

Ladies and Gentlemen,

Due to the upcoming HORECA and ENOEXPO Fairs in Krakow, we kindly ask you to carefully read the technical information provided regarding the Fair.

At the same time, we would like to remind you about the obligation to submit the stand design for approval by the Technical Organization Department by October 5, 2026. The design should present in a clear form the stand development in two views, specify its height and include the necessary description. The submitted project should cover the allocated area, be consistent with the construction law and other regulations and standards in force in Poland, as well as with the regulations for using the EXPO Krakow facility.

We would like to remind you that the maximum height of stands is:

- WISŁA hall - 6.5 m,
- DUNAJ hall – 6.5 m, excluding stands located in its front part, where the height is 4.2 m (marked on the EXPO plan - HALL HEIGHTS in red).

**Timetable:**

November 02, 2026 (Monday)	Construction of stands
November 03, 2026 (Tuesday)	Assembly day for Exhibitors
November 04-06, 2026 (Wednesday - Friday)	Fair days
November 06, 2026 (Friday)	Disassembly day from 3:30 p.m.

**Fair Location:**

EXPO Kraków, ul. Galicyjska 9

**Stand assembly:**

November 2, 2026 (Monday) from 8:00 a.m. to 8:00 p.m. - undeveloped area.

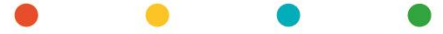
November 3, 2026 (Tuesday) from 8:00 a.m. to 8:00 p.m. - built-up area (standard stands and undeveloped areas).

Please note that assembly works related to the construction of stands should be completed no later than November 02, 2026 (Monday) at 8:00 p.m., so please plan the arrival and preparatory work of your team according to the given times. November 03, 2026 (Tuesday) is an assembly day for Exhibitors, intended mainly for stand arrangement and installation of exhibits.

If it is necessary to extend the assembly day, we would like to inform you that the cost of the first and second hour is PLN 850.00 + VAT, and the third and each subsequent hour is PLN 1200,00 + VAT (prices also apply to earlier stand assembly). The necessary condition for extending the assembly day is to contact the Technical Organization Department.

**Entrance to the hall**

Assembly teams may move around the Fair premises only upon presenting fair IDs, which will be issued by Hall Manager Dariusz Partyka on arrival (tel. +48 501 691 231).



Note: The condition for entering the hall and starting assembly work is the acceptance by the Technical Organization Department of previously sent designs and technical documentation of the stand and the payment of all dues.

**Organizational and orderly notes**

In connection with the regulations applicable in the exhibition hall:

- EXPO Kraków technical regulations for the stand construction contractor
- Fire safety instructions
- Regulations on the use of EXPO Kraków facilities

Please read them and strictly comply with them.

**IMPORTANT!**

Waste marked with the code "17 09 04" (mixed waste from construction, renovation and dismantling), including stand construction elements and large-sized waste, should be removed by the construction contractor on his own and at his own expense outside the Fair Grounds. Otherwise, they will be removed at the expense and responsibility of the Exhibitor/Building Contractor.

The construction contractor may commission Targo w Krakowie Sp. z o. o. transport and disposal of the waste mentioned above. For this purpose, an appropriate declaration must be submitted to the Hall Manager during installation. For the execution of this order, TwK will charge a fee of PLN 1,450 + VAT per cubic meter of waste (TECHNICAL, FIRE PROTECTION AND OHS REGULATIONS FOR CONSTRUCTION CONTRACTORS APPLICABLE AT EXPO KRAKÓW GROUNDS - § 7. Order regulations).

We would also like to remind you about the obligation to place the stand number in a visible place. The stand construction contractor may leave the EXPO Kraków hall only after removing all boxes, packaging, etc. both on the day of installation and after dismantling the stands. We pay particular attention to the need to use appropriate mounting tapes for carpets, enabling their trouble-free removal from the hall floor. Otherwise, you will be charged with the costs of their removal in the amount of PLN 40 + VAT for each linear meter of tape left.

At the same time, we would like to inform you that smoking of both tobacco products and e-cigarettes is strictly prohibited in the EXPO Kraków exhibition halls!

**Dismantling of stands:**

06/11/2026 (Friday) from 15:30 to 22:00

Delivery vehicles and trucks from companies constructing the stand will be allowed into the fair grounds only from 4 p.m. on November 06, 2026 (Friday).

Kind regards  
Technical Organization Department