

7-15|9|2024

THESSALONIKI INTERNATIONAL
EXHIBITION & CONGRESS CENTER



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**THESSALONIKI
INTERNATIONAL
FAIR**



thessalonikifair.gr

EXHIBITORMANUAL

Preparation for the 88th Thessaloniki International Fair

We would like to highlight some important information necessary for preparing your participation.



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THESSALONIKI INTERNATIONAL
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OPENING HOURS

Saturday 7 & 14/9
& Sunday 8 & 15/9: 10:00-22:00
Weekdays: 16:00-22:00

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Preparation stage

You can take over your space from the pavilion manager and carry out construction work from **30.08.2024** to **05.09.2024**, between 08:00-22:00 and on **06.09.2024**. After 16:00 only work within the exhibitor's stand is allowed.

On 06.09.2024, the entry of private cars is not allowed.

In case you exhibit a very large product, please inform the technical support department before transferring it to the exhibition area.

Technical Support Department/ Pavilion Managers:

CHRISTOS CHRYSOVELIDIS
e: cc@helexpo.gr, T +30 2310 291534

Pavilion 12 & 13 and Outdoor areas B12 B13
T. +30 2310 291113

Pavilion 7, 8, 9, 10, 16 and Outdoor areas B10, B08, C08
T. +30 2310 291138

Pavilion 2, 3, 17 and Outdoor area B07
T. +30 2310 291562

Pavilion 4, 5, 6 and Outdoor areas C03 C07
T.+30 2310 291126

Pavilion 15, 14 & 1 and Outdoor areas A08 A11
T. +30 2310 291265

- A** ΓΡΑΦΕΙΑ ΔΙΟΙΚΗΣΗΣ
ADMINISTRATION BUILDING
- B** ΣΥΝΕΔΡΙΑΚΟ ΚΕΝΤΡΟ "Ν. ΓΕΡΜΑΝΟΣ"
CONFERENCE CENTER "N. GERMANOS"
- C** ΣΥΝΕΔΡΙΑΚΟ ΚΕΝΤΡΟ "ΙΩΑΝΝΗΣ ΒΕΛΛΙΔΗΣ"
CONFERENCE CENTER "IOANNIS VELLIDIS"
- D** ΑΙΘΟΥΣΑ ΕΚΔΗΛΩΣΕΩΝ "ΑΙΜ. ΡΙΑΔΗΣ"
EVENT HALL "EM. RIADIS"
- E** ΜΟΜΟΥΣ ΜΟΥΣΕΙΟ ΕΥΣΧΡΟΝΗΣ ΤΕΧΝΗΣ
MOMUS MUSEUM OF CONTEMPORARY ART
- 1** ΠΥΛΗ ΕΜΠΟΡΕΥΜΑΤΩΝ-ΑΕΓΕΑΝ
COMMERCIAL GATE-AEGEAN
- 2** ΠΥΛΗ ΧΑΝΘ-ΔΕΗ
YMCA GATE-DEI
- 3** ΠΥΛΗ ΣΥΝΤΡΙΒΑΝΙΟΥ-ΛΑΝΚΟΜ
SINTRIVANIU GATE-LANCOM



2 Badges

Print your entry cards (Badges) through the "Exhibitors Area" online platform. A personalized email will be sent upon the completion of participation form. Please note that you will need to go to the "Badges" field to print your strictly personal cards.

For additional personalized badges - cost: €10 per badge, VAT included-, please contact us via email at badgestif@helexpo.gr or by phone at +30 2310 291203 - Ms. Glykeria Mamara.

3 Invitation tickets

You can purchase entry tickets/invitations (min 30 pieces) from the HELEXPO accounting department at €4.00/piece including VAT.

HELEXPO Accounting Department:
Anastasia Kyriakou
aky@helexpo.gr, T.+30 2310 291134

Mandona Irini
em@helexpo.gr, T. +30 2310 291102

4 Event organization during the exhibition

For all types of events (pavilion openings, conferences, presentations, etc.) you may organize during the 88th Thessaloniki International Fair, speakers and guests must have their personal exhibitor badge or HELEXPO invitations.

Access to the exhibition area will be granted only upon presenting the aforementioned documents at the gates. Visitors without HELEXPO accreditation can only enter by purchasing a ticket.



5 Access to the exhibition area platform

Log into the platform using the username and password sent to you via a personalized email by August 10.

In the Exhibitors Area platform, you can:

- Access important information about your participation and the exhibition (pavilion, stand)
- Print your entry badges
- Upload your logo for inclusion in the 88th TIF exhibitors catalog/site
- Confirm your company details for the 88th TIF exhibitors catalog/site



6 Technical issues equipment rental

For technical issues, equipment rental, ventilation, power, water supply, or anything related to the construction or setup of your pavilion, contact the contractor company:

EXPOWORK S.A

Exhibitions Service Department HELEXPO
T: (+30) 2310297572, 2310297564
orderstif@expowork.gr

Technical Services Form

NOTE. If you have chosen an exhibition space without equipment (Type 1) or an outdoor area, you can start construction after submitting your construction plan to HELEXPO's technical service.

Contact: **Christina Papakosta**
chp@helexpo.gr, tel. (+30) 2310 291268)

Send the electrical installation plan to EXPOWORK.

A charge for electrical power provision and connection is **€35.00/KW**, as stated in the participation declaration.



7 Financial settlement

Please note that you have to pay directly the full of grand total of your participation

Bank Account Numbers:

National Bank of Greece:

223/470300-60,
IBAN – GR 40 0110 2230 0000 2234 7030 060
SWIFT ETHN GR AA

Alpha Bank:

707/00/2320000394
IBAN – GR 74 0140 7070 7070 0232 0000 394
SWIFT CRBAGRAAXX

Piraeus Bank:

5202-002162-792
IBAN: GR16 0172 2020 0052 0200 2162 792
SWIFT PIRBGRAA

Send a copy of the deposit slip to HELEXPO's accounting department
e: aky@helexpo.gr, tel. +30 2310291134.

8 Advertising

Exhibitors' advertising within the Exhibition Center during the exhibition can be done in various ways, some of which are detailed in the [Marketing Manual](#).

Contact: **Konstantinos Stilas**
ks@helexpo.gr, T. +30 2310291213

Brand Development Manager: **Yannis Angelou**,
ya@helexpo.gr, T. +30 2310291199

Contacts

PROJECT MANAGER

PANAGIOTIS CHATZIOANNOU
T. +30 2310 291548, e: tif3@helexpo.gr

SECRETARIAT

KATERINA BENAKI
T. +30 2310 291232, 2310 291257, 2310 291549
e: tif@helexpo.gr

INAUGURATIONS-PUBLIC RELATIONS

MARIA PATLAKA
T. +30 2310 291133, e: mpa@helexpo.gr

**Exhibitor Entrance: Glykeria Mamara
(badgestif@helexpo.gr, tel. +30 2310 291203)**

PARTICIPATION & EVENTS RESPONSIBLE

AKADEMIA-TECHNOLOGY

ERI ARCHONTI
T. +30 2310 291177, e: ea@helexpo.gr

INTERNATIONAL PARTICIPATION

LILA ANASTASIADOU
T. +30 2310 291136, e: la@helexpo.gr

CENTRAL UNION OF CHAMBERS PARTICIPATION

VASILIS SPYROU
T. +30 2310 291101, e: vs@helexpo.gr

PUBLIC ORGANIZATIONS & BODIES

KATERINA BENAKI
T. +30 2310 291232, e: kb@helexpo.gr

HONORED COUNTRY

KATERINA TRAPTSONI
T. +30 2310 291188, e: ktrap@helexpo.gr

CONFERENCES & EVENTS DIRECTORATE

VICKY DALKRANI
T. +30 2310 291500 e: dv@helexpo.gr

PARALLEL EVENTS

ELEANA KOSTOPOULOU
T. +30 2310 291517, e: ek@helexpo.gr
ASPASIA SKOULIKARAKI
T. +30 2310 291235, e: as@helexpo.gr

MUSIC EVENTS

EFSTATHIA SIDERI
T. +30 2310 291572, e: es@helexpo.gr

EXHIBITOR SERVICE

CHRISTOS CHRYSOVELIDIS
T. +30 2310291534, e:cc@helexpo.gr

VISITOR SERVICE DEPARTMENT

ANGELIKI LAMPRIDOU
T. +30 2310 291264, e: al@helexpo.gr

PRESS OFFICE - ACCREDITATIONS

ELENI YPSILANTOU
T. +30 2310 291612, e: press@helexpo.gr

TECHNICAL SERVICES-EXPOWORK

T. +30 2310 297564, +30 2310 297572
e: orderstif@expowork.gr

88th THESSALONIKI INTERNATIONAL FAIR

GERMANY
HONORED COUNTRY

ORGANISED BY

HELEXPO

UNDER THE AUSPICES

