

# Useful information

## Dear exhibitor,

We've prepared the useful information that will help to get the answers on the most frequently asked questions. If you need help, please get in touch with your personal assistant from the show's team.

## Your personal assistant

We provide a personal assistant to make your work at the show more comfortable that will be able to help you during all the show days, give you the detailed information about the show, and help you to apply for exhibiting in the next season.

## Delivery of equipment during the show days

You can bring additional equipment during the show days only since 9 till 10 a.m. (first day since 8 a.m.) and since 6 till 7 p.m.

## First aid

First aid point is located in hall 8, pavilion 2. Please contact 112 if any emergency issue occurs. An ambulance team is on duty in the parking, opposite pavilion 2

## ATMs and currency exchange

ATMs are located in each exhibition pavilion.

## Cafe

You can find a food court on the 2<sup>nd</sup> floor of the show pavilion and a series of cafes located in Vegas Moll.

## Grocery store

The nearest grocery store is located in the TVOY DOM Moll.

## Organisers' Office

Organisers' Office is located in hall 7, stand C1115. It operates during the whole show's duration. Please, contact us regarding any question about exhibiting:  
+ 7 969 192 76 09  
(Valid since April 16 till April 18, 2024)

**Meeting rooms:** available by reservation, limited number, capacity up to 8 people, maximum 2 hours per company. Details and booking from your manager

## Business programme main events

April 16-18 Practical sessions at the Electronics Arena, Digital Arena and Robo Arena, Events of business program partners: leading Associations and Consortia of the industry (Pavilion 2, floor 3, Halls 9, 10 and 11, Electronics Arena, Digital Arena, Robo Arena).

April 16-17 – Technical seminars for participants of the ExpoElectronica Exhibition (Pavilion 2, floor 1, Halls 5 and 6, Conference hall M and Blue hall).

April 18 – Discussion battle, summing up the results of the Electronica 2024 Prize, summing up the results of the examination of innovative projects for the use of artificial intelligence technologies in them (Pavilion 2, floor 3, Halls 10 and 11, Electronics Arena and Robo Arena).

## Entry to the exhibition

During the show days pavilion is open for exhibitors since 9 a.m. (since 8 a.m. on the first show day) with exhibitor badges. Visitor entry is available since 10 a.m.

**! Please note that pavilion is closed at 7 p.m.  
Please take your belongings with you.**

## Financial documents

You can get financial documents (agreement, acts of transfer of service, etc.) in the Organisers' Office, hall 7, stand C1115 starting from 2 p.m. of April 16, 2024.

**We wish you every success at the show!**

## Contacts:

### Event Director

Rimma Mangusheva  
+7 (969) 192-75-45  
rimma.mangusheva@ite.group

### Sales manager

Olga Demakova  
+7 (969) 192-77-26  
olga.demakova@ite.group

Evgenia Andrejcheva

+7 (969) 192-75-12  
evgenia.andrejcheva@hyve.group

Olga Efremenko

+ 7 (926) 594-12-41  
olga.efremenko@ite.group

Jessica He

+7 (912) 286-60-81  
jessica.he@ite.group

### Business program manager

Marina Ponomareva  
+7 (981) 562-34-61  
marina.ponomareva@ite.group

### Brand-manager

Julia Leontieva  
+7 (969) 192-75-83  
julia.leontieva@ite.group

Tatyana Zvonar

+7 (969) 192-76-09  
tatyana.zvonar@ite.group

### Coordinator

Lyudmila Savilova  
+ 7 (969) 192-76-02  
lyudmila.savilova@ite.group