



CREATING BUSINESS OPPORTUNITIES

Exhibitor Guide

**NOVEMBER
22 - 23**

LOCATION
**MONTEBELO INDY
HOTEL**
MAPUTO

TIME
07:30 - 18:15

WWW.MOZAMBIQUE-EU-GGIF.COM



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ABOUT THE FORUM

What

1st edition of the Mozambique - EU
Global Gateway Investment Forum

When

Wednesday 22nd and Thursday 23rd of
November 2023

Where

The Montebelo Indy hotel will host the
Forum.

Address:

Montebelo Indy Maputo Congress Hotel
99 R. Dom Sebastião, Maputo 1750,
Mozambique

[Venue's Website](#)

Programme

Check the final programme here:

<https://www.mozambique-eu-ggif.com>

Agenda

Wednesday 22nd November

- Arrival of participants: 07:30
- Morning Coffee Break: 10:10
- Lunch: 13:45 - 14:45
- Afternoon coffee break: 16:15
- Cocktail: 18:00 - 20:00

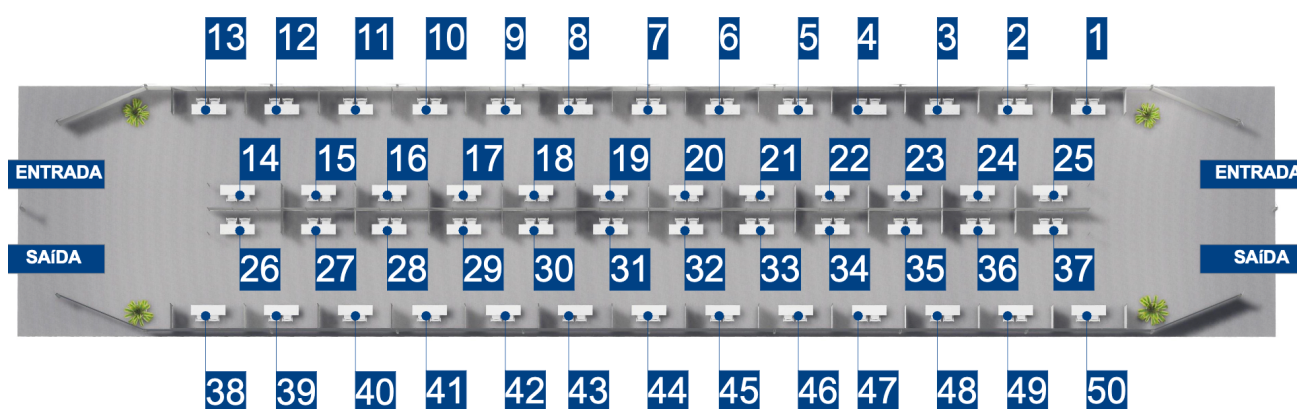
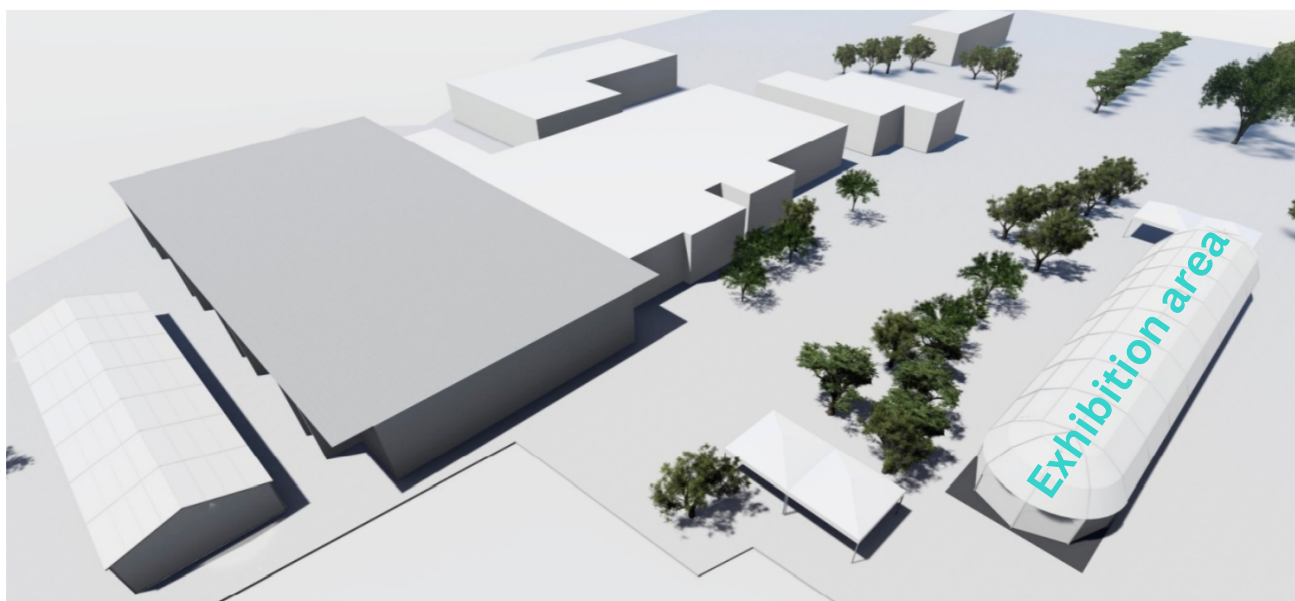
Thursday 23rd November

- Arrival of participants: 7:30
- Morning Coffee Break: 10:00
- Lunch: 12:15 - 13:45
- Afternoon coffee break: 15:15
- Gala dinner: 19:00 - by invitation only

For any further information, please visit
the forum website: www.mozambique-eu-ggif.com or contact EUROCAM
regarding the Gala Dinner or Exhibition
E-mail: sergio.samuge@eurocam.org.mz
and gessica.goncalves@eurocam.org.mz



LAYOUT OF THE EXHIBITION



To expose your products or promote your services at the exposition, contact EuroCam

Contacts:

sergio.samuge@eurocam.org.mz

+258 86 7153456

gessica.goncalves@eurocam.org.mz

+258 84 6669848





BOOTH



Stand 3x1

Walls

Usable panel measurement (vinyl measurement)

Height: 2395mm

Width: 950mm

Pediment

Usable panel measurement

Height: 300mm

Width: 2930mm

Artwork not included

3sqm booths are 3m large x 1m deep

One table (120cm x 60cm) with two chairs

One electrical plug will be made available for all the booths.

Please make sure you bring along your electric extension lead.

Cost: 70.000 MZN



Technical assistance

For any technical questions, you can contact:

sergio.samuge@eurocam.org.mz

+258 86 7153456

gessica.goncalves@eurocam.org.mz

+258 84 6669848

GENERAL RULES

Height:

The maximum building height for all booths is 2.50 meters, including the company name/logo panel (stand customisation not included).

Aisle:

The aisle must remain free of all items to ensure smooth traffic at all times.

Wall panels of the booths:

- It is strictly forbidden to nail, glue or tape anything to the walls of the standard, equipped and fully equipped booths.
- Vinyl can be hung or glued and removed at the end of the exhibition, ensuring that the walls are not damaged

Walls of the venue:

It is forbidden to fix any item to the walls of the venue. Violations of this restriction are punishable by a fine of 30.000MZN per item.

PRACTICAL INFORMATION

SET-UP

Exhibitors will set up their booth on Tuesday 21st November 2023 from 3:30 p.m. till 8:00 p.m. You will not be allowed to start building before 3:30 p.m., so please do not come before that time.

Forum participants will be welcomed in the exhibition hall as from 7:30 a.m. on Wednesday 22nd November 2023. Therefore, the exhibition area needs to be fully installed the day before.

The exhibition will be held in the Parking area, In front of the Congress building of the Montebelo Indy Hotel. At the entrance of the exhibition area, you will find a welcome desk and there will be someone to guide you to your spot.

Make sure to remain within the surface assigned to you in the exhibition hall.

Dismantling

Exhibitors can dismantle their booth after the Closing ceremony on Thursday 23rd November 2023 between 5.45 p.m. and 8.00 p.m.

A hotel staff member (as venue representatives), a member of Downtown Europe (as event production team) and a representative of EUROCAM (as the exhibition organizers) will be on-site to assist you with logistical queries.

Parking

The Montebelo Indy is accessible from the front entrance. Exhibitors can reach the hotel parking on the right side of the entrance.

PRACTICAL INFORMATION

Entrance

You are welcome to enter the hotel through the hotel parking and reach the exhibition area.

You should afterwards park your car in the normal car park.

Deliveries

Your material can be sent to the Montebelo Indy Hotel as from Sunday 19th November 2023. If you wish to do this, please let us know in order to inform the hotel of the expected delivery.

Please ensure that all packages are clearly marked as follows:

Moz-EU Global Gateway Investment Forum – 22nd and 23rd November 2023

- Attention: Mrs Wilma Gonçalves
- DownTown Europe
- Y/X (No. of the piece/total number of pieces)
- Name of your company
- Contact person and mobile telephone number
- Montebelo Indy Hotel
- Maputo

Contacts

Hotel: MONTEBELO INDY HOTEL

Damaciano Gomes: +258 82 3345475

Organization: EUROCAM

- Sérgio Samude: +258 86 7153456
- Géssica Gonçalves: +258 84 6669848

Production: DOWNTOWN EUROPE

Wilma Gonçalves: +258 849332631

Chloë Dreze: +324 71095958

PRACTICAL INFORMATION

Internet

- There is free high-speed wireless internet connection available at the hotel. If you intend to use this service, you can request the internet access code at the forum welcome desk.

Badge

- Exhibitors are requested to register at the latest on 16th November 2023 allowing us to prepare access badges.

Badges will be distributed by EUROCAM the day before the event, i.e. on 21 November 2023. In addition, badges that have not been collected will be available at the accreditation desk on the morning of the Forum. We kindly ask all exhibitors to wear their badges throughout the Forum.

Catering

- Refreshment breaks and lunches, during the forum programme on both days, will be organised in the exhibition area for all participants, including for registered exhibitors.
- There will be a walking dinner on Wednesday 22nd October in the restaurant area of the hotel starting at 06.00 pm.

Cancellation of the forum

- The forum's organizers have the right to immediately cancel or alter all or part of the meeting due to reasons beyond their control, including, but not limited to, unforeseen political and economic events. The organizers will not be responsible for any compensation or refund related to such alteration or cancellation.