.
- Using stationary circular saws, open flames, welding, or grinding tools is not allowed. Hand tools with dust extractors are permitted. Demonstrations involving such tools require prior approval and fire safety compliance.
- Attaching stand elements or any constructed objects to walls, columns, or the floor.

- Using your own presentation or audiovisual equipment is only allowed after inspection by OOO Build Expo's technical department, Phone: +7 (495) 727-2671, Email: avt@buildexpo.ru.
- Parking branded vehicles in Crocus Expo parking areas is prohibited.
- Advertising other exhibition centres or events not held at Crocus Expo is not permitted.

Violation of the rules established on the territory of IEC "Crocus Expo" will inevitably result in financial losses for the Exhibitor company.

Sources:

<https://eng.crocus-expo.ru/docs/>