

GLOBAL MBLTY CALL

Sustainable Mobility
World Congress & Expo

19-21
Nov
2024

Recinto Ferial
ifema.es

Exhibitor's Guide

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1. How to become an exhibitor at GMC 2024?

GLOBAL GMC
MOBILITY
CALL

GLOBAL MOBILITY CALL will be held at IFEMA MADRID, from 19 to 21 November 2024.

EXPO - Hall 3. The opening hours will be from 09:30 to 19:00 hours. During these hours the stands must remain open to the visiting public and be duly attended by competent staff. Exhibitors will be allowed access to the venue at 09:00. Exhibitors may remain until 30 minutes after closing time.

CONGRESS - Main Auditorium and Agoras in Hall 3. The congress and conference programme will be published on the event website.

TRAFFIC- The International Trade Fair for Safe and Sustainable Mobility, will be part of this part of the Global Mobility Call. TRAFIC's main exhibition sectors and associations are part of GMC making it the world's only Sustainable Mobility event.

1.1

The space is contracted by sending the Participation Application form to the form to the Show Management. The Participation Application Form can be completed online at ifema.es/global-mobility-call and sent by email: globalmobilitycall@ifema.es

Filling in the **online Application Form**. Receipt of this form at IFEMA MADRID is the first step required to participate in GLOBAL MOBILITY necessary to participate in GLOBAL MOBILITY CALL.

The submission of the Participation Application form implies the full acceptance of the acceptance of **IFEMA MADRID** General Rules of Participation, the technical annexes, the Specific Regulations of this edition and the provisions which, as and any generic or specific provisions established by the fair organisers. established by the fair organisers.

Once the definitive details of your application have been agreed, you will receive the corresponding **Exhibition Contract**. We remind you that it is necessary to make, within the established deadlines, the payments indicated in it. in the contract.

1.2

Once the Participation Application Form has been sent to formalise the contracting the Management of the Show, you must send to the Show Management the proof of payment of the payment of the space reservation fee to the Show Management.

1.3

All companies whose activities are considered to be included in the sectors covered by the event may apply to take part in the event.

- The admission of applications, as well as the allocation of spaces, will be approved by the Show Management..
- **The Management of Global Mobility Call** reserves the right to make the final decision on the final location of the stands.

1.4

In the event that the PARTICIPATING COMPANY designates another entity as a BILLING COMPANY, the details of both must be included in the Application for Participation. Payments must be made in accordance with the Global Mobility Call schedule. If the designated entity does not make the aforementioned payments within the established deadlines, the PARTICIPATING COMPANY will make the payments at the simple request of IFEMA MADRID.

1.5

Signing and submitting the Participation Applications implies full acceptance of IFEMA MADRID's General full acceptance of **IFEMA MADRID's General Rules of Participation**, and of the general provisions established by the Fair Organisers.



1. How to become an exhibitor at GMC 2024?

GMC

1.6

Once the final details of your application have been agreed, you will receive the corresponding Exhibition Contract. We remind you that it is necessary to make, within the established deadlines, the payments indicated therein.

1.7

Exhibitors who have not paid in full for the space contracted and the costs of the services requested will not be authorised to occupy the space or participate in the Congress, nor will they be given a modular stand

1.8

Space will first be allocated to exhibitors from the previous edition, provided that they confirm their participation within the established deadlines and terms. Immediately afterwards, requests from new participants will be dealt with, in order of arrival of the Participation Application Form.

1.9

Exhibitor's resignation: The Exhibitor's resignation from participation is grounds for forfeiture of the amount paid in advance. If the exhibitor withdraws within 30 days prior to the opening of Global Mobility Call, full payment for the space may be demanded, even if it is subsequently occupied by another exhibitor (see article 7 of the General Rules of Participation).

1.10

DATES FOR PAYMENTS TO BE MADE

- **June 30, 2024** - Deadline for payment of the first 50% of the contracted space.
- **October 17, 2024** - Deadline for payment of 100% of contracted space and services

1.11

METHOD OF PAYMENT: You can pay in the following ways:

- Transfer to: IFEMA MADRID/GLOBAL MOBILITY CALL 2024

- Santander: IBAN ES64 0049 2222 5115 1000 1900 SWIFT: BSCHEMM
- BBVA: IBAN ES89 0182 2370 4000 1429 1351 SWIFT: BBVAESMM
- Caixa Bank: IBAN ES93 2100 2220 1102 0020 2452 SWIFT: CAIXES88XXX

- Send a copy of the bank receipt to servifema@ifema.es Credit Card in a secure environment, accessible at the end of the online completion of the Participation Application Form, or subsequently through Zona Expo online, in the invoices and payments tab or from the services contracting section. .

In accordance with current regulations, payments in cash or bearer cheques are not accepted.

In the [Expo Zone](#) you will find your trade fair participation statement and invoices, once payments have been made. If you need an invoice to make a payment, please request it at servifema@ifema.es.



2. Participation modalities and fees

You can participate in the fair by choosing between one of the different assembly formats.

2.1.1 FLOOR ONLY - FREE DESIGN STANDS

Minimum space **16 m2**

RATES - Ground only:

- From 9 to 16 m2..... € 194,50/m²
- From 16,5 to 53,5 m2..... € 189 €/m²
- From 54 to 99,5 m2.. € 184€/m²
- From 100 m2 onwards..... € 180,50€/m²

RATES FOR COMPULSORY SERVICES

The contracting of the "Solo Suelo" modality implies the compulsory contracting of the following services compulsory contracting of:

- **Civil Liability Insurance..... € 71,41 + VAT (1)**
- **Multifair Insurance..... € 67,79 + VAT (1)**
- **Minimum electrical energy 0,13 kw/m2..... € 7,43/m2 + VAT (1)**

The allocation of space is the sole responsibility of the Management. The Management may alter the allocated stands or redistribute the halls for organisational reasons.

The allocation of space is the sole responsibility of the Management. The Management may alter the allocated stands or redistribute the halls for organisational reasons.

IFEMA MADRID offers a comprehensive stand design service, with our maximum guarantee and fully adapted to your needs. We take care of the planning of your space, the design, assembly and dismantling. Request, free of charge and without obligation, a project adapted to your needs by sending an email to infodesign@ifema.es.

Includes:

- EXPO 10% DISCOUNT EARLY BIRD before 30 June 2024.
- A 10% discount on the price of the surface will be applied to exhibitors of the last three editions of the exhibitors of the last three editions of TRAFIC. Discount not cumulative with the early bird
- IFEMA MADRID offers a comprehensive stand design service, with our maximum guarantee and fully our maximum guarantee and totally adapted to your needs.
- We take care of the planning of your space, the design, assembly and dismantling.
- Request, free of charge and with no obligation, a project adapted to your needs by sending an email to infodesign@ifema.es

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment..

2.1.2 SPECIFIC ASSEMBLY RULES FOR FREE-DESIGN STANDS

Stand designs with regard to the location of stand constructions, decoration and advertising elements must respect the overall perspective of GLOBAL MOBILITY CALL and the visibility of neighbouring stands.

HEIGHT

The maximum authorised height of stands on their perimeter line is 4 metres. A single element on the perimeter may be raised up to a height of 6 metres, except in the medians with neighbouring stands. In no case may the height exceed 6 metres.

BLIND ENCLOSURES

Perimeter enclosures to corridors may not exceed 50% of each corridor. Blind enclosures of greater length must be set back a minimum of 3 m inwards and may not exceed 80% of the length of the façade.

SIGNAGE

Signs, banners and spotlights may not protrude more than 50 cm from the allocated space, and from a minimum height of 2.5 metres, nor exceed the maximum height of 4 m. on the perimeter. The spotlights must be directed towards the inside of the stand. If in doubt, please consult IFEMA MADRID's Trade Fair Services Department.

PACKAGING

Packaging will not be allowed to be stored inside the hall. For this service, please ask the GLOBAL MOBILITY CALL secretariat for information.

APPROVAL OF THE PROJECT

The company opting for the construction of its free-design stand must submit the assembly project to the Expo Zone (one month before the start of assembly), it will also be necessary to upload the service plan for its correct installation.

The interpretation and application of the regulations for each particular case will be the responsibility of IFEMA MADRID, which reserves the right to make exceptions if it considers it necessary, based on respect for the general perspective of the GLOBAL MOBILITY CALL and the visibility of neighbouring stands. The rest of the Assembly Rules will be those contained in the IFEMA MADRID General Rules of Participation.

INSTALLATION FEE

The company responsible for the stand assembly work must pay IFEMA MADRID, prior to the start of the work, the corresponding assembly fees for the services rendered during said period.

The payment of this fee may be contracted through the Expo Zone.

• Tariff TYPE A:

Spaces without decoration, or occupied by carpet or dais..... € 2,72 / m2+VAT (1)

• Tariff TYPE B:

Basic modular stands made of aluminium or similar..... € 5,45 / m2+VAT (1)

• Tariff TYPE C:

Modular design stands in aluminium, carpentry and other materials..... € 8,58 /m2+VAT(1)

REMARKS:

- All services or modifications that may be introduced based on these characteristics shall be at the exhibitor's expense.
- The distribution of all the elements that make up the stand, the extras requested, as well as the structural elements necessary for the support of the stand, shall be adapted to the needs of the exhibitor, provided that it is technically feasible and that the plan with the relevant indications is received no more than fifteen days before the first day of the start of assembly.
- Once the stand has been set up, any changes to the location of all elements that have not been communicated by the established date shall be invoiced.
- The elimination, by the exhibitor, of any training element of the prefabricated stand does not imply a reduction in cost.
- All the material used, both structural and electrical, is rented and any deterioration will be invoiced according to the current rates.

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

2. Participation modalities and fees

2.2. GLOBAL MOBILITY CALL CONGRESS: ALLIED PARTNER

Allied Partners will participate in both the congress programme and the exhibition.

- **GLOBAL PARTNER**
(includes space, floor only 110m2)..... €90.000 + VAT (1)
- **MAIN ITINERARY PARTNER**
(includes space, floor 110m2 only)..... € 75.000 + VAT (1)
- **CONNECTED PARTNER**
(including space 25m2+ modular stand)..... € 36.000 + VAT(1)

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.



2. Participation modalities and fees

2.3. FLOOR + MODULAR STAND



INDICATIVE DRAWING

- Nailing or taping is permitted.
- Drilling is not permitted.

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

GENERAL CHARACTERISTICS:

MINIMUM AREA : 16 m²

- From 9 to 16 m²..... €327,50/m² + VAT (1)
- From 16,5 to 53,5 m²..... €318/m² + VAT (1)
- From 54 to 99,5 m²..... € 302,50/m² + VAT (1)
- From 100 m² and upwards €297/m² + VAT (1)

Exhibitors of the last three editions of TRAFIC will receive a **10%** discount on the price of the space. This discount cannot be combined with the early bird discount.

TECHNICAL CHARACTERISTICS :

STAND:

- Rental of the space.
- Structure of chipboard walls painted in matt white plastic (by default) other colours available in **Zona Expo**.
- Stand open to one or more aisles depending on location.

FAIR TYPE CARPET

In jasper grey colour, other colours available at **Zona Expo**

WAREHOUSE with door in the following proportion:

- Up to 16 m².....1x1
- From 16,5 to 32 m²2x1
- From 32,5 m² Upwards:3x1

FURNITURE:

| | White madrid chairs | White dom table | White duero litter bin | White tana counter | Pisa stool |
|----------------------------------|---------------------|-----------------|------------------------|--------------------|------------|
| From 9 to 16 m ² | 4 | 1 | 1 | - | - |
| From 16,5 to 53,5 m ² | 6 | 2 | 1 | - | - |
| From 54 to 99,5 m ² | 8 | 2 | 1 | 1 | 1 |
| From 100 m ² | 8 | 2 | 1 | 1 | 1 |



ELECTRICITY AND LIGHTING:

- Lighting by means of LED spotlights on rails at a rate of 1 spotlight every 6 m² of stand.
- Electrical panel with magneto-thermal differential, prepared for a power of 130 w/m², and a built-in 500w socket.

SIGNAGE:

Standardised lettering with exhibitor's name and stand number. To be specified in the Expo Zone.

SERVICES INCLUDED

- Minimum electrical energy consumption (0.13 Kw/m²)
- Civil Liability Insurance
- Multifair Insurance
- Daily cleaning of the stand (Type A, once a day)

OBLIGATORY CONTRACT

Communication and Marketing Pack + LIVE Connect Conecta..... € 302 + VAT (1)

REMARKS

- Any services or modifications that may be required based on these characteristics shall be at the exhibitor's expense.
- The distribution of all the elements that make up the stand, the extras requested, as well as the structural elements necessary for the support of the stand, shall be adapted to the needs of the exhibitor, provided that it is technically feasible and that the plan with the pertinent indications is received no more than fifteen days before the first day of the start of assembly.

2.4. STAND MODULAR START-UPS



INDICATIVE DRAWING

- Nailing or taping is permitted.
- Drilling of holes is not permitted.

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

GENERAL CHARACTERISTICS :

AREA: 6 m² non-expandable.

Space to give visibility to innovation, entrepreneurial opportunities and corporations.

Only valid for companies participating in this area and applications approved by the event..

Stand 6 m² € 1.150 + VAT (1)

TECHNICAL CHARACTERISTICS :

STAND

- Rental of space
- Wood wall structure
- The stand will be open on one or more sides/aisles depending on the location.

FAIR TYPE CARPET

In jasper grey colour, other colours available at [Expo Zone](#)

FURNITURE (irrespective of the m² contracted):

- 1 white table
- 3 Madrid chairs
- 1 white cupboard



ELECTRICITY AND LIGHTING

- Lighting by means of LED spotlights on rails at a rate of 1 spotlight every 6 m² of stand.
- Electrical panel with magneto-thermal differential, rated at 130 w/m², and a built-in 500w socket outlet.

BADGING

Badging in standardised lettering with exhibitor's name and stand number. To be indicated in [Expo Zone \(maximum 20 characters\)](#).

SERVICES INCLUDED

- Multifair Insurance
- Civil Liability Insurance
- Minimum electricity consumption (0,13kw/m²)
- First cleaning with removal of the plastic covering and daily cleaning of the floor.

REMARKS

- Any services or modifications that may be required based on these characteristics shall be at the exhibitor's expense.
- The distribution of all the elements that make up the stand, the extras requested, as well as the structural elements necessary for the support of the stand, shall be adapted to the needs of the exhibitor, provided that it is technically feasible and that the plan with the pertinent indications is received no more than fifteen days before the first day of the start of assembly.

3. Participating counterparts

| | Global Partner | Main Itinerary Partner | Connected Partner | Thematic Area | Business Forum Host Company | Speakers Corner Participant |
|---|-------------------------|-------------------------|-------------------------|---------------|-----------------------------|-----------------------------|
| Auditorium | 1 slot | - | - | - | - | - |
| Agora | 1 slot | | | | | |
| Workshop | 1 participante workshop | 1 participante workshop | 1 participante workshop | - | - | - |
| VIP Gala Dinner | 1 guest | 2 guests | 1 guest | - | - | - |
| Networking post-slot | Yes | Yes | Yes | - | - | - |
| Acces Zona Vip | Yes | Yes | Yes | - | - | - |
| Topic Area Forum/Speakers Corner | - | - | - | 1 slot | 1 slot | 20' |
| Streaming platform participation | Yes | Yes | Yes | - | Yes | Yes |

3. Participating counterparts

GMC

| Passes and invitations | Global Partner | Main Itinerary Partner | Connected Partner | Thematic Area | Business Forum Host Company | Speakers Corner Participant | Exhibitor |
|------------------------|----------------|------------------------|-------------------|-----------------|-----------------------------|-----------------------------|-----------------|
| Exhibitor Pass | 10 | 10 | 10 | 10 | 10 | 5 | According to m2 |
| Ejecutivo Pass | 10 | 8 | 3 | 3 | 3 | - | - |
| Invitations | 600 | 600 | 400 | According to m2 | 400 | 100 | According to m2 |

3. Participating counterparts

| Communication tools | Global Partner | Main Itinerary Partner | Connected Partner | Thematic Area | Business Forum Host Company | Speakers Corner Participant | Exhibitor |
|---|----------------|------------------------|-------------------|---------------|-----------------------------|-----------------------------|-----------|
| Logo on web, LC, newsletter, physical event | 1er Level | 2º Level | 3º Level | 3º Level | - | - | - |
| Live Connect | Yes | Yes | Yes | Yes | limited | limited | Yes |
| Digital Signature | Yes | Yes | Yes | Yes | - | - | Yes |
| Banner | Yes | Yes | Yes | Yes | - | - | Yes |
| RRSS Creativity | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Video Broadcast Speaker | Yes | Yes | Yes | Yes | - | - | Yes |
| Speaker Creativity | Yes | Yes | - | - | - | - | - |

4. General Services

1. INSURANCE

Civil liability (coverage up to € 60,000) and multi-fair (coverage up to € 30,000), corresponding to fire, lightning and/or explosion insurance for the exhibited goods and own and/or rented decorative material, whose premiums are € 71.41 and € 67.79 + VAT (1) respectively. Liability and multi-fair insurance will be invoiced for each assigned stand, regardless of whether it is an individual or grouped participation. Included in the turnkey stand modality.

2. ELECTRICAL ENERGY

Minimum electricity consumption for the general connection and minimum electricity supplies (0.13 kw/m²) during the event and the periods of entry and exit of goods, the premium for which is € 7.430/m² + VAT (1).

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

3. MARKETING AND COMMUNICATION PACKAGE + LIVE CONNECT

Mandatory for all packages* €520 +VAT (1)*
Included in the sponsorship packages (Global, Itinerary and Connected allied partners) and Startups.

- Access LIVE Connect - Digital networking and innovation platform.
- Information Points in celebration: located in different strategic points.
- Accessible to visitors, with the possibility of searching for exhibitors and printing out exhibitors and printing of individualised location maps.
- GLOBAL MOBILITY CALL newsletters.
- GLOBAL MOBILITY CALL social media.
- GLOBAL MOBILITY CALL press news repository.
- WIFI: 20MB / 5Ghz band /3 users / technical support.
- Renfe and Iberia discount vouchers.

In the event that the exhibitor contracts his stand after the closing date for each of the elements, it will be impossible to date of closure of each of the elements, and it is impossible to be included in them, the exhibitor will be equally The exhibitor shall also be obliged to pay € 520 + VAT (1).holder in the hall.



Private online and interactive area to manage your participation in GMC.

Once the space for your participation has been allocated, IFEMA MADRID will send you your User and Password to access your Expo Area from the GMC website, ifema.es/global-mobility-call, which will enable you to:

- On-line budgeting system. Both for your participation and for the services you may need.
- On-line contracting of space and services.
- Consult your on-line invoicing statement and invoices for payments made at any time.
- Consult the Exhibitor's Calendar.
- Consult how your modular stand will be set up (warehouse and enclosures).
- Manage and print your Exhibitor Passes and Invitations (see point 7).
- Fill in and update the details of your company and products for the official catalogue of the Fair.
- Quote and contract complementary services (stand furniture and complements; telecommunications and IT; cleaning, hanging points, water and drainage, assembly fee, hostesses, parking, etc.).
- Apply for RENFE, IBERIA and AVIS discount vouchers.
- Access to the customisation of modular stands: choice of carpet colour, stand signage, etc.

- IFEMA MADRID offers exhibitors participating in the fair, the IFEMA MADRID Convention and Congress Centre for the rental of rooms for receptions, conferences, press conferences, etc., or other professional activities within the fairgrounds. To request a quote please send an email to: convenciones@ifema.es
- **E-commerce:** Hiring of services and decoration elements for your stand such as coat racks, shelves, hostesses, catering, parking, furniture...
 - Up to 30 days before the start of assembly (**14 November 2024**): if you contract services through the [Expo Zone](#), a 5% discount will be applied. This discount will also be applicable to the services included for your location in the plan of your stand sent to the Technical Secretariat up to 30 days before the start of assembly. This does not include the minimum compulsory services, outdoor advertising, meeting rooms, graphic decoration of stands or specific trade fair services such as exhibitor passes, etc.

These tariffs are subject to change periodically in line with cost developments. changes in costs. Updated prices are available at the time of you contract them on the institutional website in the [Expo Zone](#) area.

- Services can be contracted at the base rate up to 7 days before the start of the official assembly (**7 November 2024**).
- An increase of 25% will be applied to the prices of services in our catalogue of last minute services from **7 November 2024**.

Hiring of services

*Exhibitor passes per contracted area will not be cumulative with those of allied partners.with those of allied partners

- Until 15 October 2024, if you contract services through the [Expo Zone](#), a 5% discount will be applied. These rates are subject to periodic modification depending on the evolution of costs. Updated prices are available at the time of contracting on the institutional website in the [Expo Zone](#) space. This discount will also be applicable to the services included for your location in the plan of your stand sent to the Technical Secretariat up to 30 days before the start of assembly. Services are NOT included: if you contract services through the compulsory minimums Zone, outdoor advertising, meeting rooms, graphic decoration of stands and Specific Services such as exhibitor passes, etc.).
- From 16 October to 6 November, contracting services without applying discounts or surcharges.
- From 7 November: if you contract services from our Last Minute Services Catalogue, a 25% price increase will be applied.
- Access to the [Expo Zone](#) will be maintained for the contracting of online services during the assembly and celebration. You will be able to contract the services you need from a computer and pay by card, without having to travel, with the exception of those that require a guttering service. For these, it will be necessary to check availability at the Exhibitor Service Office.

If you need assistance in accessing or navigating through our new [Expo Zone](#), please contact our customer service: atencionalcliente@ifema.es

6. Other participation Rules at GMC

GMC

1. SAFETY REGULATIONS FOR ACCESS TO PAVILIONS DURING ASSEMBLY AND DISMANTLING.

For safety purposes, and as a general and permanent preventive measure due to the simultaneous occurrence of activities, it is mandatory to wear a protective helmet, a high-visibility waistcoat, and safety footwear during the assembly and dismantling phases of trade fairs and events in all exhibition areas. This measure, which is already in effect, applies to anyone entering, passing through, engaging in activities, or simply being present in pavilions or outdoor exhibition areas during assembly and dismantling tasks.

All IFEMA MADRID operational staff with continuous presence in the halls, as well as those who access them on an ad hoc basis, must adhere to this requirement of wearing personal protective equipment if the hall is being assembled or dismantled. This regulation also applies to assemblers, exhibitors, organizers, transporters, etc., who, if they lack the necessary technical equipment, can purchase it from Exhibitor Services located in the Avenida between pavilions 6 and 8 of IFEMA MADRID.

2. SHIPMENT OF GOODS TO THE SITE

IFEMA MADRID staff are not authorized to receive any goods destined for your stand. In order to send goods to the venue, exhibitors must indicate the delivery address as follows:

IFEMA MADRID
Avda. del Partenón, 5. 28042 Madrid. Spain
GLOBAL MOBILITY CALL, the name of your company, your hall, and stand number.

The goods must arrive during the days set aside for the entry of goods and decoration, and there must be someone at the stand to receive them

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta, and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

3. NO OCCUPATION OF AISLES AND OTHER SPACES. PACKAGING

The aisles, as escape routes, must remain accessible at all times, including during assembly and dismantling periods. All material must remain within the limits of the assembly areas or stands, leaving aisles and other common areas completely clear. The cleaning services will remove any object deposited in these areas, without the right to claim damages.

During the GLOBAL MOBILITY CALL, no samples, packaging or objects in general may be placed in the aisles and other common areas, nor may they be placed in the empty spaces created in the back areas of any enclosures that may be set up. There is a collection, storage and delivery service for goods and packaging, provided by IFEMA MADRID's partner company for this service, in accordance with current rates.

4. SPECIFIC REGULATIONS FOR ELECTRICAL INSTALLATIONS.

The IFEMA MADRID General Rules of Participation specify: Article 36. and following - All installations shall be carried out in accordance with the requirements of the Low Voltage Electrotechnical Regulations (Royal Decree 842/2002, of 2 August), Complementary Technical Instructions and any other internal provisions established by the Directorate General for Industry, Energy and Mines of the Community of Madrid. It is compulsory to submit all electrical installations carried out at the fairground to the approval of IFEMA MADRID's Technical Management. For this purpose, the Electrical Inspection Sheet must be submitted to IFEMA MADRID's Electrical Inspection Service, duly completed and stamped by an authorised installation company, which can be obtained at the inspection company's offices at the fairground.

5. INSTALLATION OF RECYCLABLE CARPETING IN COMMON AREAS.

In line with IFEMA MADRID's commitment to the 2030 SDGs (United Nations Sustainable Development Goals), as indicated in the Guide for sustainable participation in fairs and events and in order to optimise the process of installation and removal of recyclable trade fair carpeting for subsequent reuse and consequent elimination of protective plastic at source, the times of entry and exit of goods must be adapted to these processes.

6. WASTE REMOVAL

The General Participation Rules of IFEMA MADRID specify: Article 35.- "Removal of waste and assembly and exhibition materials. In compliance with current legislation on urban waste, all Exhibitors, as well as the companies contracted and/or subcontracted to carry out the assembly and/or dismantling of stands, are obliged to assemble, dismantle, and remove the assembly, decoration, and exhibition materials used, within the established periods of time.

Once the deadlines established for the removal of merchandise and decoration materials, as specifically established for the dismantling of stands, have elapsed, all materials that still remain in the exhibition areas of the pavilion will be considered waste materials and will be removed by IFEMA MADRID. The Exhibitor forfeits all rights to claim for losses or damages in the same, with the expenses related to their removal being borne by the Exhibitor, which will be invoiced by IFEMA MADRID in accordance with the rates established in the Price List (€100/m²), for the total square meters allocated.

In the event that the stand is not dismantled within the established deadline, the Exhibitor will pay IFEMA MADRID the cost of carrying out this service according to the budget provided by IFEMA MADRID based on the work to be done.

IFEMA MADRID will use all human and technical means at its disposal to detect possible material abandonments and will apply the aforementioned article, both in assembly and dismantling.

IFEMA MADRID provides the option to hire the necessary containers

7. Important Dates

1. ASSEMBLY OF FREE DESIGN STANDS

From **14 to 16 November** from 8:30 to 21:30h. Except on **Saturday 16 November**, when the timetable will be from 8:30 to 19:30h.

2. DELIVERY OF MODULAR STANDS

2. 18 November from 8:30 a.m. onwards.

3. ENTRY OF MERCHANDISE AND DECORATION MATERIAL

3. Days 17th and 18th of November from 08:30 to 21:30. On November 18th, starting from 19:00, access to the pavilions for vans, forklifts, etc. will not be allowed. Entry will only be permitted through pedestrian doors, with the cargo gates closed to proceed with the installation of recyclable carpet

4. EXIT OF MERCHANDISE AND DECORATION MATERIAL

4. On November 21st, from 19:00 to 23:30. From 19:00 to 20:00, forklifts, cranes, etc. will not be allowed. Exit will only be permitted through pedestrian doors, with the cargo gates closed to proceed with the removal of recyclable carpet.

5. DISMANTLING OF OPEN DESIGN STANDS

On **November 22nd and 23rd** from 8:30 to 21:30. On November 23rd from 08:30 to 19:30. Thank you for your collaboration with our environmental commitment!



8. Exhibitor passes and invitations for your clients

ORGANIZATION

You will be able to access and download your exhibitor passes, VIP passes, and invitations through ZONA EXPO.

4.1.

EXHIBITOR PASSES

These exhibitor passes will grant you access to the exhibition area. You have an allocation of passes based on the type of participation and contracted space:

Allied Partners

- GLOBAL PARTNER.....10
- MAIN ITINERARY PARTNER 10
- CONNECTED PARTNER10

GMC Expo*

- Stands of 101m2 and above.....10
- Stands from 54 to 100 m28
- Stands from 22,5 to 53,5 m2.....5
- Stands from 6 to 22 m24

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta, and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment

4.2.

If additional passes are required beyond those assigned according to your participation, they will cost €5 each. You can request them via email at globalmobilitycall@ifema.es

*Exhibitor passes per contracted area will not be cumulative with those of allied partners.

4.3.

EXECUTIVE PASSES

These passes will grant you access to the exhibition area, VIP lounge, and Congress. The allocation of these passes is exclusive to the following types of participation:

- GLOBAL PARTNER.....10
- MAIN ITINERARY PARTNER 8
- CONNECTED PARTNER3

4.4.

INVITACIONES PROFESIONALES PARA SUS CLIENTES

Invitaciones Zona de Exposición: Estas invitaciones darán acceso a sus clientes a la Zona de Exposición y al Congreso las tres jornadas de duración del congreso. Tiene disponible una asignación de pases según el tipo de participación y la superficie contratada

- Stands from 6 to 22 m2.....150
- Stands from 22,5 to 53,5 m2 y Connected Partner 400
- Stands from 54 to 100 m2 y Main Itinerary Partner.....600



9. How to promote your participation

PRESS AND COMMUNICATION

IFEMA MADRID offers you all its communication and promotion channels to enhance the visibility of your company and get the most out of your presence at GLOBAL MOBILITY CALL:

- **Social Media:** Increase the visibility of your brand, and communicate and promote your products, services, and updates through our social media platforms. Follow us on Twitter, LinkedIn, Facebook, and Instagram, mention us, and share your presence at the event using the hashtag **#GlobalMC**.
- **News Distribution on the Website:** Publish your press releases directly on the website, announcing your presence at Global Mobility Call. Communicate and promote your products, services, and updates through **globalmobilitycall@ifema.es**
- Global Mobility Call News, a newsletter sent periodically to a wide database of professionals in the national and international sector, as well as specialized press. Send us your content to **globalmobilitycall@ifema.es**.

LiveConnect Global Mobility Call Community: Publish and interact within the digital platform community of Global Mobility Call to reach target audiences. Take advantage of these free dissemination tools to easily and directly share news!

ADVERTISING AT THE VENUE

IFEMA MADRID offers you the possibility to contract services that increase your impact and presence at the fair, both online and offline, according to your budget. You can contact **publicidad@ifema.es** to receive the available formats dossier, rates, and contracting procedure.

LIVE Connect. Advertising Options

LIVE Connect is the permanent platform for meetings, relationships, conversations, knowledge, and professional contacts. The representativeness of the GLOBAL MOBILITY CALL community makes this platform a global leader in specialized content and audiences to energize the sector.

¿What advantages does LIVE Connect offer to its participants and to the GLOBAL MOBILITY CALL event?

1. Platform that generates diffusion, impact, notoriety, and sector branding.
2. Source of sector-specific resources and on-demand knowledge.
3. Global reach and market penetration beyond stand visitors during the event.
4. New model of relationship and permanent contact between clients and providers worldwide.
5. Matchmaking, networking, and appointment management functionalities between supply and demand to prepare and optimize participation in the in-person event.
6. Grouping and aggregation of content and contacts under a single digital ecosystem.
7. Destabilization and permanent temporal breadth of commercial connections.
8. Optimization of return on investment.
9. Strengthens the event's capacity for call and expectations.

SAFETY AND HEALTH PROTOCOL

The current regulations at the time of the fair will be applied.

GMC



Participation as an in-person exhibitor implies automatic enrollment in a **Connect Participation** in GMC LIVE Connect during the preparation and holding of the fair (Marketing and Communication Pack + LIVE Connect).

Exhibitors with stands and their co-exhibitors can also contract subscriptions.

1. Registration in GMC LIVE Connect

Registration in LIVE Connect as an exhibiting company or co-exhibitor includes basic functionalities. It includes **the registration of the company profile** in the official online interactive list of exhibiting companies: official list of exhibitors accessible on the LIVE Connect platform and on ifema.es/global-mobility-call, which allows exhibitors and visitors to prepare for the fair in advance. Each exhibitor's profile includes contact information, video or image, logo, general company information, activity, products, and links.

Participants in LIVE Connect can perform advanced and alphanumeric searches, mark companies as favorites, chat, or request a meeting with them at the fair

(1) Companies established in Spanish territory (excluding the Canary Islands, Ceuta, and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

2. GMC LIVE Connect Rates

DIGITAL CONNECT PACK..... € 520 + VAT (1)

- Registration as a participating company with visualization mode.
- Company profile with general information about the company, products, and services.
- Unlimited registration of individuals in the community.
- Unlimited registration of individuals in the community for networking.
- Unlimited registration of products.
- Inclusion of 1 promotional video in your participant profile (only partners).

3. ACCESSING THE PLATFORM.

You will receive a Welcome email at the email address you provided as the main contact when registering for GLOBAL MOBILITY CALL. The sender of the email is noreply@ifema.es, please check your inbox and spam folder. Remember to use an updated browser (not Microsoft Explorer).

You should click on the "**Access LIVE Connect**" button, which will open a screen that you need to fill out.

- **Case 1:** If you have an IFEMA account with the email you provided as the main contact, enter it + log in.
- **Case 2:** If you do not have an account, you should click on "Create account" with the email you provided as the main contact.

IMPORTANT: In both cases, it must be the email to which the welcome email was sent.

You can now see the main buttons of the platform. Note that some functionalities (list of exhibitors, sessions, etc.) may still be inactive.

You will find that you have 2 profiles:

- Personal, with contact details, position, interests, etc.
- The company profile, which can be accessed from the "Exhibitor Area" found in the top right corner.

From now on, you can access with your email and password from ifema.es/global-mobility-call and from the welcome email.

11. Complementary Services

Once the space has been allocated, you can access the IFEMA MADRID Service Catalog (**ECOMMERCE**), which includes services that can complement your participation in the fair: hostesses, furniture, internet, parking, etc.

- A 5% discount will be applied to the prices of complementary services for fair participation, contracted through the Zona Expo of the GMC website up to 1 month before the start of assembly (**October 14, 2024**).
- These rates are subject to periodic modification based on cost evolution. You will have the updated prices at the time of booking on **ECOMMERCE**.
- Please note that bookings **made 15 days before the start of assembly** will incur a **surcharge of 25%**.
- This booking channel, Zona Expo, will be closed one day before the start of assembly (**November 16, 2024**).

(Minimum mandatory services, outdoor advertising, meeting rooms, fair payment terminal, and specific services of the fairs such as exhibitor passes, etc., are not included).

Would you like to build your stand with us?

For exhibitors who have only contracted space or free design.

Comprehensive stand design service: IFEMA MADRID offers, in addition to modular stands, a comprehensive service, with our maximum guarantee and fully adapted to your needs. We take care of planning your space, design, assembly, and disassembly. Request a project tailored to your needs, free of charge and with no obligation, by sending an email to infodesign@ifema.es.

Recommendations for the design and construction of free design stands. Please consult the updated recommendations and regulations at ifema.es/support.

[MORE INFORMATION](#)

Graphic Decoration for Modular Stands

For exhibitors who want to personalize their stand

The service includes project management for the decoration of your stand from initial definition to installation.

You can personalize your modular stand with our Graphic Stand Decoration service at decoraciongrafica@ifema.es.

We offer a wide variety of materials to install in your stand: foam, forex, vinyl, canvas, and other alternatives that fit different formats. We install on walls or on furniture such as counters, display cases, or others.

You can hire services and furniture from the IFEMA MADRID Service Catalog, or find more information in the [Expo Zone](#).

Publicidad Exterior y Digital

Advertising Projects Tailored to Your Needs

- Promote your brand before, during, and after the event.
- Attract new customers through the best B2B segmentations in the market.

[MORE INFORMATION HERE](#)

Other Services of Interest

On the fair's website ifema.es/global-mobility-call, you will find a list of other services, regulations, and documents that may be of interest to you:

- Communication for catering services in stands.
- Occupational risk prevention and coordination of business activities.
- Request for authorization for private surveillance in stands.
- Request for authorization for WiFi installation.
- Request for authorization for antenna cabling.
- Request for authorization for hanging structures/rigging

12. Other revelation information

- 1.** Access for assemblers or exhibitors, as well as the execution of assembly or stand preparation work, will not be allowed **outside of the days and hours specified in the exhibitor calendar.**
- 2.** Occupation of the space will not be authorized, nor will the modular stand be delivered to **the exhibitor who has not fully paid for the contracted space and the expenses of the requested services.**
- 3.** The exhibitor is obliged to attend and remain with the products exhibited in their stand throughout the entire period of the fair's operation. Failure to comply with this regulation could result in the loss of the right to preferential renewal of the allocated space.
- 4.** Exhibitors may access their stands starting at 9:00 AM and may leave them from the closing of the fair until 6:30 PM.
- 5.** Direct selling of any exhibited items at the fair is strictly prohibited.
- 6.** IFEMA MADRID provides participating exhibitors at the fair with the IFEMA MADRID Convention and Congress Center for **renting rooms to hold receptions, conferences, press conferences, etc., or other professional activities within the fairground.** To request a quote, please send an email to: convenciones@ifema.es.

- 7.** Noisy demonstrations that may disturb other exhibitors are prohibited, and sound levels must not exceed 60 decibels.
- 8.** The exhibitor authorizes the total or partial reproduction of the exhibited products that IFEMA MADRID may eventually need and/or reproduce in its promotional material. It is not allowed to create storage and accumulation areas for materials (behind stands, materials, etc.).
- 9.** The exhibitor agrees to abide by environmental protection regulations. Consequently, they must also adhere to environmental protection guidelines
- 10.** The water used for cooking, processing food, or cleaning items that come into direct contact with food must be obtained from hygienic taps. It is prohibited to take water from the toilets..
- 11.** Hand-delivering advertising materials inside or outside the pavilion is strictly prohibited, except with express authorization from the fair management.
- 12.** As a general preventive measure due to the concurrence of activities, it is mandatory to wear a protective helmet, high-visibility vest, and safety footwear during the assembly and dismantling phases of the fair in all exhibition areas. Access will not be permitted without the mentioned equipment.

GMC

GLOBAL MBLTYCALL
Sustainable Mobility World Congress & Expo

13. Sustainability Culture Management at IFEMA MADRID

At IFEMA MADRID, we are fully committed to sustainability and the attainment of the United Nations Sustainable Development Goals (SDGs), incorporating them into our strategic business management and culture.

IFEMA MADRID's sustainability policy is mainly focused on the following SDGs: 8, 9, 11, 12, 13, 16 and 17.

ISO Regulations Certified by IFEMA MADRID :

- ISO 9001: Quality Management.
- ISO 20121: Event Sustainability Management.
- ISO 14001: Environmental Management.
- ISO 50001: Energy Management.
- ISO 22320: Emergencies Management.

Actions at IFEMA MADRID to reduce emissions of gases and become more efficient:

- Electricity from 100% certified renewable sources.
- Implementation of geothermal energy in the South Gate building.
- Low-consumption lighting in halls and our modular stands.
- Controlling the temperature our air-conditioning / HVAC systems.

IFEMA MADRID is in possession of "calculo"(I calculate) and "reduzco"(I reduce) stamps in Carbon Footprint Scopes 1 and 2.

WASTE MANAGEMENT:

- The exhibitor/installer is the producer of the waste they generate; therefore they will be responsible for its removal and management. The management of waste generated by the exhibitor is outlined in Article 35 of the General Participation Rules
- We offer a service to exhibitors that includes the removal and management of waste generated by the exhibitor/installer..

CARPET RECYCLING :

IFEMA MADRID recycles 100% of the carpeting used in aisles and communal areas. To do so it has been essential to change our assembly and disassembly process, that affects the entry and removal of goods (check the corresponding item) . Furthermore, means that it has to be laid in strips instead of covering the entire surface area as was previously the case. This means we can guarantee its conversion into a new raw material for the subsequent manufacture of other products.

SUSTAINABLE MOBILITY:

IFEMA MADRID offers access to public transport close to its facilities (metro and bus), parking for electric cars with 100% renewable electricity charge points, as well as a parking area for bicycles and scooters

GUIDE TO SUSTAINABLE PARTICIPATION IN TRADE FAIRS/EVENTS:

IFEMA MADRID has published its Guide to Sustainable Participation in Trade Fairs for exhibitors on its website. We recommend you read it before starting to prepare your participation: ifema.es/en/about-us/quality-sustainability



GMC

14. Advertise and communicate your presence at the fair.

11.1.

Prepare complementary promotional activities for your participation as an exhibitor, such as presentations to clients, the industry, media, etc.

11.2.

Communicate your presence at the fair to the **media**.

11.3.

Promotional materials: Use the promotional materials available at the fair, such as banners, advertising in the exhibitor catalog, outdoor advertising at the fairground...

11.4.

Communicate the novelties you will present to the media, other exhibitors, and professional visitors by publishing your news for free.

11.5.

IFEMA MADRID Service Catalog: Prepare the necessary materials for your participation in the fair, including a project for a free design stand or customization of your modular stand, preparation of materials and brochures to be exhibited, necessary personnel, services, catering, decoration, etc.

11.6.

Personalized invitations: Send personalized invitations with your booth number that will be made available to you in digital format.

11.7.

Visas: If your company's personnel or co-exhibitors require a visa to attend the fair, you can apply for it by requesting it from the [Expo Zone](#) to the GMC secretary, confirming your participation.

11.8.

LIVE Connect: Send information about your products and services to all registered professional visitors at the meeting point. Additionally, arrange meetings with visitors and other exhibitors registered on this platform.

11.9.

Conferences, presentations, press conferences: If you wish to hold any event or product presentation during GMC and will need a room at IFEMA MADRID, it is necessary to request it well in advance to proceed with the reservation.

GMC



15. Exhibitor Calendar

| When | Affair | What to do...? | Where |
|-------------------------|---------------------------------|---|--|
| From April ,2024 | Participation Application | Submission of the Online Participation Request Form along with the payment confirmation for the booth rental fee. | globalmobilitycall@ifema.es |
| May, 2024 | Promotion and Communication | Sending the press kit of exhibitors' news to the Communications Department. | prensa@ifema.es |
| June 30 ,2024 | Payments | Deadline for payment of up to 50% of the booth space. | servifema@ifema.es |
| July 30 ,2024 | Payments | Deadline for the 10% Early Bird discount. | servifema@ifema.es |
| October 14, 2024 | Free design projects | Last day to upload the project for free design stands to expo zone | atencionalcliente@ifema.es |
| | | Fecha límite para revisar el plano parcial de su stand y hacer modificaciones en zona expo | |
| October 15, 2024 | Service Contracting | Deadline for contracting complementary services with a 5% discount. These rates are subject to periodic modification based on cost evolution. You have access to updated prices at the time of contracting on the institutional website in the Zona Expo section. | servifema@ifema.es atencionalcliente@ifema.es |
| October 19, 2024 | Payments | Deadline for completing 100% of the space rental payment. | servifema@ifema.es |
| October 31, 2024 | Customisation of modular stands | Last day to choose the colour of the carpet via the expo area | atencionalcliente@ifema.es |
| November 7, 2024 | | Last day to complete your stand signage in the expo area. | |

15. Exhibitor Calendar

| When | Affaid | What to do...? | Where |
|--|--------------------------------|--|--|
| From November 7th to November 13th 2024 | Payments | If you contract services from our Last Minute Services Catalog, a 25% surcharge will be applied to the prices. | servifema@ifema.es |
| 14th and 16th of November 2024 | Assembly of stands | Assembly of custom-designed stands from 8:30 am to 9:30 pm. Except on Saturday, November 16th, when the schedule will be from 8:30 am to 7:30 pm | ZONA EXPO |
| 18st of November, 2024 | Modular stands | From 8:30 am onwards, delivery of modular stands | servifema@ifema.es |
| 17th and 18th of November 2024 | Goods delivery and stand setup | November 17th and 18th from 8:30 AM to 9:30 PM. On November 18th, starting from 7:00 PM, access to the pavilions for vans, forklifts, etc., will not be allowed. Entry will only be permitted through pedestrian doors, closing the merchandise gates to proceed with the installation of recyclable carpet. | atencionalcliente@ifema.es |
| 19th and 21th of November 2024 | Celebration | Celebration of GLOBAL MOBILITY CALL Schedule: From 9:30 AM to 7:00 PM Expo access starting at 9:00 AM and until 7:30 PM | atencionalcliente@ifema.es |
| 21st of November, 2024 | Goods departure schedule | Date: November 21st, from 7:00 PM to 11:30 PM. Access for vans and forklifts will not be permitted from 7:00 PM to 8:00 PM. Departure can only be made through pedestrian doors during this time, while the goods gates remain closed for the removal of recyclable carpet. | atencionalcliente@ifema.es |
| 22th and 23th of November 2024 | Dismantling of stands | Dismantling of custom design stands: November 22nd from 8:30 AM to 9:30 PM November 23rd from 8:30 AM to 7:30 PM | atencionalcliente@ifema.es |

16. Map



17. IFEMA MADRID Services

| | | Phone | Email |
|---|--|--|--|
| Promote your brand | | | |
| Advertising in the venue and digitally | Amplify the presence of your brand and products at the fair. Our Advertising team will advise you on the best physical and digital media to achieve the greatest impact. | (+34) 91 722 53 40 (+34) 91 722 53 08 | publicidad@ifema.es |
| Graphic decoration for stands | Customize your modular stand with your brand's image. Our team of Advisors will assist you in defining what best suits your stand and will oversee the production and installation. You'll have everything ready for when you arrive. | (+34) 91 722 57 22 | decoraciongrafica@ifema.es |
| Design and construction of stands | Do you need a spectacular stand design tailored to your budget? Our partner companies have extensive experience in the trade fair sector, and IFEMA MADRID guarantees the quality of their designs and installations. Contact us for a consultation with no obligation. | (+34) 91 722 57 22 | infodesing@ifema.es |
| Organize and decorate your space. | | | |
| Furniture. | Make your space a place for work and interaction with your clients. Tables, desks, sofas, counters, all tailored to your style and budget. | (+34) 91 722 30 00 | atencionalcliente@ifema.es |
| Refrigeration and kitchen equipment. | Food preservation and hospitality solutions for all the activities you want to organize in your stand. | (+34) 91 722 30 00 | equiposdefrioycocina@ifema.es |
| Telecommunications and information technology services | Sanitary safety and sustainability are top priorities for IFEMA MADRID. To this end, we provide exhibitors and assemblers with various types of cleaning services and a comprehensive waste management system that comply with all environmental standards and safety and hygiene regulations. | (+34) 91 722 30 00 | telecomunicaciones@ifema.es |
| Auxiliary staff | We offer everything from auxiliary staff to assist you during setup to hostesses during the event, who will help you attend to your clients in different languages and with the utmost professionalism | (+34) 91 722 30 00 | atencionalcliente@ifema.es |

| | | Phone | Email |
|---|--|--------------------|--|
| Organize and decorate your space | | | |
| Cleaning and waste containers | Health safety and sustainability are top priorities for IFEMA MADRID. Therefore, we offer exhibitors and assemblers various cleaning services and a comprehensive waste management system that comply with all environmental standards and safety and hygiene regulations. | (+34) 91 722 30 00 | atencionalcliente@ifema.es |
| Audiovisuales | We have the best equipment for multimedia presentations, sound reinforcement, and translation in stands and rooms.. | (+34) 91 722 30 00 | atencionalcliente@ifema.es |
| Support and Logistics Services | | | |
| Transportation and Storage | Sending, receiving, and storing the merchandise you need for your participation is very easy at IFEMA MADRID. We offer a comprehensive or partial service, both nationally and internationally, always tailored to your needs. | (+34) 91 722 30 00 | atencionalcliente@ifema.es |
| Driverless forklifts and lifting platforms | If you need to unload merchandise or use special machinery to display your product, we have a wide range of forklifts and lifting platforms to complete any task. | (+34) 91 722 30 00 | carretillasdealquiler@ifema.es |
| Last Minute Hiring ¡NEW! | | | |
| Last-minute services catalog | Now, during both setup and the event itself, you can also hire any services you need online. No need to go anywhere; just use your access credentials. | (+34) 91 722 30 00 | atencionalcliente@ifema.es |

18. Contact us

GMC

| Department | Contact | | |
|--|---|-----------------------|--|
| Exhibition Management | Director | Félix Pérez - Fajardo | (+34) 91 722 30 00 gmc@ifema.es |
| | Comercial Manager | Marta Hernández | |
| | Communication | Borja Frutos | |
| Expo Zone | Call Center | | (+34) 91 722 30 00 atencionalcliente@ifema.es |
| Exhibition Services Department (Technical Department) | | | (+34) 91 722 30 00 stecnica@ifema.es |
| Servifema | | | (+34) 91 722 30 00 servifema@ifema.es |
| Convention and Congresses | Rental of the different meeting and convention spaces within the fairground, both during the fairs and outside them. Coordination of extra-fair activities. | | (+34) 91 722 50 72 convenciones@ifema.es |
| Communication and Marketing office | Director | Raúl Díez | (+34) 91 722 50 14 relacionesinstitucionales@ifema.es |
| | Head of Press and Media Relations | Marta Cacho | |
| | Press | Pablo Santos | |

| Department | Contact | |
|---|---|--|
| Security and Self-Protection Services | <ul style="list-style-type: none"> • General security. • Accesses to the Exhibition Centre. • Parking. | (+34) 91 722 50 65 dseguridad@ifema.es |
| Medical Service and Security Emergencies | <ul style="list-style-type: none"> • Security and medical emergencies. • Medical attention for exhibitors and visitors during the exhibition, stand assembly and stand dismantling | (+34) 91 722 54 00 |
| Outdoor Advertising | <ul style="list-style-type: none"> • Booking outdoor advertising at the venue. | (+34) 91 722 53 40/08 publicidad@ifema.es |
| Telecommunications | <ul style="list-style-type: none"> • Information prior to ordering telephone and fax lines, ISDN lines, broadband connections by cable, wireless or other connections. • Technical advice and customized data networks configurations.. | (+34) 91 722 50 14 relacionesinstitucionales@ifema.es |

Thank you

