

GLOBAL SEAFOOD FISHERY FORUM EXPO RUSSIA

FISHERY • AQUACULTURE • PROCESSING

22-24 OCTOBER '25

SAINT PETERSBURG, EXPOFORUM EC

EXHIBITOR MANUAL



BRANCH
EXHIBITION
OPERATOR

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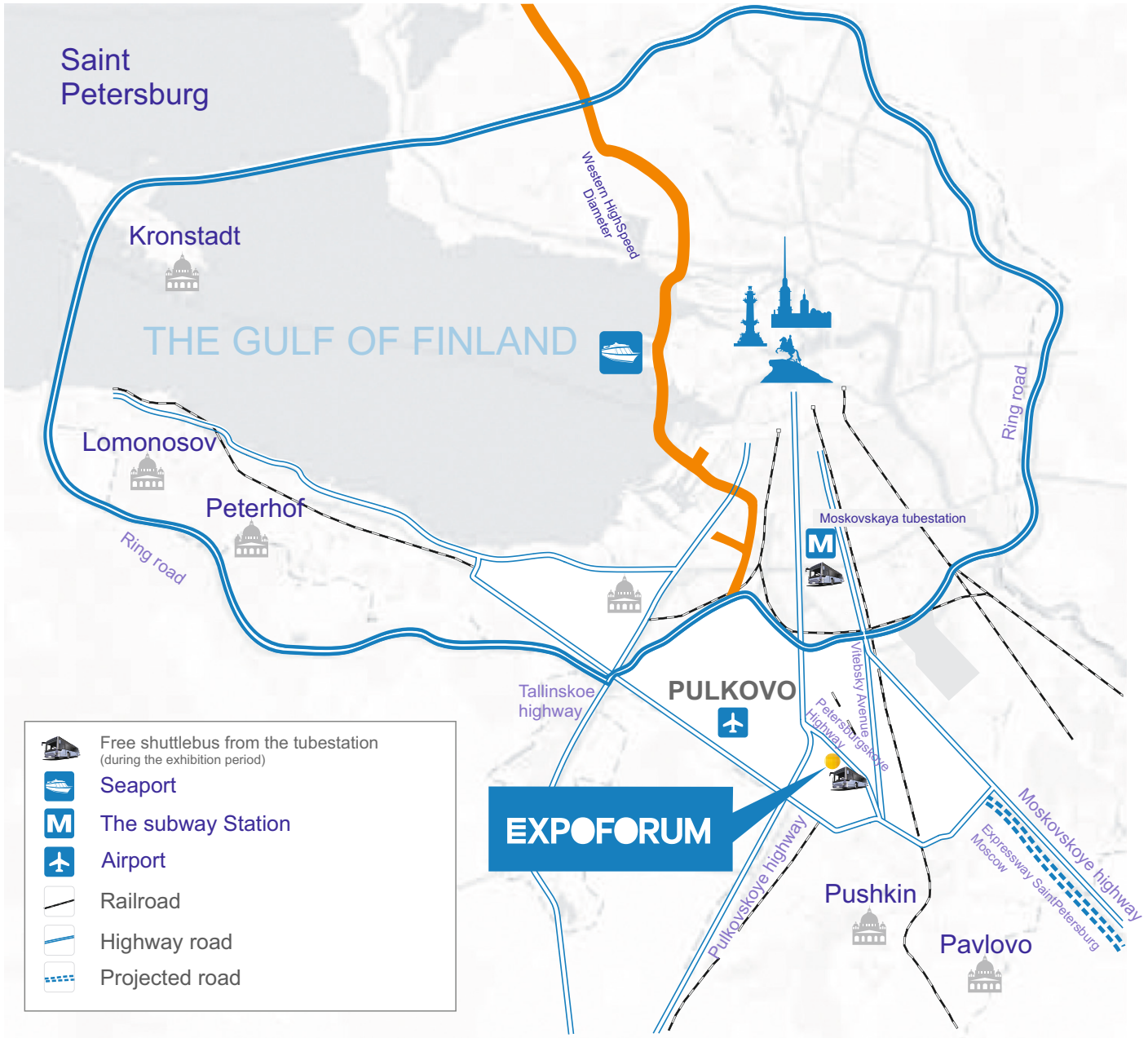
EXHIBITION SCHEDULE:

October 19, 2025 Saturday	from 09:00 till 14:00	Exhibition layout, installation of stands with standard construction
	from 14:00 till 20:00	Start of installation of exclusive stands, installation of stands with standard construction
October 20, 2025 Sunday	from 09:00 till 20:00	Stands buildup (custom and equipped stands)
	from 09:00 till 19:00	Stands buildup (custom and equipped stands)
October 21, 2025 Monday	from 16:00 till 20:00	All exhibitors can arrive to their stands, delivery of exhibits
	from 16:00 till 20:00	Exhibitors' registration
October 22, 2025 Tuesday	from 09:00 till 19:00	Working hours of pavilions
	from 10:00 till 18:00	Exhibition open for visitors
October 23, 2025 Wednesday	from 09:00 till 19:00	Working hours of pavilions
	from 10:00 till 18:00	Exhibition open for visitors
October 24, 2025 Thursday	from 09:00 till 17:00	Working hours of pavilions
	from 10:00 till 16:00	Exhibition open for visitors
	from 16:00 till 18:00	All exhibitors can remove their exhibits
October 24, 2025 Thursday	from 18:00 till 20:00	Dismantling (custom and equipped stands)
	from 09:00 till 20:00	Dismantling (custom and equipped stands)
October 25, 2025 Friday	from 09:00 till 20:00	Dismantling (custom and equipped stands)

Please note:

- The schedule of delivery of largescale exhibits must be agreed with technical department of the Organizer
- All equipment and water tank above 100 liters must be agreed with technical department of the Organizer
- Exhibitors with equipped space can arrive at their stands not earlier than October 21, 16:00
- Please pay attention, all exhibits (including large-scale equipment), packaging and other materials should be removed from the exhibition by exhibitors or their contractors till October 24, till 20:00. Large-scale exhibits are to be removed from the exhibition from October 25, till 20:00. The shedule of exhibits removal is to be approved with the technical department of the organising company and PAN-BALT Service company.
- Equipped stands are to be finished within the last days of buildup till 20:00
- Exhibitors must check equipped stands no later than 18:00 of the last day of the buildup and in case of deficiency notify the Organizer

VENUE LOCATION MAP



PART 1. Information

Venue and technical requirements of the pavilions

196140, St Petersburg, Peterburgskoye sh 64/1

GPS:59.76351, 30.35746

Public transport

Bus № 187A, during exhibition period only. The schedule: from 8:30 till 19:40, every 20 min. There are all-year buses №K545, №K299. The free shuttle bus station near the Moskovskiy prospekt build 197. The schedule: from 9:30 till 19:00, every 30 min.



Pavilions Specifications

Max height of the stands 6m.
Max height of the suspensions 9m.
Loading gates: height 4,9m. x wight 4,9m.
Max permitted loads on the floor: 2500kg/per m2

Pillars, ramps, hatches, breaker boxes, fire hydrants

Pillars, fire points and/or utility connection points for your or near stands can be located within your stand area. In this case, power cables and pipes with a diameter of 50mm, as well as electrical cabinets and breaker boxes can be placed in aisles or within your stand area **without your prior consent**. Please take it into account while planning to cover the area with a podium or floor tiles.

Mobile fire hydrants may be placed in the aisles next to the stands without prior consent of the exhibitor. Their location is to be specified according to the Fire Safety rules of the venue.

For additional information please contact Expo Solutions Group technical department.

Delivery / Removal goods

Access of cars and trucks for the delivery of exhibitors' goods during the buildup and dismantling period is free of charge. Car passes can be obtained at the Service Bureau of the exhibition pavilion G at the day of arrival.

According to the venue rules the free allowed time in loading and unloading zone is limited: a car -1 hour, a truck up to 3.5 tons - 2 hours, cargo 3.5 tons above - 3 hours. Additional hour of stay is paid separately, the cost is from 500 to 1000 rub. incl. VAT, depending on the type of vehicle.

For the delivery of goods into the pavilion, please fill in a letter for the taking in/ out of equipment, the letter has to be signed in two copies and sealed in Service Bureau.

For the delivery of other goods into the pavilion (office accessories, leaflets, handouts), please fill in a letter for the taking in/ out of equipment and bring it to Service Bureau for sealing. You may found the scheme how to find the Service Bureau at page 4.

Onsite Equipment Demonstration

Please pay attention that onsite demonstration of any equipment, large scale exhibits and water tanks above 100 liters on stands should be agreed with organizers' team and the venue. To get the approval please provide necessary documents to the technical department. You will find samples of the necessary documents on the last pages of the manual.

Access to the venue

During buildup days exhibitors may enter the pavilion with badges or buildup passes which can be received in Service Bureau. After official time of buildup/dismantling/exhibition opening hours are over any persons are not allowed to access the pavilion. In offtime the pavilions are closed and sealed. The pavilions are opened only in presence of responsible person from the organizers' team.

PART 1. Information

Insurance and safety

The Organizers are to insure property interests in respect of their liability for exhibitors' life harm, injury loss of capacity for work or property and in respect of exploitation of exhibition space during the event. In case of an insured event, the exhibitor must notify the Organizer thereof as soon as possible and receive documents and information necessary to evaluate the possibility of opening an insurance issue. The Organizer shall cooperate with the Exhibitor concerned and insurer in the course of the insurance case investigation and provide them with all necessary information and documents upon reasonable request. The organizer shall not be responsible for exhibitors receiving an insurance compensation in case they did not provided the necessary information or documents. The Organizer's liability for each insurance case is limited. Therefore the exhibitors are recommended to arrange additional insurance (including insurance against injury, loss of capacity for work of the Exhibitor's representatives at the exhibition, damage to showpieces and other property used as a part of participation or loss thereof).

Loading / unloading

Please pay attention that exhibitors are prohibited from using their own special transport or exterior contractors for loading and uploading exhibits.

The exclusive right for logistics services on in the territory of Expoforum exhibition centre belongs to PAN BALT Service company.

<http://panbaltservice.ru>

Contact person: Svetlana Grishina Tel: 7(812) 3226034.

mail: iana@pan-baltservice.ru

To avoid extra fees while ordering the delivery/load/upload services please contact PANBALT Service company in advance.

Fire safety rules

Exhibitors and Contractors are required to comply with the Fire Safety Rules, the provisions of Federal Law No. 69FZ of December 21, 1994 "On Fire Safety", Federal Law No. 123 FZ, dated July 22, 2008, "Technical Regulations on Fire Safety Requirements" and bear full responsibility for their violation in accordance with current legislation of the Russian Federation.

Catering and tasting show on the stand

Cooking and holding tasting sessions at exhibition stands must be agreed with the organizer and must comply with the following requirements:

1. Cooking must be done using electric ovens only and agreed with the Organizers' technical department.
2. The stand must be fitted with a professional extractor hood with a filter to neutralize odors.
3. Open flames, smoke or strong odors are prohibited.
4. The exhibitor must comply with the Fire Safety Regulations. Any deviation from these rules must be accompanied by written permission from the "Ministry of Emergency Situations of the Russian Federation".
5. Tasting sessions must comply with hygiene standards. The exhibitor must ensure proper waste disposal as well as keeping the stand and surrounding area clean.
6. In case of complaints from other exhibitors, the organizers reserve the right to terminate the cooking and food tasting.

Trade at the exhibition

Any kind of trade, catering and consumer services on the territory of the exhibition can be carried out only with the written permission of the organizers of the exhibition and in accordance with the requirements of existing laws and other regulatory and legal acts regulating activities in the sphere of trade, public catering and consumer services.

PART 1. Information

Deadlines

Please note that all forms for additional equipment or services submitted later than September 15 will be accepted if it is possibly technically and are subject to a surcharge of 50%, additional orders for equipment during the exhibition are subject to a surcharge of 100%.

Booking space from 9 to 29 sq m the exhibitor can choose equipped type of stand only.

Exclusive stand construction is possible for stands with the space 30 sq m up.

Height of the walls of the neighboring stands

Planning the participation in the exhibition and stand construction, please mind that the height of the walls of the neighboring stands may be bigger than yours.

In this case the visible part of such walls should be covered with white banner by the constructor of the neighboring stand.

Equipped space

The construction of equipped spaces is provided by Expo Solutions Group LLC. There are three types of equipped space – A,B,C available to order. You may specify the type you've ordered in your contract.

Please mind, that to stabilize the stand it may be necessary to include additional elements without exhibitors' prior consent. Placement of electrical cabinets on your stand is to be decided on spot during the buildup period. If fascia size is longer than 4 meters, an extra supporting construction will be added.

The equipment included in standard equipped space could not be changed on the equipment of any other construction type in any case – with extra payment or without. In case of refusal from the standard equipment/ furniture, their costs are not compensated.

Please note that the models of soft furniture used in 3D visualization of standard stands and furniture catalog may differ from the real models in color and/or model. In case the model and/or color of the furniture listed in catalogue or used in 3D would not be available, the organizer reserve the right to change it to the similar models without additional approval.

Security

General security for the pavilion is included in the cost of renting a stand space. It is recommended to have at least one member of your company at the stand at all times, from the exhibition opening till the hall is closed by the security team, to ensure the safety of your exhibits and personal items. (please note Exhibition schedule).

During mantling/dismantling period all valuable goods and personal belongings (smartphones, notebooks etc.) are to be under constant control of exhibitors. The responsibility of property loss during mantling/dismantling/ exhibition operation period is to be borne. by exhibitor. The investigation of all incidents is to be done by local police department.

Within half an hour after the end of the official time of buildup, the hall is released from exhibitors by security and sealed until 09:00 in the morning of the next exhibition day, the exhibition hall is opened only in the presence of the organizers of the exhibition.

Cleaning

General cleaning of the aisles will be carried out every morning prior to opening as well as the removal of small amounts of refuse, which is put in plastic bags plastic bags or cartons in front of the stand in the evening.

You may order a daily individual cleaning for your stand filling the form №5.

Wet cleaning can be ordered for stands with hard floor covering only.

Supporting cleaning includes maintaining of cleanness in the stand during the whole exhibition day. The cleaning personnel is to control the space no less than one time per hour.

Restrictions on use of equipment for cooking and tasting

- It is prohibited to use electric teapots within the territory of Exhibition Center
- Use of electronic equipment with increased power capacity (electric grill, induction stove etc.) is only possible in case the full list of equipment necessary for tasting and operation of onsite kitchen is provided and agreed with the Organizers' technical department.

Goods Delivery

Delivery of goods, its terms and costs please consult our logistics partner Volga-Dnepr Airlines www.volga-dnepr.com
+7-8422-590-333

Please apply via e-mail Mt.sales@vd.express with subject "goods delivery to Seafood Expo Russia 2025"

PART 1. Information

Custom Stand Building

If you want your stand to fully reflect your corporate identity, using original and interesting design solutions to demonstrate your products and services as effectively as possible, we can help you. Ordering a custom build stand will allow you to differ from the others. Due to our wide experience and understanding of specific nature of this sphere we can offer you a unique key-ready solution based on your opportunities and desires

For ordering custom build stand please contact.

Alexey Moroz

a.moroz@rusfishexpo.com

All custom stand building at the exhibition is to be agreed with the Organizer's technical department. Exhibitor or contractor shall send the layouts for approval to the email: a.pogodina@rusfishexpo.com



Requirements for the stand layout approval

- Solid walls along the open sides of the stand longer than 4 meters must have a gap of at least 2 m long or completely transparent filling (Plexiglas). Placement of any graphics of transparent filling between the solid walls is prohibited.
- A solid wall longer than 4 m. should not be deepened less than 2 meters from the passageway.
- If there is a need to make a solid wall along any open side of the stand longer than 4 m., then its height can't be higher than 1m.
- It is forbidden to place any information about the company, advertising of products and company logos on suspensions or walls of the stand facing neighbors in the block.
- The door could not be opened into the aisle between stands. The opening side of the door is to be placed within the territory of the stand only.
- The suspension structures cannot be connected to the stand's building structures.



Buildup rules

During the buildup and dismantling in venue, the following actions are prohibited:

- use the services, equipment, facilities of the organizations which are non-agreed with the Organizer, attract staff of non-agreed companies;
- place adhesive and other materials on walls, floors, columns, windows and doors, as well as on metal structures of ceilings of pavilions and other premises without Organizer's consent;
- fasten elements of stands to walls or floor;
- use stationary circular saws, surface grinders, chainsaws and other construction tools not equipped with a dust collector and also conduct welding operations (open fire);
- dispose the elements of the dismantled structures and packaging containers (lumber, chipboard, fiberboard, plywood, etc.) in garbage containers for household waste owned by LLC "EFInternational";
- to obstruct the passages between the stands with exhibits and equipment;

Access to the territory of the exhibition during its operation days with installation (assembly) pass is prohibited.

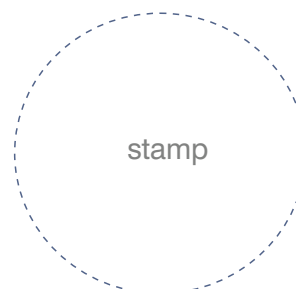
Sample № 2. Letter of instruction from people responsible for the equipment.

On the letterhead of the enterprise

ООО «ЭФИИнтернэшнл»

КВЦ «ЭКСПОФОРУМ» в период с ____ по ____ 202__ года, демонстрируемое на стенде № ____ в зале ____ оборудование нашего предприятия: _____ не требует от работающего на нем персонала специального обучения по пожарной безопасности, электробезопасности и соблюдению правил техники безопасности. Сотрудник (сотрудники) нашего предприятия _____, назначенный (назначенные) приказом № __ от ____ ответственным (ответственными) за пожарную безопасность, электробезопасность, и соблюдение правил техники безопасности, получил (получили) надлежащий инструктаж на нашем предприятии для работы на стенде в период монтажа, демонстрации и демонтажа оборудования на «VII Международной выставке рыбной индустрии, морепродуктов и технологий».

"EXPOFORUM" in the period from ____ to ____ 202__, demonstrated at booth No. ____ in hall ____, the equipment of our enterprise: _____ does not require special training in fire safety, electrical safety and compliance with safety regulations. Employee (s) of our company _____, appointed (appointed) orders No. __ of ____ responsible (responsible) for fire safety, electrical safety, and compliance with safety regulations, Received (received) proper instructions from our company to work on stand during the installation, demonstration and dismantling of equipment on «VII Seafood Expo Russia».



Должность и название компании
Employee's position, company name

Подпись/Signature

ФИО/ Name

Sample № 3. Letter about the instruction of people responsible for the equipment

On the letterhead of the enterprise

Приказ/ Act № __

«__» _____ 202__ г.

«VII Международная выставка рыбной
индустрии, морепродуктов и технологий»

«VII Seafood Expo Russia»

Для проведения общего руководства и
выполнения требований техники
безопасности при производстве
демонстрационных работ во время
проведения «VII Международной выставке
рыбной индустрии, морепродуктов и
технологий» в павильоне __, стенде №__
в период с __ по __ _____ 202__ года.

For general use and to meet the requirements
of technology safety in the production of
demonstration works during «VII Seafood Expo
Russia» in pavilion № __, stand №. __ from
September __ to _____, 202__.

ПРИКАЗЫВАЮ:

Назначить __ (ФИО) __, __ (Должность)
__ ответственным за обеспечение
пожарной
безопасности и технике безопасности,
электробезопасности и охране труда при
проведении демонстрационных работ.

I hereby order:

To assign __ (full name) __, __ (position) __
as responsible for the provision of fire
safety and security, electrical safety and labor
protection
during the demonstration works.

employee's position, Company name

stamp

signature

name

Exhibitors wishing to demonstrate heavy, bulky equipment, equipment requiring water / electricity connections within their booth are required to prepare and send to the technical department the following documents:

I. Application for the demonstration of heavy, dimensional equipment.

Following documents must be attached to the application:

1. Technical descriptive documentation.
2. Appearance of the object (photo, drawings, sketches)
3. Specify how to demonstrate the equipment
static demonstration
Dynamic demonstration.

II. Letter of instruction for people responsible for the equipment

III. Letter about the instruction of those responsible for the equipment.

Sample №1. Application for the demonstration of heavy, dimensional equipment.

On the letterhead of the enterprise

Исх.№ ___ от дд.мм. 202_г

From (Company Name)
pav №. ___ stand №. _____

Заявка / Statement

на демонстрацию технологического оборудования на стенде компании /
application for demonstration of technological equipment at the stand:

Просим Вас, на период проведения
Выставки с __ по __ _____ 202_ года
, разрешить демонстрацию
(наименование компании) на
территории МКВЦ «Экспофорум»
пав __, стенд № __. Оборудование
является собственностью
(наименование компании)

We ask you, for the period of the
Exhibition from September __ to _____
__, 202__, to allow demonstration (name
of the company) on the territory of the
ExpoForum International Exhibition Center
Pav. __,
stand number __. The equipment is the
property (company name).

Таблица 1. Список оборудования и материалов
Table 1. List of equipment and materials

№	Наименование оборудования Equipment name	Тип Демонстрации Type of Demonstration	Габариты (длина, ширина, высота) Dimensions (length, width height)	Масса кг. Weight kg	Мощность кВА / кВт / нет подключения Power kVA / kW / no connect
1					
2					

Должность и название компании
Employee's position, company name

Подпись/Signature

ФИО/ Name

stamp