

STAND CONSTRUCTION REGULATIONS

VIV ASIA 2027

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PART 1: Updated Rules & Regulations for 2027

Cashier's Cheque Requirement for Outside Contractors

For contractors who are not listed on the [Approved Contractor List](#), the applicable Outside Contractor Fee must be paid. In addition, **a refundable security deposit of THB 1,000 per sqm of stand space is required. The deposit must be provided by cashier's cheque, payable to VNU Exhibitions Asia Pacific Co., Ltd., must be submitted 3 weeks prior to the move-in date. Please note that the organizer will not accept any onsite payments.**

We'll arrange the appointment for the return of your cashier check with our contractor within one month after the show. This is dependent on no damages occurring and compliance with all regulations. Please reach out to ops@vnuasiapacific.com if you have any questions.

Documents for First-Time Contractors

Outside contractors participating in VIV ASIA 2027 for the first time must also submit the following documents to ops@vnuasiapacific.com for approval:

- VAT Registration Certificate (P.P.20)
- Company Registration Certificate
- Commercial Registration Certificate
- Company profile and past portfolio

Upon receiving these documents, we will proceed with the booth approval process.

Penalty Fees for Construction Violations

For any violations of the construction regulations listed below, the party responsible will be subject to a penalty fee according to the organizer's specified rates (excluding 7% VAT):

- **Early Construction:** Starting construction before the official time stated in the exhibitor manual, or without prior approval from the organizer, will result in immediate suspension of work and a fine of THB 10,000 per hour. Work may only resume during the approved schedule.
- **Late Dismantling:** Dismantling beyond the specified schedule will incur a fine ranging from THB 20,000 to THB 50,000, depending on the booth size.
- **Non-compliance & Overbuilding:** Failure to comply with the approved booth designs or overbuilding beyond the assigned space will require immediate revision to meet regulations, plus a fine of THB 30,000 per booth.
- **Uncovered Shared Back Walls:** If back walls shared with neighboring booths are not properly finished using solid white materials (such as wood in plain white), a fine ranging from THB 34,000 to THB 40,000 per booth will be applied, depending on the size of the uncovered wall.
- **Carpet Adhesive Stains:** The use of incorrect carpet adhesive that results in glue stains on the hall floor will be fined at THB 1,000 per linear meter.
- **Paint Stains:** Paint stains left on the hall floor will incur a fine of THB 2,000 per sq.m.
- **Construction Waste:** Failure to remove and properly dispose of construction waste will result in a fine of THB 10,000 per 8 cubic meters (approximately 2 x 2 x 2 meters).
- **Space Encroachment:** Encroaching on neighboring spaces or placing items outside the allocated booth area will incur a fine of THB 10,000 per booth.

- **Sanding Without Dust Bags:** Sanding without a dust collection bag after receiving three official warnings will result in a fine of THB 10,000 per violation.
- **Hot Works:** Hot works, such as welding or metal cutting that produce sparks, are strictly prohibited inside the venue. Violations will result in the immediate suspension of work and a fine of THB 20,000 per booth.
- **Alcohol & Smoking:** Consumption of alcohol or smoking of any kind (including e-cigarettes) inside the exhibition hall is strictly prohibited and will result in a fine of THB 10,000 per occurrence/booth.

Graphic Restrictions on Booth Back Walls

No graphics, logos, text or images are permitted on the side of a wall or structure facing an adjacent neighbouring stand. If graphics are required on the side facing the neighbouring stand the wall or structure displaying graphics must be set back at least 2 m from the adjacent neighbouring stand.

Painting Regulations

According to the Health & Safety Policy, **only water-based paint is allowed to be used onsite**. Paint-spraying equipment must not cause a nuisance to others, and protective measures should be taken to ensure no paint is spilled or sprayed onto neighboring areas. **If the organizer receives any complaints regarding activities that violate this safety policy, the organizer reserves the right to suspend construction work immediately.**

Additional Wall Length Restrictions

4-side-opened (island), 3-side-opened, or 2-side-opened booth requires additional wall(s). In order to avoid blocking visibility of your neighbor booths, you are allowed to have the maximum length of your total additional wall at 50% of your longest side. Moreover, the wall of each side must not be longer than 50% of that side.

Example: If your booth is 4-side-opened, 6 x 10m., you can have total length of your additional wall at 5m. (50% of 10m.) and on the 6m. side of your booth can have the wall not longer than 3m. (50% of 6m.)

Booth Numbers

The booth number must be clearly displayed and visible on the booth

Own stand construction in Island layout can build up to 5 meters height.

Own stand constructions with a 4-side-open (island) layout may be built up to a maximum height of 5 m. The Wall restriction remains applicable.

PART 2: The design process.

The stand construction regulations are listed in alphabetical order.

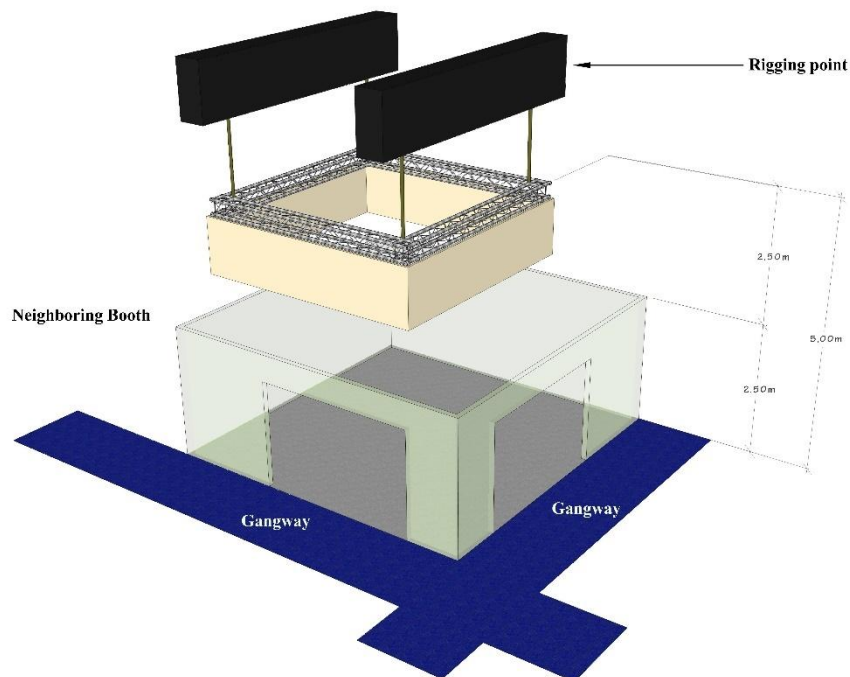
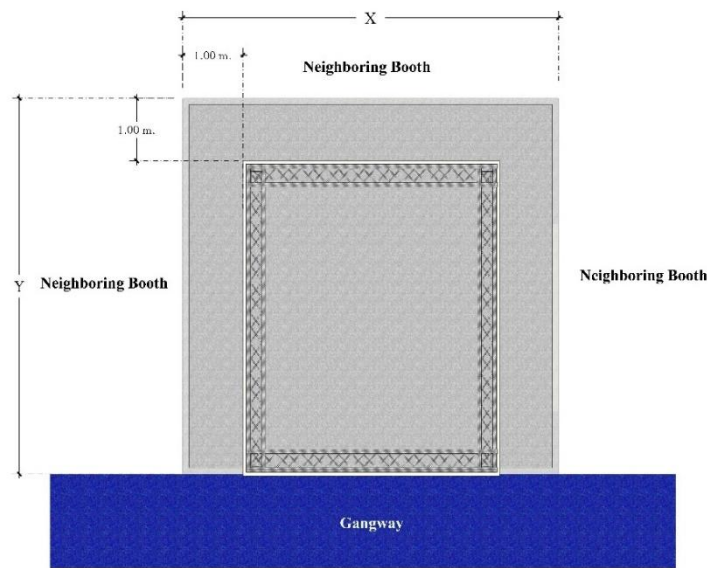
Air space

Hanging STRUCTURE / TRUSS, suspended below, and not exceeding 5.0 m.

- The structure must be hung at least 1m away from the wall of the neighbouring stand. It may not extend beyond the contracted stand area on the side that is facing the aisle,
- IMPACT has only limited hanging points. The exhibitor's assigned contractor must check the availability of points above/near your booth with the Expocon team. Please refer to the rigging order form in the Exhibitor Portal,
- The structure/truss must be hung from rigging points only and must not obstruct other exhibitors,
- Hanging from the catwalk is not allowed (exceptions can be made by the organizer),
- The structure/truss must be manufactured and 'off the shelf' systems, specifically designed for suspension. This can also include light boxes and LED screens specifically designed to be flown from rigging. All hanging structures must be provided structural engineer's report to prove hanging structures' weight-load, connectors, and structures are safe; before hanging structures to be lift-off, official rigging contractor Expocon and ISS-Vision will conduct a safety check on hanging structures and equipment,
- Hanging in the gangway is not allowed,
- Please include designs of the structure/ truss in your stand plan submission for approval,
- On-site order is not available.

Hanging STRUCTURE / TRUSS, suspended above, and exceeding 5.0 m up to 7.0 m.

- This is subject to an air space usage / advertising fee per 1.0 m length for 50Euro, for example 10.0 m truss length will be charge 50 x 10 = 500Euro. The fee is for advertising space only.
- IMPACT has only limited hanging points. The exhibitor's assigned contractor must check the availability of points above/near your booth with the Expotech team. Please refer to the rigging order form in the Exhibitor Portal,
- The structure must be hung at least 1m away from the wall of the neighbouring stand. It may not extend beyond the contracted stand area on the side that is facing the aisle,
- The structure/ truss must be hung only from rigging points within your stand area and must not obstruct other exhibitors. Due to limited hanging points at IMPACT exceptions can be made by the organizer,
- The structure/truss must be manufactured and 'off the shelf' systems, specifically designed for suspension. This can also include light boxes and LED screens specifically designed to be flown from rigging. All hanging structures must be provided structural engineer's report to prove hanging structures' weight-load, connectors, and structures are safe; before hanging structures to be lift-off, official rigging contractor Expocon and ISS-Vision will conduct a safety check on hanging structures and equipment,
- Hanging in the gangway is not allowed,
- Please include designs of the structure/ truss in your stand plan submission for approval.
- On-site order is not available.



Hanging BANNER, suspended below, and not exceeding 5.0 m.

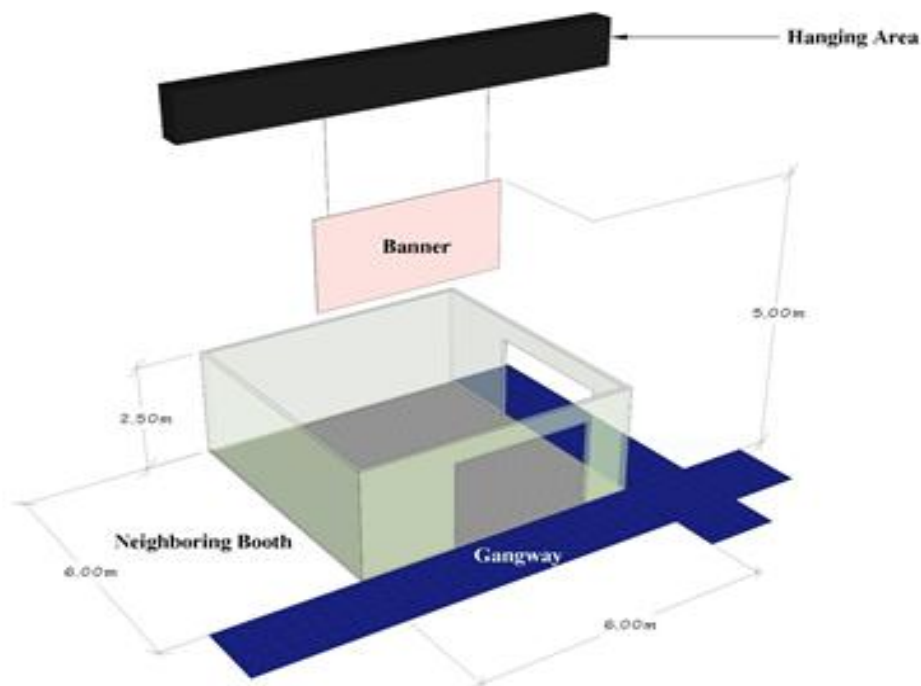
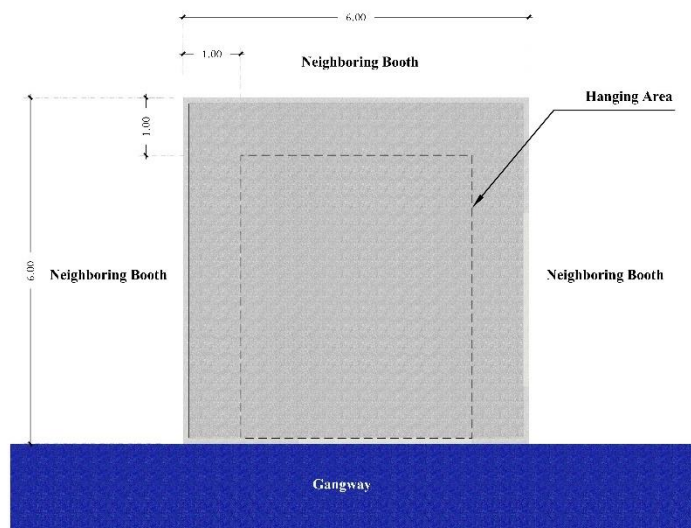
- The banner must be hung at least 1m away from the wall of the neighbouring stand. It may not extend beyond the contracted stand area on the side that is facing the aisle,

- IMPACT has only limited hanging points. The exhibitor's assigned contractor must check the availability of points above/near your booth with the Expocon team. Please refer to the rigging order form in the Exhibitor Portal,
- The banner must be hung only from rigging points within your stand area, due to limited hanging points at IMPACT exceptions can be made by the organizer,
- The banner must be manufactured and 'off the shelf' system, specifically designed for suspension, using lightweight framework with fabrics,
- Please include designs of the structure/ truss in your stand plan submission for approval,
- On-site order is not available.

Hanging BANNER, suspended above, and exceeding 5.0 m up to 7.0 m.

- This is subject to an air space usage / advertising fee per 250Euro/piece, the fee is for advertising space only.
- The banner must be hung at least 1m away from the wall of the neighbouring stand. It may not extend beyond the contracted stand area on the side that is facing the aisle.
- IMPACT has only limited hanging points. The exhibitor's assigned contractor must check the availability of points above/near your booth with the Expocon team. Please refer to the rigging order form in the Exhibitor Portal,
- The banner must be hung only from rigging points within your stand area, due to limited hanging points at IMPACT exceptions can be made by the organizer,
- The banner must be manufactured and 'off the shelf' system, specifically designed for suspension, using lightweight framework with fabrics,
- Please include designs of the structure/ truss in your stand plan submission for approval,
- On-site order is not available.

Important for both hanging structures and banners: it must be approved by the organizers, rigging points are limited, it is not allowed to hang heavy equipment or any other stand construction items, the organizers reserves the right to disallow, adjust or remove any decorative item deemed unsuitable or unsafe and inflatable objects using gas are prohibited.



Aisles

No part of any stand or exhibit, including any fascia, sign, corner post, etc. shall overhang or be over the aisle or obscure any fire or exit signs. It is strictly forbidden to build or hang any items across gangways.

Glass panels

Any furnishing or wall elements made with full length glass or mirrors must be properly marked and protected from impact. Glass walls used must comply with current standards with regard to their characteristics and installation system. If glass walls are installed along the routes used by the public, they must be shatterproof or tempered glass. Glass walls must comply, in terms of glass type and installation, with current UNI standards.

Minimum stand height

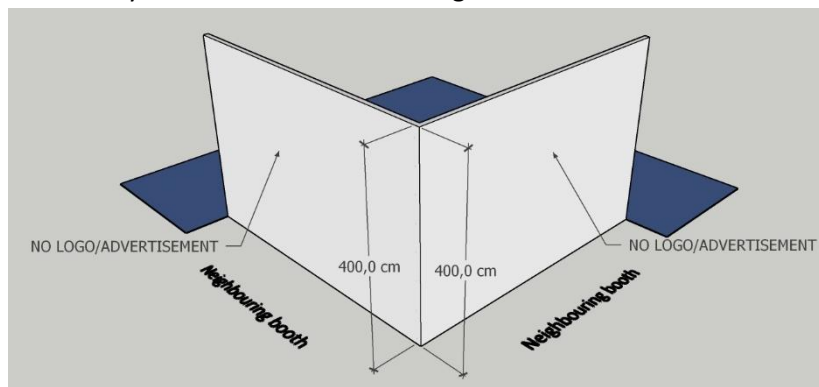
Exhibitors building their own stand are required to erect dividing walls at the back of the stand and the sides touching a neighbouring stand. You are not allowed to use the back wall erected by your rear neighbour. Dividing walls between your stand and the neighbouring stand should be at least 2.5 m high and the floor area should be covered.

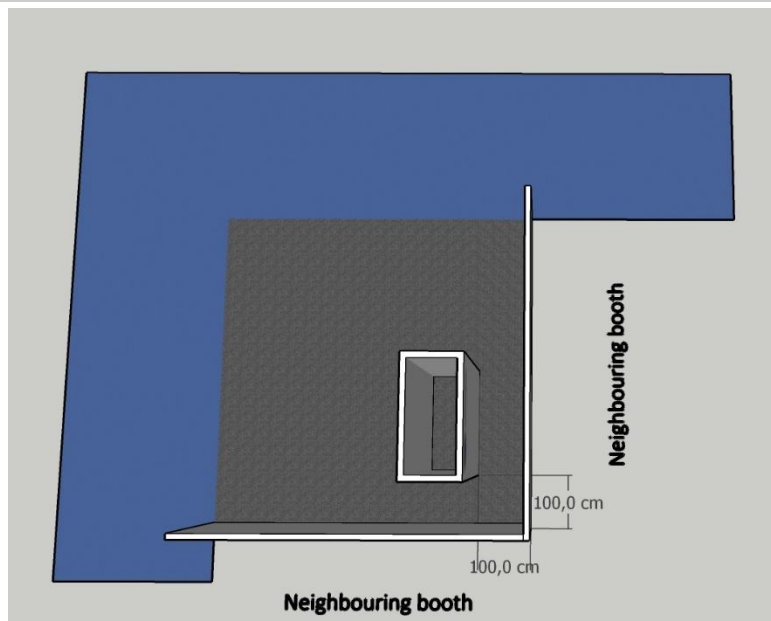
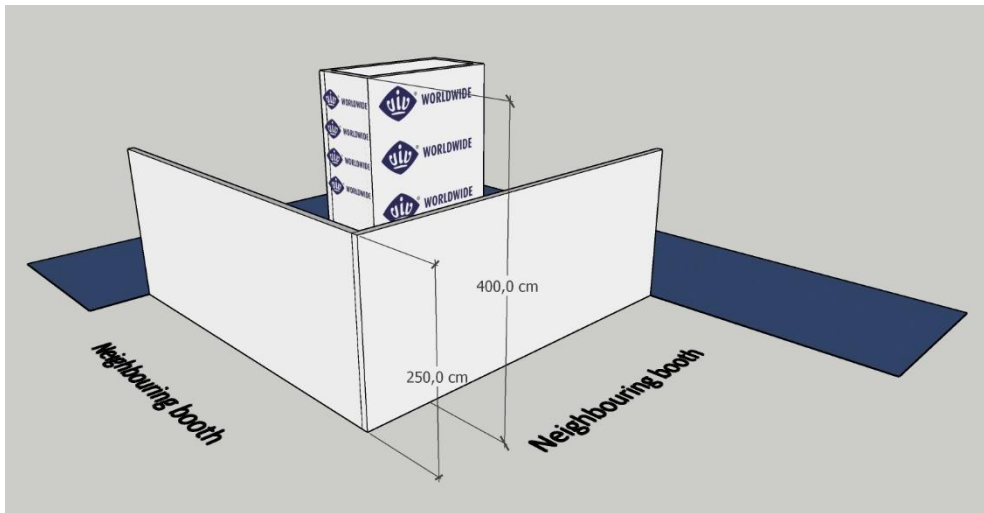
Attention! If you are putting down a raised floor and put a 2.5 m on top, your stand will be higher than 2.5m. If you are putting down a raised floor, detract the height from the total wall height. This ensures the wall not becoming higher than expected.

Maximum stand height

- The maximum height allowed for any form of stand fitting is **4m**.
 - Exception for multi-storey stand: see next paragraph.
- The backside of walls that are higher than 2.5m and directly connected to the neighbours, must be finished in white colour by your stand builder. It is not permitted for these to carry text, logo, or pictures.

Walls built higher than 2m that are at least 1m away from neighbouring stands are not obliged to finish in white and may contain commercial outings.

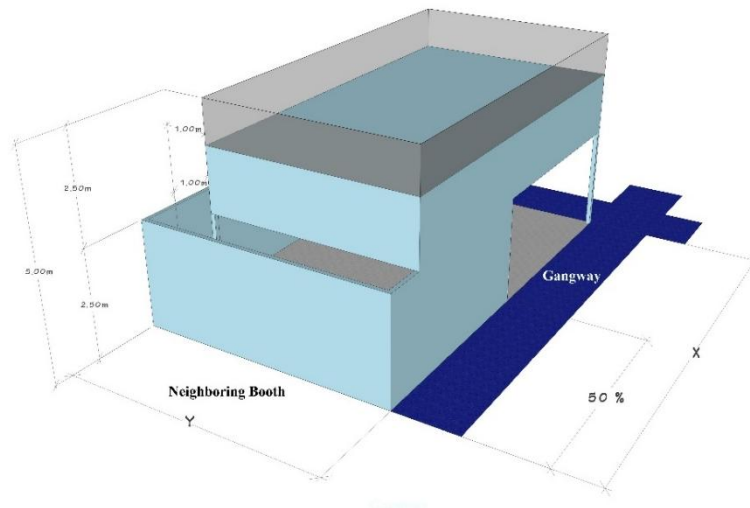




Multi-storey stands

Multi-storey stands are allowed only after official approval of the organiser and EVEX and are subject to a space rental fee of € 250 per square meter. Build-up of the top floor must be at least 1m away from the neighbouring booths. Maximum height for multi-storey stands is 5m.

Additional approval from the exhibition centre and their fire department might be required. For more information, also regarding additional requirements for multi-storey stands, contact EVEX via email Boothdesign@vnuasiapacific.com.



Obstacle plan

Please check the floorplan for marks indicating obstacles in your stand. You will have to keep this in mind when designing your stand. A detailed floorplan can be accessed through the Exhibitor Portal. All obstacles are indicated on this floorplan.

You are allowed to build around the obstacles, as long as any fire hoses remain visible and accessible. Fire hoses are located in the floor and must be accessible at all times. This can be done by cutting out the carpet around the door/opening and placing a fire hydrant sign. For more information contact EVEX via email Boothdesign@vnuasiapacific.com.

Stand number

The stand number must be prominently displayed. If this requirement is not observed, the organiser reserves the right to affix stand numbers.

Technical facilities

Technical facilities (electricity, water and compressed air) are located in the trays or holes in the floor. Make sure you know where they are located on your stand. This way, you prevent unnecessary wiring. Another solution is putting down a raised floor, which gives you the opportunity to hide wires underneath. Make sure you adjust your stand lay-out, to prevent loose-hanging cables and wires. For more information about the technical facilities inside your booth area, please contact Exposition Technology via vivasia@expotech.co.th.

Technology

You can find the specifications of the hall in the exhibition manual. The floor plan will also supply you with additional information about options and restrictions regarding your stand.

Walls

Stand construction should not obstruct accessibility from the aisles: every side of the stand facing the aisle should have at least 50% visibility clearing from floor level up to the maximum height of 4m - i.e. if a stand is 12m wide a maximum of 6m of full walling will be permitted.

PART 3: The approval process.

Approval of the stand design

It is mandatory for all exhibitors with their own stand construction to submit the stand design to our partner EVEX via the [Exhibitor Portal](#) for assessment. They assess whether the design meets the VIV Asia stand construction regulations and whether the design is suitable for placement in the hall concerned. Exhibitors are responsible and liable for their own appointed contractor's observance of all rules and regulations.

Documents required to be submitted

In order to be able to assess your stand design, we ask you to submit the following documents:

- Visual(s) of the stand design, including a technical drawing with all dimensions
 - *Perspective view*; showing the stand view from all sides, plus materials specifications and also the equipment inside. 3D visuals, technical drawings confirming all dimensions and materials
 - *Scaled floorplan*; utilities points showing the power and water supply and the location of larger equipment.
 - *Dimensions plan*; showing the length, width and height of each part of the stand construction.
- Risk assessment
Please explain briefly how you will ensure that the safety of your own staff, other exhibitors, visitors and VIV staff is always guaranteed, both during construction and dismantling and during the exhibition days. This includes, for example, approved sockets, fall protection, working safely at height, the use of certified ladders and forklifts and arranging relevant insurances. It is important to have a clear understanding of the risks involved.
- Method statement
We would like to receive a work instruction statement, also known as a safe working method statement or SWMS or a safe working procedure. This is part of a workplace safety plan. Among other things this must include who is ultimately responsible, what the set-up and dismantling schedule is, whether and how hazardous substances are used, which external parties will perform work on the stand and what general safety measures you take.
- For double deckers stands:
 - Provide adequate number of fire extinguishers on mezzanine / first floor.
 - Provide structural engineer report with calculations and confirmation on safety builds.
 - Any complex structure (double decker or rigging structure) that is modified after its initial submission must resubmit drawings including details of all modifications and a structural engineer report to confirm that the final overall design is safe for its purpose.

Further requirements for the stand construction:

- Maximum travel distance from any part of the stand to the nearest exit should not be more than 10 meters.
- Totally enclosed ceilings are strictly prohibited. Exhibition stand ceilings must not obstruct the sprinklers and shall have an open space of over 50% of the total stand area to ensure fire prevention safety. Any ceiling fabric must be water-permeable and fire retardant.

- The structure of all exhibition stands must be reasonably designed so as to ensure safety and security.
- The designed structural strengths of all exhibition stands shall meet the strength required by the load. During the construction period, efforts shall be made to ensure the overall strength, stiffness, stability and local stability of the exhibition stand structure.
- All exhibitors should select the contractor with proven qualifications to construct their booth and are obliged to require the contractor to implement the construction in light of the relevant regulations and construction specifications and carry out corresponding safety measures.

Submission procedure

Stand plan submissions (along with all health and safety completed forms) are to be submitted latest 22 January 2025 via the [Exhibitor Portal](#) or email design-vivasia2025@iss-vision.com

IMPORTANT:

- The deadline for stand plan submission via the Exhibitor Portal is **08 January 2027**.
- **Without written approval from EVEX contractors will not be allowed to access the hall.**
- Late submissions may be subject to a longer period of approval and/or a surcharge.
- Any booth design that is modified after its initial submission must be resubmitted with details of all modifications for an official re-approval. Not building according to the approved stand drawing can result in a fine of € 100 per square meter.

PART 4: Summary of IMPACT rules and regulations.

The regulations are listed in alphabetical order.

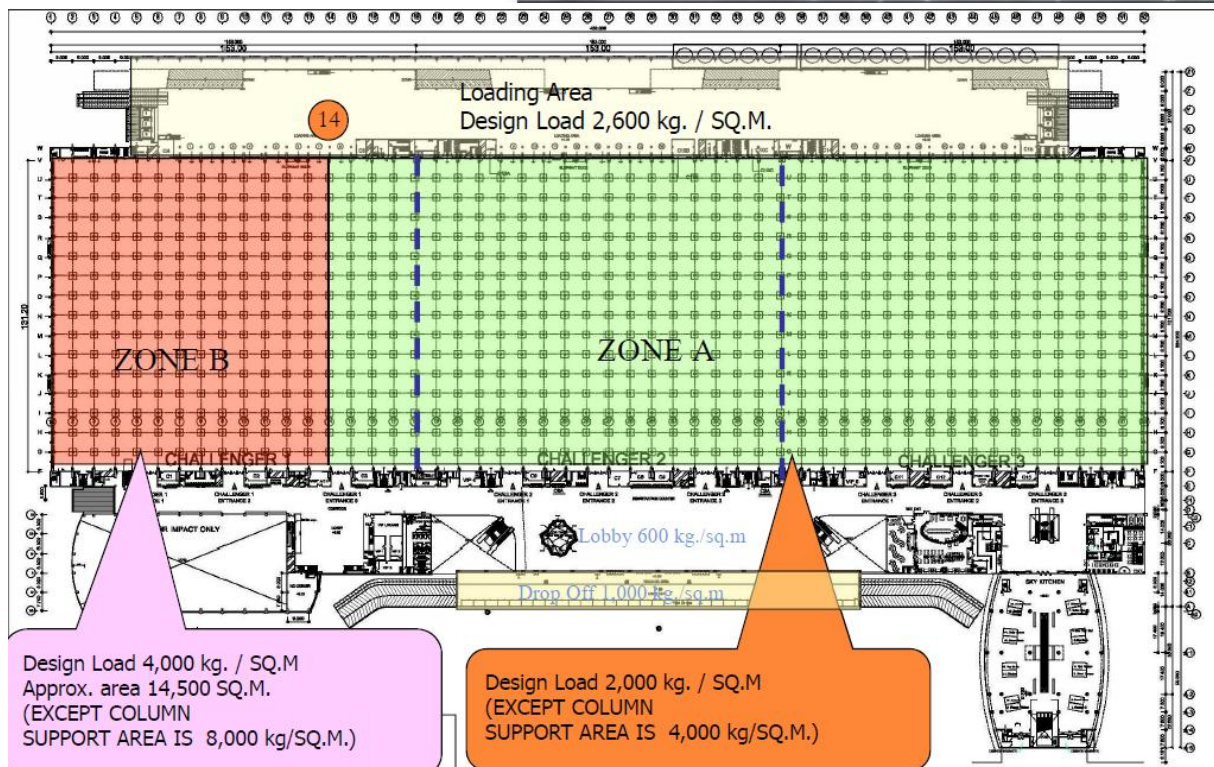
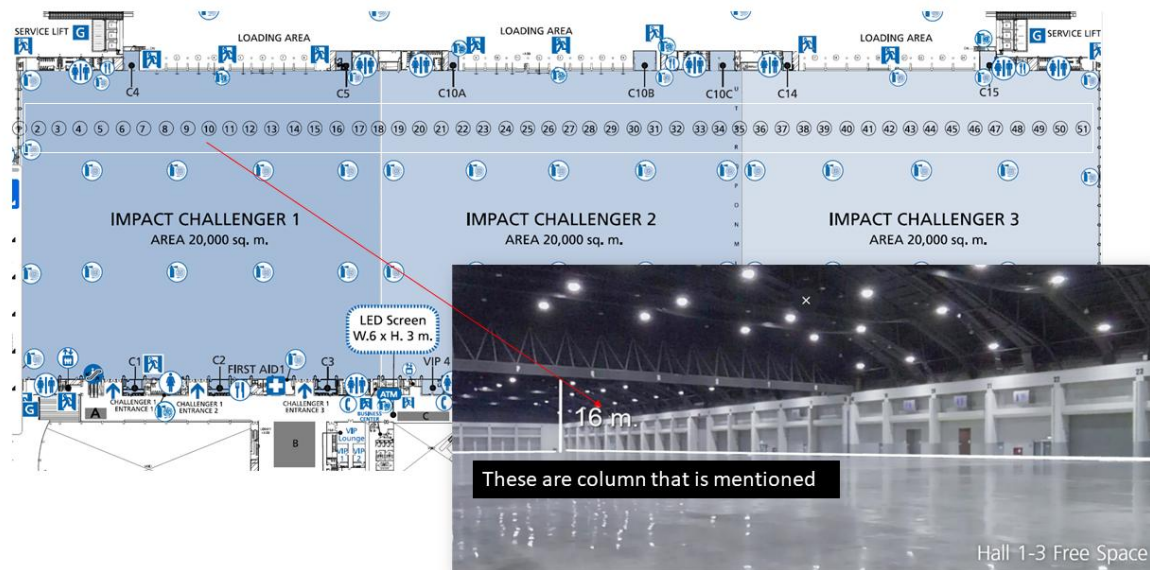
Amplified sound

Exhibitors have the right to use an amplifier or loudspeaker as permitted by law which is not over 85 decibel (A) and/or 95 decibel (C). In case where the use of the amplifier goes beyond the limit permitted by law, the organiser shall ask for a collaboration of the exhibitor to immediately turn the volume down. If the exhibitor refuses to abide by such request, the organiser shall cut off the electricity until the exhibitor agrees to cooperate. The exhibitor shall however be responsible for any damage that it may have caused.

Floor Load Capacity in the 'Building'

The floor loading at the Challenger halls 1/3 is to 2.000 kg./sqm. In the event that the material or the equipment weighs more than 2.000 kg. a structural engineer shall manage the weight distribution so that the area can carry the weight of no more than 2.000 kg/sqm. then he/she shall have his/her design and calculation certified by signing a copy of his/her professional license and have it submitted to the Organiser for acknowledgement.

In some cases the floor loading capacity in Challenger 1 may be higher than 2.000 kg./sqm. For more information contact EVEX via email Boothdesign@vnuasiapacific.com



The halls 5 - 7 (across the street from the original Challenger halls) can carry the weight up to 2,000 kg./sqm. In the event that the material or the equipment weighs more than 2,000 kg., a structural engineer shall manage the weight distribution so that the area can carry the weight of no more than 2,000 kg./sqm., then he/she shall have his/her design and calculation certified by signing a copy of his/her professional license and have it submitted to the Organiser for acknowledgement.

Food and beverage regulations

Foods and beverages from outside caterer or supplier shall never be brought into the 'Building' unless permitted in writing by the Venue.

In case it is found by the Venue that any ready-to-eat food is distributed at the 'Event' without giving prior notice to the Venue, and there is not any mutual agreement between the parties as to the fee incurred to the exhibitor from import of foods into the 'Premise', the exhibitor shall be subject to a fine of 50.000 baht (Fifty Thousand Baht)/booth/day.

Cooking is prohibited inside the "Building", except for the use of electrical appliances to warm up the foods aimed at tasting purpose.

Forklifts

The use of forklifts in and around the building is only permitted for the following parties assigned by the organiser: APT Showfreight (Thailand) Co., Ltd.; GKL Showfreight; Sun Expo Service Co., Ltd..

Rules and regulations inside the 'Building'

Any scraps from construction or demolishing process shall not be left behind, the exhibitor who fails to do so shall be subject to a fine of at least 10.000 baht (Ten Thousand Baht).

It is strictly prohibited unless permitted in writing by the Organiser to apply any kind of glue, two-sided tape, or any other materials alike on any door, wall, and any structure of the 'Building'.

It is strictly prohibited to peg down any nails or sharp objects, materials or tools on any floor, wall, and any structure of the 'Building'.

It is strictly prohibited to do the wirings across fire exit, placing any object blocking fire extinguisher cabinets, fire escape, or emergency exits around the 'Building'.

It is strictly prohibited to do the wirings across entrances/exits and fire exits to prevent stumbling on such wires. In the event that it is inevitable to do so, wires shall be placed in wiring racks with decent cover in a tidy manner.

Emergency exits and fire exits shall not be used as an ordinary entrance/exit or used for any other purposes. Each failure to do so shall be subject to a fine of 2,000 baht (Two Thousand Baht).

It is strictly prohibited to pull, stretch, fasten, and entangle any kind of sling to prop up or support any structure of the 'Building' in the Premise.

It is strictly prohibited to use both inside and outside if the 'Building' any spray or paint which contains a thinner or any inflammable substance.

Inflammable materials remained from the construction such as thinner and gasoline shall never be left in the 'Building' during days of the 'Event'.

Liquid propane gas or any other inflammable gas shall never be brought into the 'Premise'.

Welding and cutting any materials which may cause fire spark are strictly prohibited inside the 'Building'.

Rule and regulations on the use of Catwalk

Only Exposition Technology (ExpoTech) has permission to climb up and use the catwalk. Any other party is strictly prohibited from doing so.

Safety

The exhibitor/stand constructor in fixing or hanging any equipment or material to the roof of the 'Building' shall ensure the existence of covering materials for the roof structure and hanging spots to prevent hanging materials from scratching with the roof structure as it may be damaged therefrom. All hanging and fixing materials shall be immediately removed therefrom subsequent to the end of the event. Failure to do so shall be subject to a charge of at 5.000 baht (Five Thousand Baht) per a spot found uncovered.

The exhibitor/stand constructor for working in high places shall abide by the following rules and regulations:

- Scaffolds shall be required for any work on a place higher from the ground more than 2.00m.
- Safety belts and helmets shall be required for any work on a place higher from the ground more than 2.00m. and the belt shall be hooked onto the strong building's structure or the scaffold to prevent the workers from falling down.
- The aforementioned workers shall wear safety belts, helmets, and safety shoes while on duty.
- The exhibitor/stand constructor shall, for the construction of a stage or any decorative activities, cover the floor of the 'Building' to protect it from any scratch. Details of which are as follows:
 - Plastic sheets or carpets shall be required in case of structure painting. In case where the paint is found on the floor of the building, the exhibitor shall be subject to a fine of 5.000 baht (Five Thousand Baht) per one square meter.
 - Carpets or 10-15 mm. thick wooden sheets on the plastic sheets or carpets to prevent building from the damage.
 - To prop up the structure and decorative parts
 - To support the scaffold with iron standing bars with wooden sheets or carpets
 - To be used in the relocation of equipment which may cause damage to the 'Building'.

To prevent any surface of the 'Building' from damage, the exhibitor/stand constructor shall make available the support on the floor in case where such vehicles as a caterpillar tractor or a road roller is used to move tools, equipment, or materials used in the event. The said wooden sheets shall be of at least 15mm. thick and at least 10mm. in case of iron sheets. The sheets shall be laid on the floor from the unloading spot to the event.

A circular saw is prohibited in the 'Building' while a small electric saw is allowed to be used with wood, glass, and tiles. Sawing and polishing activities must be equipped with built-in vacuum cleaner to remove dust or particles generated. The organiser is able to stop the sawing or polishing work and shall subsequently provide a working area for the work of the exhibitor/stand constructor outside of the 'Building'. In such case, the exhibitor/stand constructor shall be subject to additional charge for the used electricity and cleaning service.

Any activity causing fire spark e.g. welding, cutting, or polishing metal inside the 'Building' is strictly forbidden.