



MSPO 2019 FAQ AND SHOW INFORMATION

INTERNATIONAL AIRPORT INFORMATION

Visa Requirements

Poland is a party to the Schengen Agreement. This means that U.S. citizens may enter Poland for up to 90 days for tourist or business purposes without a visa. Your passport should be valid for at least three months for the period of stay. You need sufficient funds and a return airline ticket.

- U.S. Passports must have at least three months remaining validity beyond your date of planned departure from the Poland. If you travel to and from Poland to other Schengen countries you should have at least six months remaining validity on you U.S. passport beyond departure from the Schengen area. Air travelers to Poland may be denied boarding if their passports lack this remaining validity.
- Polish citizens (including U.S.-Polish dual nationals or those with claims to Polish citizenship) must enter and depart Poland using a Polish passport.
- You need a visa for stays longer than 90 days or to work or study in Poland.
- Non-EU visitors must obtain a stamp in their passport upon initial entry into a Schengen country in order to depart the Schengen area without difficulty.

For further information on entry requirements and current visa information, please contact the consular section of [the Embassy of Poland](#).

TRANSPORTATION & VENUE ACCESS

How many badges will I receive and how to do I obtain them?

Exhibitor is entitled to receive Exhibitor identification cards based on the size of the rented area:

SQM	Number of Badges
0-10	2
11-20	3
21- 50	4
51-75	6
76-100	8
101-150	10
150+	12

Each co-exhibitor receives two exhibitor identification cards no matter what the size of the rented area is. Additional exhibitor identification cards are available for purchase for \$18USD each.

Service Identification cards, Exhibitor identification cards and car passes can be collected:

Date	Time	Location
August 19 th -23 rd	8:00am to 4:00pm	Ground floor of administration building, room 8
August 26 th - 30 th	8:00am to 4:00pm	Ground floor of administration building, room 8
August 31 st – Sept. 1 st	9:00am to 6:00pm	Eastern Entrance Terminal
September 2 nd	8:00am to 9:00pm	Eastern Entrance Terminal
September 3 rd	7:30am to 12:00pm	Eastern Entrance Terminal

Where Can I Access Taxis?

Taxis are located outside of the main gate of the venue.

Where Can I Get a Bus?

Please visit the Zarząd Transportu Miejskiego W Kielcach [website](#) for more details on specific routes.

Where are the Car Parks?

Car Parks are located throughout the surrounding venue areas. Click [here](#) to view venue map of the parking areas. Each exhibiting company including co-exhibitors receive one car park card free of charge. Extra cards may be purchased on [form 4a](#).

Can I purchase a vehicle pass?

Each exhibiting company including co-exhibitors receive one car park card free of charge. Extra cards may be purchased on [form 4a](#).

BUILD-UP & DISMANTLE

What are the Assembly & Disassembly Hours?

Assembly Dates

Halls A, B, D, E, F, G, outdoor area- Access to Space Only Exhibitors

Monday, August 19 through Sunday, September 1

8:00am to 8:00pm

Monday, September 2

8:00am to 10:00pm

Hall F- Access to USA Pavilion Turnkey

Monday, September 2

8:00am to 10:00pm

Hall C

Thursday, August 1 through Sunday, September 1

8:00am to 8:00pm

Monday, September 2

8:00am to 10:00pm

Disassembly Dates

Halls B (non-military area), C, D, E, F, G, outdoor area

Friday, September 6

4:00pm to 11:59pm

Saturday, September 7

12:00am to 11:59pm

Sunday, September 8

12:00am to 11:59pm

Halls A, B

Sunday, September 8

4:00pm to 11:59pm

Monday, September 9 through Thursday, 12

8:00am to 11:59pm

What badges can I use during Assembly and Disassembly?

During construction and dismantling of the stands, the Exhibitor may enter the exhibition area upon the presentation of a Service identification card. Service identification cards (free of charge) can be collected during the stand assembly period at the [Entrance Terminal](#).

Is there a safety dress code during Assembly?

High visibility clothing or vest, helmet and covered footwear are not required for the build-up and dismantle period. However, we do recommend taking precaution while onsite during build-up and dismantle with proper attire.

SHOW INFORMATION

Admission Hours

Tuesday, September 3 – Thursday, September 5

Exhibitor Access: 8:00am to 7:00pm

Visitor Access: 10:00am to 5:00pm

Friday, September 6

Exhibitor Access: 8:00am to 4:00pm (dismantle commences)

Visitor Access: 10:00am to 3:00pm

When & where does the USA Partnership Pavilion Opening Ceremony & Ribbon Cutting take place?

Coming soon!

Is there a dress code for show days?

Business professional.

Where can I find the Organizer's Office?

The organizers office is located behind hall E near entry II (west entrance). Click [here](#) to view the location.

VENUE

Where does MSPO 2019 take place?

Targi Kielce S.A.

Zakładowa 1, 25-672 Kielce, Poland

[Map](#) | [Venue Plan](#)

Is dining available onsite?

Click [here](#) to view the variety of restaurants and cafés available throughout the halls of the venue.

What other points of interest are onsite?

Coming soon!

Is WiFi available?

Coming soon!

Which security measures are in place?

The exhibition is locked and sealed by the guards in the presence of the Hall Manager or Security Manager after the cleaning personnel have left the building.

What do I do in an emergency?

In the event of a fire occurring within the premises of Targi Kielce, the State Fire Brigade (tel. 998, 112), the Exhibitor Service Office, or a security employee have to be immediately notified. Until the arrival of the State Fire Brigade, instructions of the Security Manager have to be strictly followed, and after the arrival of the Fire Brigade—the instructions of the rescue and firefighting team.

In case of any other emergency, contact Exhibitor Service Office, or a security employee immediately.