


cannafest
prague 2022

4. - 6. 11. 2022

PVA EXPO,
PRAHA LETŇANY

WWW.CANNAFEST.COM



GENERAL INFORMATION AND TIME SCHEDULE

Dear exhibitors,

In the interest of securing a smooth course of the event, please pay your full attention to the following important information:

Name of the event: Cannafest Prague 2022

Character of the event: Information, contract and trade show

Place: PVA Expo Prague Letnany (Výstaviště Praha Letňany)

Entrance Hall II., Hall No.1, Hall No.2, Hall No.5AB, Hall No.7 (V.I.P. & Business Lounge + VIP party)

Date of the event: November 4 - 6, 2022

Opening times:

For visitors:

04th November 2022 11:00 a.m. - 08:00 p.m.

05th November 2022 11:00 a.m. - 08:00 p.m.

06th November 2022 11:00 a.m. - 06:00 p.m.

For exhibitors:

04th November 2022 08:00 a.m. - 09:00 p.m.

05th November 2022 09:00 a.m. - 09:00 p.m.

06th November 2022 09:00 a.m. - 07:00 p.m.

Entrance fee:

250 CZK / 10 EUR (incl. VAT) / 1 day ticket

400 CZK /16 EUR (incl. VAT) / 3 day ticket

750 CZK / 30 EUR (incl. VAT) / Business ticket

Catalog: Free for 10.000 visitors (given on the cash desk)

All exhibitors will be given 1 free copy of the catalog

V.I.P.& Business Lounge: Entrance from the left side of Hall No.7

Registration center: Main Entrance Hall II. – middle part

Technical center: Main Entrance Hall II. – middle part

Organizer's office: Main Entrance Hall II. – right side (next to the entrance to Hall No.2)

Contacts:

Address of the venue:

PVA Expo Prague Letnany

Beranovych 667

190 00 Prague 9 – Letnany

GPS: Loc: 50°741.662"N, 14°3051.679"E

Forwarding/handling service

CENTRUMSPED s.r.o.

Vystaviste Letnany

Beranovych 667

199 00 Praha

Contact person:

Filip Červený

e-mail: cervený@centrumsped.cz

Tel.: +420 225 291 670

Cell phone: +420 602 501 381

www.centrumsped.com

Exhibitors and assembly companies must absolutely adhere to the operational and security instructions valid on the premises of expo area that are the part of application form and also stated on the web pages at <https://www.cannafest.com/en/forexhibitors/safety-rules/>

1. EXHIBITOR REGISTRATION, INVOICE PAYMENT

Upon arrival at the Exhibition Grounds, exhibitors are asked to register at the Registration Centre located in Main Entrance Hall II., on the information stand of Cannafest, marked as Cannafest Info in the Exhibition plan, which is going to be stated on the web pages in section For visitors – List of exhibitors.

Registration dates:

02nd November 2022 09.00 a.m. - 08.00 p.m.

03rd November 2022 09.00 a.m. - 08.00 p.m.

04th November 2022 08.00 a.m. - 10.00 a.m.!!!

All issued invoices as well as debts from previous years must be paid before the event!

The final invoice will be issued straight before the show.

As our records of your payments may not be complete when payments are made too close to the show, we would like to ask you that you have copies of documents confirming that you have paid the relevant amounts on you (bank account statement) – we may ask you for their submission. It is possible to cover the unpaid invoices by credit card during the registration on site but in this case we must apply a 10% surcharge therefore we suggest completing all payments in advance.

If your stand is assembled by another company, such a company must submit copies of these documents during the registration process.

If all the relevant amounts have been duly paid, you will receive the following:

- **Assembler's Pass** valid during the period of assembly and disassembly

- **Exhibitor's Pass** based on the size of the spot.

All exhibitors (workers) have to be registered through our system. Please visit <http://trade.cannafest.com> to apply for the business passes in the section "entry passes". To enter, please use the same login which you created during your on-line registration.

- **Parking cards** – you can collect the parking cards at the main entrance in the Cannafest Registration. For the assembly/ disassembly times the parking is for free but you need to use the card. The card allows parking in the designated parking place of the Exhibition Grounds. Parking during the exhibition is possible, you can buy the parking card for day parking during the whole show and for night parking. Night parking card must be purchased for every single night separately. Parking cards must be placed visibly behind the car front window.

- **Exhibition catalog** – 1 piece

- **Invitation for the VIP party** (based on the size of the spot) that will be held on 05th November 2022 from 8:30 p.m. in Hall No.7 (left side, entrance next to the V.I.P. & Business Lounge)

2. LATE ORDERS

Late orders made directly at the Exhibition Grounds are possible to make in the Registration Centre (Cannafest Info stand) and will be invoiced straight. Please take into account there is a 20% surcharge and the offer is limited. We recommend making all orders in advance.

3. EXHIBITOR'S WRISTBANDS

After having been registered, you will obtain Exhibitor's wristbands, catalog, invitations and other materials for exhibitors. You will obtain Exhibitor's and Assembler's wristbands as following (according to the size of the exhibition space):

less than 20 sq.m 5 pieces
less than 30 sq.m 6 pieces
less than 50 sq.m 8 pieces
over 50 sq.m 10 pieces
over 100 sq.m upon request

4. ASSEMBLY OF THE STANDS

Exhibitors assembling their stand themselves can begin with the installation of the displays from Wednesday, 02nd November 2022 as follows:

Wednesday 02nd November 2022 9.00 a.m. – 10.00 p.m.
Thursday 03rd November 2022 9.00 a.m. – 10.00 p.m.
Friday 04th November 2022 8.00 a.m. – 10.00 a.m. - installation and arrangement of exhibits only

The stands assembled by Cannafest will be available for the exhibitors to be taken over and ready for installation of the exhibits on:

Thursday 03th November 2022 10.00 a.m. – 10.00 p.m.

Earlier delivery of the ordered stand is possible only by mutual agreement. In this case please contact nikola.hegrova@cannafest.cz no later than 25th October 2022.

Please note: Assembly companies are strictly prohibited to cut and sand particleboards and similar materials in the exhibition halls.

5. **DISASSEMBLY OF THE STANDS**

Sunday 06th November 2022 6.00 p.m. – 12.00 a.m. (midnight)

(Please inform your assembly company that before 6 p.m. nobody will be allowed to enter the exhibition area based on an Assembler's Card and that disassembly will be allowed only after this time, i.e. 6 p.m.)

Monday 07th November 2022 12.00 a.m.(midnight) – 08.00 a.m.

We request that all exhibitors having their display installed by Cannafest remove their equipment and exhibits from the displays already on 06th November 2022 after 6.00 p.m., so that the stands can be disassembled from 06th November 2022 7.00 p.m. till 07th November 2022 08.00 a.m.

6. **WASTE DISPOSAL**

In relation to assembly and disassembly, we would like to remind the exhibitors whose stands are not assembled by Cannafest that it is the responsibility of assembly companies to secure the removal of assembly waste and bulky wrapping materials. Unfortunately it is impossible to continue in tolerating the situation when assembly companies fill the waste cans provided for common waste with bulky assembly waste and wrapping materials. In case you want to have a waste container provided, please contact us in advance.

7. **FORWARDING AND HANDLING SERVICES**

The forwarding and handling service means: Unloading of your truck, storage, bringing your load to your stand, storage of the free pallets and packaging, bringing your free pallets and packaging back to your stand, loading your stuff to the truck.

Contact for the company fully responsible for these services:

CENTRUMSPED s.r.o.
Vystaviste Letnany
Beranovych 667
199 00 Praha
Czech Republic

Mr. Filip Červený
e-mail: cervený@centrumsped.cz , Tel.: +420 225 291 670
Cell phone: +420 602 501 381 www.centrumsped.com

Forwarding services are charged by the forwarder, the price list is published on:

<https://www.cannafest.com/en/for-exhibitors/important-information/>

8. PROTECTION OF PROPERTY

Starting with the first assembly day and ending with the last disassembly day the protection of property is secured if possible by the organizer and the security service. After closing down the exhibition area after 08.00 p.m. (during the course of the fair) or after 10.00 p.m. (on days when assembly and disassembly take place), the security of the exhibition hall will be provided on an electronic basis. There is also a camera system installed in the halls. However, the organizer of the fair is not liable for losses caused by third persons during the course of the fair and on the days of assembly and disassembly. For that reason, exhibitors are obliged to take out their own insurance for the purpose of protection of property.

9. INTERNET CONNECTION

There is a Wi-Fi Internet connection free of charge for all our exhibitors. For more information, please ask in the registration room in the Entrance Hall II. where you will receive the password. However it is possible to order the LAN internet connection through our on-line registration system to have a fluent internet access.

10. TRANSPORT TO THE EXHIBITION GROUNDS

Public transport

The most comfortable transport to the Expo PVA Letnany is by subway (metro) C the station "Letnany".

Bus (Public transport) – for more information, please check web pages <http://spojeni.dpp.cz/ConnForm.aspx?cl=E5> or ask by the Cannafest Info.

11. IMPORTANT NOTICE – ADVERTISEMENT DURING THE SHOW

All promotional activities outside the exhibitor´s stand (posters, banners, stickers etc.) must be enabled by the organizer for the stated fee. All unconfirmed advertisements will be removed and a penalty will be charged . For more information about the advertisement possibilities, please check our on-line registration system.

12. V.I.P PARTY FOR EXHIBITORS

V.I.P. party for exhibitors will be held in Hall. No.7 (the same as in 2019 and 2021). The evening starts at 08:30 p.m. and ends at 02:00 a.m. There will be food and beer for free as always. You can look forward to the accompanying entertainment. All registered companies will receive the invitations during registration. Entry is allowed only to persons with V.I.P & Business badges + invitation card. Since there is a really huge interest of participants every year, we can give away only a limited number of entrances to individual companies.

13. EUROPEAN – AMERICAN CANNABIS BUSINESS CONFERENCE

Due to the covid restrictions from last year as well as the world's progress in the field of cannabis legalization we are currently working on the change of the whole concept of this B2B conference. The new edition will be released during the next year. This year's edition of EuroAmCBC Prague is postponed.

