

June – July – August

September

October

► As from June

- Receipt of the confirmation of participation (by e-mail), containing :
 - Stand confirmation, deposit invoice, link to your personal online exhibitor's page
 - Photo and logo request for the online catalogue and website
 - Request to check and amend your details via online account (address, representatives, category)
- Send through operations manual and link to personal online exhibitor's page to your stand builder

► 29/06

- Opening of BRUSSELS EXPO web shop
- Create or activate your account (link in your personal online exhibitor's page)

► Early September

- Receipt of the balance invoice (by email)
- Optimise your participation in the fair (Brussels Balthazar Awards, Style Trends, additional advertising, markings on the fair floor plan, etc.)

► 07/09

- Receipt of Vehicle Pass System info (via email)

► 18/09

- Deadline for ordering ready-to-use stands

► Early October

- Receipt of exhibitors passes for your employees (by post)

► 02/10

- Deadline for sending photo & logo (for online catalogue and website)
- Deadline for the amending your details (via your online exhibitor's page, for the online catalogue)
- Deadline for registering for the Balthazar Awards and Style Trends

► 06/10

- Deadline for preferential rates at BRUSSELS EXPO Web Shop

► 16/10

- Deadline for sending the security charter (to Vinçotte)

► 18/10

- Deadline for sending requests for early build-up, early delivery and evening events (at the Furniture Fair)

► Mid-October

- Receipt of the final instructions (via email)

► 28/10

- BRUSSELS EXPO Web Shop start applying last-minute rates (+ 20%)

BUILD UP	FAIR	BREAK DOWN
02/11 -> 07/11 (12pm)	08/11 – 10/11 (9 am -7 pm) - 11/11 (9 am-6 pm) (Exhibitors welcome at 8 a.m.)	11/11 (6 pm) -> 13/11 (2 pm)

► **Start of build up**
7 am – 8 pm

Starting earlier or working later is permitted. Please contact the Furniture Fair Office in good time to request this.

◄ **End of build up**
12 pm

After 12 pm the aisles must be completely clear. Final arrangements on the stand itself are allowed..

► **Start set-up for exhibitors Square, Holland à la Carte or with a ready-made stand**
7 am – 8 am

► **Balthazars Awards Prize-giving Caremony**

► **Start break down**
6 pm

Possibility to work 24/24

5.30 pm

Drivers go to their truck on Parking C

7.30 pm (±)

Departure trucks convoy

9.30 pm (±)

Access to venue vehicles <3,5t

► **End break down**
2 pm the latest

Monday 02/11	Tuesday 03/11	Wednesday 04/11	Thursday 05/11	Friday 06/11	Saturday 07/11	Sunday 08/11	Monday 09/11	Tuesday 10/11	Wednesday 11/11	Thursday 12/11	Friday 13/11
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2026

► **Delivery Furniture Trend Passages**

From Monday until Thursday in room 511.

► **Electrical and fire safety inspection by Vinçotte**

The presence of the person responsible for the stand is mandatory.

Friday 06/11: 10 am – 2 pm

Saturday 07/11: 10 am – 2 pm

► **Access for passenger cars**

Thursday/Friday : 2 pm – 8 pm

Saturday : 7 am – 8 pm

► **Deliveries on the stand**

8 am – 8.45 am

► **End breakdown for Ready-made stands**

2 pm

The stand must be completely emptied to allow the stand builder to dismantle it.

► **Early build up and Early deliveries**

Requests to be submitted to the Furniture Fair before 18/10