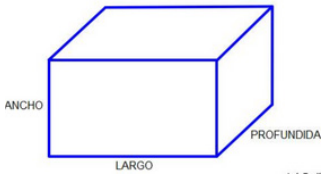
PRIORITY ACCESS

How do I know if my merchandise is considered priority access?

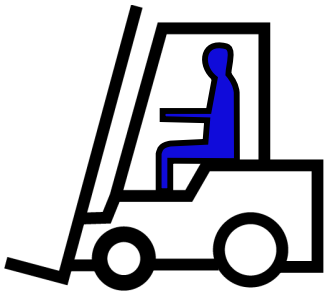
If you meet at least one of the following:



1. The **size** of the merchandise (per unit package) is equal to or greater than 2.5 M (width) x 1M (depth) x 2M (height).

2. The **weight** of at least one of the packages is more than 3500Kg.

3. To **download it at the stand**, there are three possible situations:



- A forklift of more than 3.5t that unloads directly from the truck to the stand.
- That the truck has to access the interior of the pavilion so that it can be unloaded with a crane directly to the stand.
- Or to the floor of the pavilion and subsequently position the merchandise with a forklift on the stand.

Unloading and loading of exhibition material

From the moment it is clear what machinery is going to be exhibited and the logistical means involved, it is necessary to send the corresponding document to log.operaciones@easyfairs.com.

- A few weeks before the show, operaciones will return you the completed document **with the day and approximate time of access to the pavilion, as well as the nearest access gate from your stand**.
- Once you have obtained the time confirmation, make sure that the information, as well as the signed authorisation document, reaches your carrier correctly as this document will be required before access to the hall. **Without this authorisation, access will be granted on a space available basis**.
- With the time already confirmed by operaciones, make the necessary arrangements with the logistics company that provides the unloading service with forklift or crane, or both **with the stand number + contact person + telephone number of the person in charge at the stand**.

***All persons entering the hall must be informed of the regulations on occupational safety and coordination of business activities.**

Easyfairs is not responsible for delays in access to the venue due to other events.
Remember that the transporters' access must be through the WEST ACCESS for GOODS and that the free unloading time for trucks is limited.

AUTORIZACIÓN ACCESO PRIORITARIO
PRIORITY ACCESS AUTHORIZATION

RELLENAR POR EL EXPOSITOR
TO BE FILLED IN BY THE EXHIBITOR

PABELLÓN/ HALL.....
STAND .....

NÚMERO DE BULTOS / NUMBER OF PACKAGES	PESOS / WEIGHTS	MEDIDAD / DIMENSIONS
1..... 2..... 3..... 4..... 5..... 6.....		

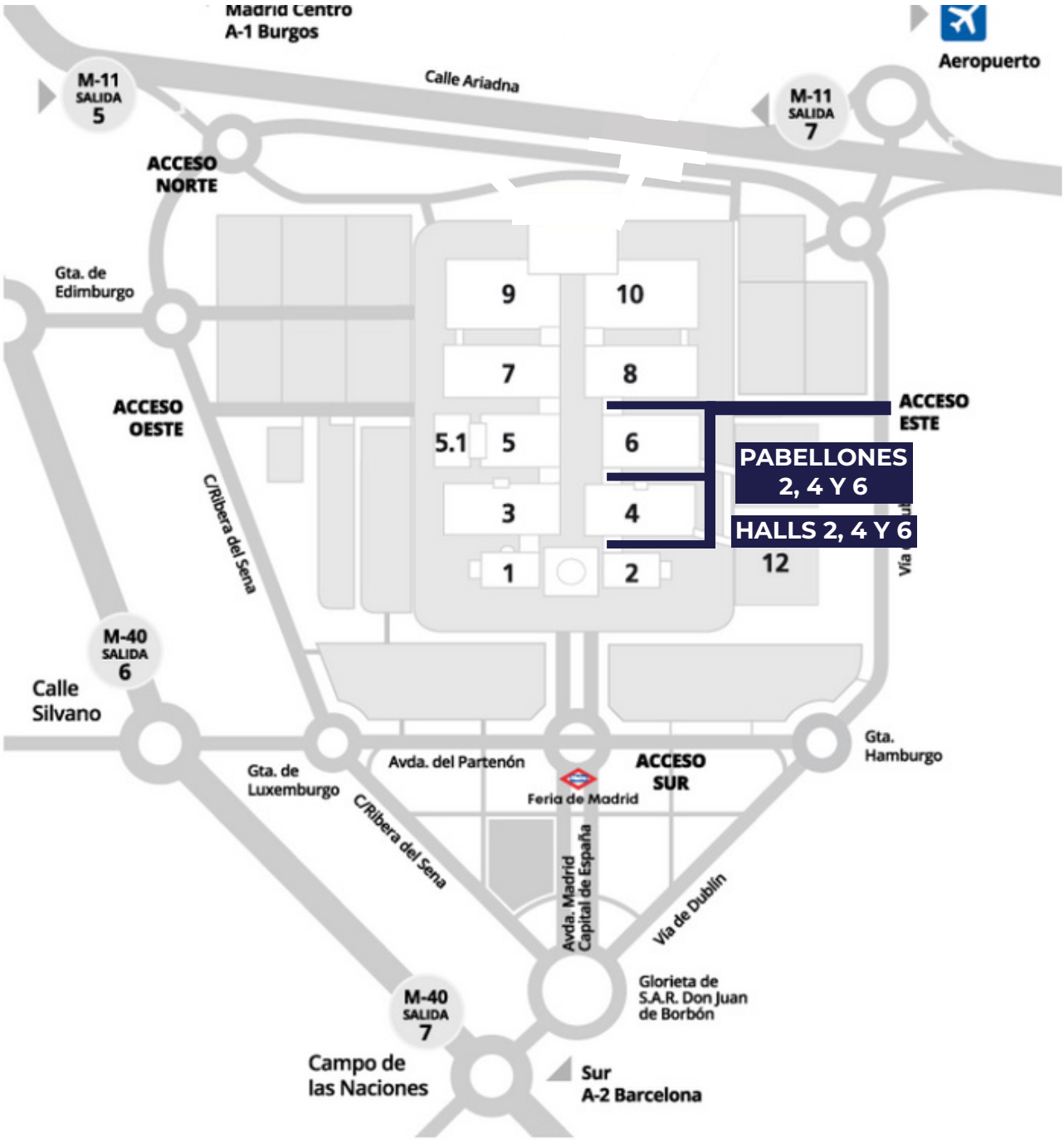
Nº Y TIPO DE VEHICULOS USADOS / NUMER AND TYPE OF VEHICLES USED	POSICIONAMIENTO EN STAND/PLACEMENT AT THE STAND
	PLUMA A STAND/CRANE TO STAND ☐ CAMIÓN A PLUMA/ LORRY TO CRANE ☐ CAMIÓN A TORO/LORRY TO FORKLIFT ☐

A RELLENAR POR EL ORGANIZADOR
TO BE FILLED IN BY THE ORGANISER

AUTORIZACIÓN ORGANIZADOR/ AUTHORISATION ORGANISER		
	DESCARGA/UNLOADING	CARGA/LOADING
PORTÓN/ HALL DOOR		
(*)HORA AUTORIZADA/ TIME		

(*) La hora es orientativa. Podrá ser modificado si las necesidades lo requieren El poder descargar no implica que las maquinas puedan conectarse, o trabajar en la decoración del stand


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Acceso Este
East Access


Madrid Centro
A-1 Burgos
Aeropuerto
M-11
SALIDA
5
Calle Ariadna
M-11
SALIDA
7
ACCESO
NORTE
Gta. de
Edimburgo
9
10
7
8
ACCESO
OESTE
5.1
5
6
ACCESO
ESTE
PABELLONES
2, 4 Y 6
3
4
HALLS 2, 4 Y 6
12
1
2
C/Ribera del Sena
M-40
SALIDA
6
Calle
Silvano
Gta. de
Luxemburgo
Avda. del Partenón
ACCESO
SUR
Feria de Madrid
Gta.
Hamburgo
C/Ribera del Sena
Avda. Madrid
Capital de España
Vía de Dublín
Glorieta de
S.A.R. Don Juan
de Borbón
M-40
SALIDA
7
Campo de
las Naciones
Sur
A-2 Barcelona