



MOTOCYKL

6. – 9. 3. 2025

**INSTRUCTIONS FOR ASSEMBLY,
DISASSEMBLY AND CONDUCTING THE
EXHIBITION**

PVA EXPO PRAHA

Beranových 667

199 00 Praha 9 – Letňany

GPS: Loc: 50°7'46.54"N,14°30'51.48"E

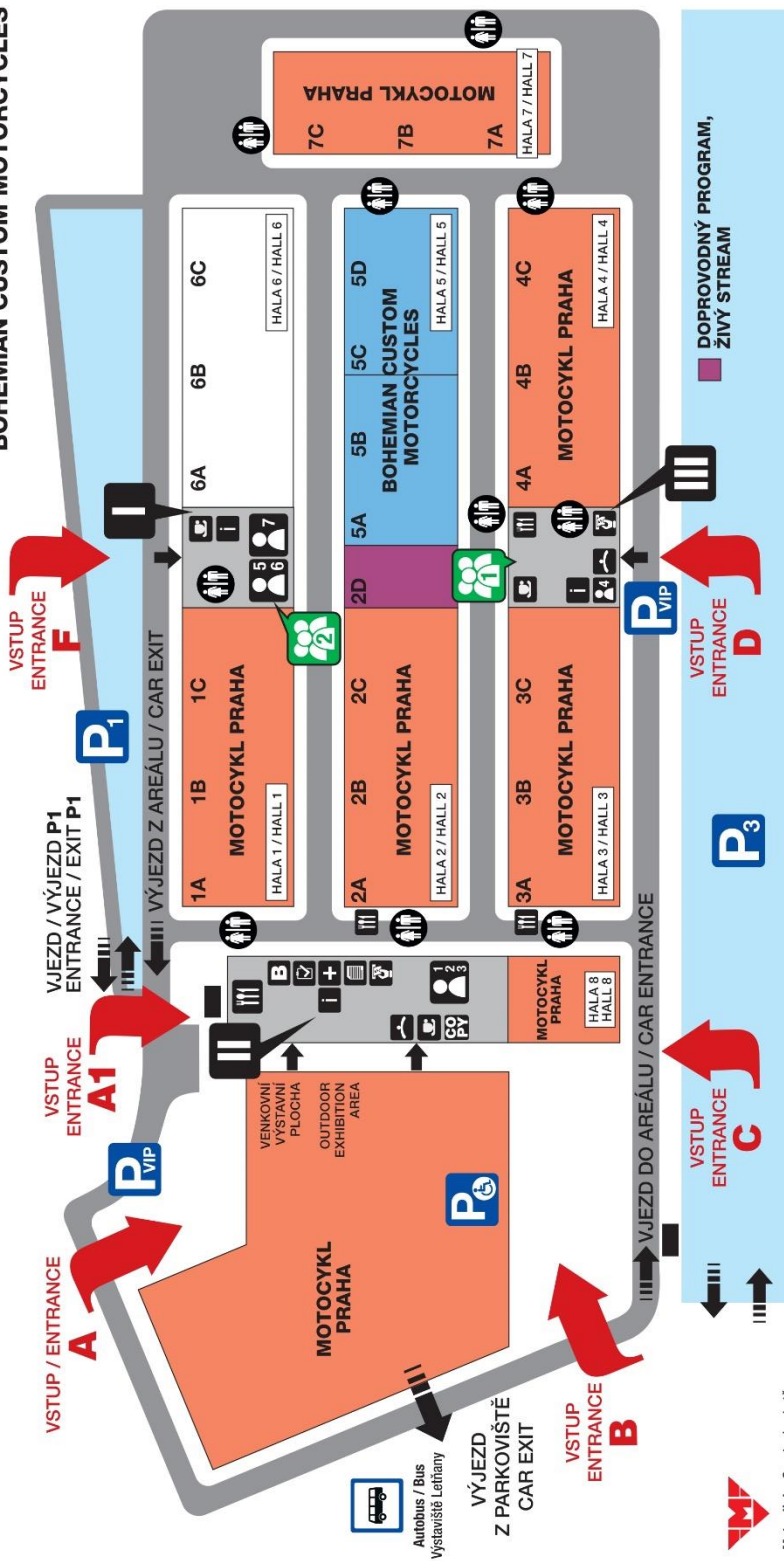
Head of Sales MOTOCYKL PRAHA

Vanda Petrov

M: +420 739 003 144

E-mail: petrov@abf.cz

Plan of The Exhibition Area



- Information / Informations
- Registrace / Registration
- Parkoviště / Parking Area
- Grafický a výtvarný servis CREATIV EXPO
- Graphic and Exhibition Service CREATIV EXPO
- Konferenční sály ve Vstupní hale I (sály 1, 2, 3)
- Konference rooms in the Entrance Hall II (conference rooms 1, 2, 3)
- Konferenční sál 4 (prizemní Vstupní hala III)
- Conference room 4 (ground floor of the Entrance Hall III)
- Konferenční sály (prizemí Vstupní haly I)
- Conference rooms (ground floor of the Entrance Hall I)
- Vstupní hala I / Entrance Hall I
- Vstupní hala II / Entrance Hall II
- Vstupní hala III / Entrance Hall III
- Kongresový sál (1. patro Vstupní haly I a III)
- Congress Hall (1st floor in the Entrance Hall I and III)
- Metro linka C - stanice Letňany
Subway line C - Letňany station
- Bankomat / ATM Machine
- Sálna / Cloakroom
- WC
- První pomoc / First Aid
- Press centrum / Press Centre
- Business centrum / Business Centre
- Kaviárna / Café
- Restaurace / Restaurant

**REGISTRATION OF EXHIBITORS
ENTRANCE HALL II**

• **ISSUANCE OF ASSEMBLY/DISASSEMBLY ENTRY CARDS AND PERMITS**

It only takes place physically directly at PVA EXPO PRAGUE for registration in Entrance Hall II on the date:

3.3. – 5.3. 2025	8:00 – 18:00 hod.	Monday - Wednesday
6.3. 2025	7.00 – 9.00 hod.	Thursday

RECOMMENDATION:

When paying after 28.2. 2025, we recommend that exhibitors bring a proof of payment - account statement - with them to registration.

• **ACCEPTANCE OF EXPOSURES ORDERED FROM ABF**

Exposures, which are arranged for exhibitors through ABF, a.s. will be according to your wishes orders ready for handing-over on 5.3. 2025 from 12:00

• **PARKING CARDS**

On **3.3. – 5.3. 2025** is possible to park during assembly directly in the area of the exhibition center based on registration and collection of assembly passes and assembly entry card.

Attention!

ON WEDNESDAY 5 MARCH 2025 AND ON THE MORNING OF 6 MARCH 2025 BEFORE THE FAIR STARTS, A REFUNDABLE DEPOSIT OF CZK 1,000 (IN CASH) IS PAYABLE ON ENTRY.

The entrance gate in HALL 1 will only be open on Monday 3.3. 2025! Thereafter, only inputs with a maximum dimension of 2 390 mm (height) x 1 850 mm (width) will be available.

During the fair **6. – 9. 3. 2025** you can park in reserved spaces only with a parking card.

parking card	57,00 € / fair
night parking up to 3.5t:	16,00 € / one night
night parking over 3.5t	25,00 € / one night

CONSTRUCTION

• **UNLOADING OF EXHIBITS**

No mechanisms designed to unload exhibits will be allowed into the area.

This service is provided by the contractual forwarding company CENTRUMSPED, Bc. Filip Červený, phone: 602 501 381, e-mail: cerveny@centrumsped.cz , which is located on the premises 4.

YOUR OWN EXPOSURE PROJECT MUST BE SENT TO THE TECHNICAL DEPARTMENT FOR APPROVAL

Manager of the technical department Tomáš Kabele Tel: +420 739 003 162

e-mail: kabele@abf.cz

COURSE OF THE FAIR

EXHIBITOR:

Thursday	6.3.2025	7:00 - 20:00
Friday	7.3.2025	8:00 - 20:00
Saturday	8.3.2025	8:00 - 20:00
Sunday	9.3.2025	8:00 - 17:00, followed by dismantling

VISITOR:

Thursday - BUSINESS DAY	6.3.2025	9:00 – 13:00
Thursday	6.3.2025	13:00 -19:00
Friday	7.3.2025	9:00 - 19:00
Saturday	8.3.2025	9:00 - 19:00
Sunday	9.3.2025	9:00 - 17:00

DISASSEMBLY

Dismantling of stands and exhibits is permitted after the end of the fair on 9.3.2025 from 17:00 and continues NONSTOP until 10.03. 2025 until 17.00 .

The exit of the exhibits from the hall is possible only after the central carpets have been removed from the main corridor and the entrance gate has been released (takes approx. 15 minutes). Damage to carpets will be billed to the exhibitor. Please follow the instructions of the organizing service for a continuous departure from the area.

CONTACTS

Vanda Petrov - Head of Sales CZECHBUS

mobile: +420 739 003 144, e-mail: petrov@abf.cz

Tomáš Kabele - Manager of the technical department

mobile: +420 739003162, e-mail: kabele@abf.cz

Total Brokers a.s. - Insurance of exhibits and exposures

mobile: +420 731 424 709, e-mail: likvidace@totalbrokers.cz

LS production, Ing. Lenka Rohlíková Svatošová – Hostesses

mobile: +420 603 286 243, e-mail: svatosova@hostesky-on-line.com

CENTRUMSPED s.r.o., Bc. Filip Červený - Forwarding

mobile: +420 602 501 381, e-mail: cerveny@centrumsped.cz

Gastroservis - F&B Manager, Michael Simon

mobile: +420 735 116 471, simon@aquapalace.cz