6TH GEOSPATIAL & SPACE TECHNOLOGY FORUM

GM EVENTS

Checklist & Deadlines

☐	Deadlines & Important Submission	Deadlines
☐	Submit your fascia name as per your company name, along with your logo and all branding requirements in AI, EPS, or high-resolution PDF format.	February 26th 2027
☐	Submit your stand design for venue approval. Please note: The organizer must receive the technical drawings and 3D design for approval.	February 26th 2027
☐	Deadline for placing your order for any additional items and services.	February 26th 2027
☐	Register your complimentary passes as per your contract. Click here to register your delegate passes.	February 26th 2027
☐	Set up the date for the event.	March 29th 2027
☐	Set up date for the customized stands only.	March 29th 2027
☐	Set-up date for shell scheme stands.	March 29th 2027
☐	Collect your badges from the registration desk.	March 29th 2027
☐	All booth set-up must be fully completed within the specified timeframe	March 29th, 2027, 19:00
☐	Dismantling all the stands.	March 31st 2027

Important Notes
The maximum height for a 9 SQM stand is 3 meters. The maximum height for a 4 SQM stand is 3 meters.
Exhibitors are responsible for any damage caused to buildings, floors, walls, and columns.
Exhibitors are responsible for removing all waste during setup and dismantling. Contractors must remove all construction materials, printed materials, and packaging from the hotel premises upon completion of their work.
Corridors must always remain clear to ensure uninterrupted access for exhibitors, contractors, and suppliers.
Exhibitors are responsible for cleaning their own stands.
Cleaning services are only permitted when the exhibition area is closed to all attendees.
Upon arrival at the hotel security booth, IDs will be exchanged for a gate pass.

Please feel free to contact me if you require any assistance. We will be happy to assist you.
Kindly send your requirements to: glenda@gmevents.ae
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