

INEX 2026
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INEX 2026
INTERNATIONAL NUCLEAR EXPO 2026

Exhibitor Manual

International Nuclear Expo 2026 Secretariat

Welcome to **International Nuclear Expo 2026 (INEX 2026)**.

We are delighted to welcome you to INEX 2026, which will be held at **BEXCO in Busan, Korea, from April 22 to April 24, 2026**.

INEX 2026 is a premier international exhibition dedicated to the nuclear energy industry, bringing together leading companies, experts, and policymakers from around the world. The exhibition serves as an important platform for showcasing advanced technologies, innovative solutions, and the latest developments across the entire nuclear energy value chain.

Held alongside major international conferences, including **the Pacific Basin Nuclear Conference (PBNC 2026) and the Korea Atomic Power Annual Conference (KAP 2026)**, INEX 2026 will offer outstanding opportunities for global networking, business collaboration, and knowledge exchange.

We sincerely appreciate your participation and support, and we look forward to making this exhibition a successful and meaningful event together.

This manual is designed to help you prepare for the exhibition efficiently. Please review this manual carefully to ensure smooth preparation and on-site operations. This manual is intended for exhibitors participating in INEX 2026.

We look forward to welcoming you to Busan, one of Asia's most dynamic maritime cities, and wish you a productive and rewarding experience at INEX 2026.

Thank you.

Table of Contents

I. INEX 2026 at a Glance

1. Overview	4
2. Organizer’s Information	4

II. Exhibition Operation Schedule

1. Document Submission Schedule	5
2. Move-in & Booth Construction Schedule.....	5
3. Utility Services Schedule.....	6
4. Exhibition & Move-out Schedule.....	6

III. Exhibition Guidelines

1. Terms and Conditions for Exhibitors	7
----------------------------------------------	---

IV. Booth Specifications & Construction Guidelines

1. Shell Scheme/ Premium Booth Specifications.....	9
2. Space Only Booth	10
3. Utility Services.....	13
4. Move-in of Exhibits.....	16
5. Booth Dismantling and Move-out of Exhibits.....	17
6. Booth Events.....	17
7. Cleaning and Waste Disposal	17
8. Duty-Free Items.....	18
9. Exhibitor Promotion.....	18

V. Venue Access & Transportation

1. Parking & Vehicle Access.....	19
2. Getting to the Venue (BEXCO).....	21

I. INEX 2026 at a Glance

1. Overview

- **Title:** International Nuclear Expo 2026 (INEX 2026)
- **Venue:** Hall 1, Exhibition Center 1, BEXCO, Busan, Republic of Korea
- **Exhibition Schedule**
 - **April 22 (Wed)** | 10:00 – 18:00
※ Visitor access may be restricted during the Opening Ceremony.
 - **April 23 (Thu)** | 10:00 – 18:00
 - **April 24 (Fri)** | 10:00 – 15:00
- **Hosted by:** Busan Metropolitan City, Korea Atomic Industrial Forum (KAIF)
- **Organized by:** BEXCO
- **Scale:** 8,836m²
- **Exhibit Categories**
Engineering & Construction, Nuclear & Auxiliary Equipments, Operation & Maintenance, Decommissioning & Decontamination, Project Support & Professional Services, Radioactive Isotopes & Medical Applications, Nuclear Safety & Radiation Protection Services, Other Nuclear-Related Products And Services
- **Concurrent Events**
The 25th Pacific Basin Nuclear Conference (PBNC 2026),
Korea Atomic Power Annual Conference 2026 (41st, KAP 2026)

■ Side Events (Tentative)

Date	Time	Program
April 22(Wed) ~23(Thu)	10:00 ~ 18:00	International Buyer-Seller B2B Meeting Program
April 24 (Fri)	13:00 ~ 15:00	Energy Golden Bell Quiz Event (Energy Knowledge Challenge)

2. Organizer's Information

BEXCO (INEX 2026 Secretariat)	Tel. +82-51-740-7516 Fax. +82-51-740-7640
	Email. nekorea@bexco.co.kr
KAIF	Tel. +82-2-6953-2517 Fax. +82-2-785-3975
	Email. seoj@kaif.or.kr

II. Exhibition Operation Schedule

1. Document Submission Schedule

Exhibitors are requested to submit the required documents by the deadlines indicated below. Late submission may result in delays in on-site services or booth operations.

Category	Form	Document Name	Submission Method	Requirement	Deadline
Required Documents	Form 1	Utility Services Order Form	Email	Mandatory for Space only Booth	April 2 (Thu)
	Form 2	Booth Fascia Name Form [Premium / Shell Scheme booth]	Email	Mandatory for Shell/ Premium Booth	April 2 (Thu)
	Form 3	Booth Contractor Information Form	Email	Mandatory for Space only Booth	April 2 (Thu)
	Form 4	Exhibitor Badge Registration Form	Email	Mandatory	April 2 (Thu)
	Form 5	Exhibitor Profile Form	Email	Mandatory	March 26 (Thu)
	Form 6	Personal Information Consent Form	Email	Mandatory	April 3 (Fri)
	Form 7	Exhibitor Parking Permit Application	Email	Optional	April 3 (Fri)
	Form 8	Exhibit Removal Application Form	On-site	Optional	On-site Submission
Booth Construction	–	Booth Construction Registration & Drawing Submission ※ Usually submitted by the official booth contractor via the online system	Online System	Mandatory for Space only Booth	April 3 (Fri)

※ **For space only booths**, booth construction notification must be submitted via the “BEXCO Exhibition Hall Work Registration System”(http://ok.bexco.co.kr).

2. Move-in & Booth Construction Schedule

Category	Details	Date & Time	Responsible
Booth Construction / Installation	Space Only Booth	Apr. 20 (Mon) – Apr. 21 (Tue), 08:00 – 20:00	Contractor designated by exhibitor
	Shell Scheme / Premium Booth	Installation completed by Apr. 21 (Tue), 14:00 (Walls, signboard, carpet, lighting installed)	BEXCO
Exhibit Move-in (Heavy Equipment)	Common	Large machinery or heavy exhibits require prior consultation with the Secretariat	Exhibitor
Exhibit Move-in (Display Items)		Vehicle access required: Apr. 21 (Tue), 08:00 – 14:00	Exhibitor
		Vehicle access not required: Apr. 21 (Tue), 10:00 – 20:00	Exhibitor
Booth Display Setup	Exhibitors	Apr. 21 (Tue), 14:00 – 20:00	Exhibitor

Notes

- Freight entrance size at Exhibition Hall 1: Height 6m/ Width 4m
 - Heavy equipment and overweight Freight must be approved in advance by the Secretariat.
 - Vehicles exceeding 5 tons are not permitted to enter the exhibition hall.
- The above schedule is subject to change depending on the organizer’s circumstances.

3. Utility Services Schedule

Category	Details	Date & Time	Responsible
Electricity	Shell Scheme / Premium Booth	Power available from April 21 (Tue), 16:00 ※ A standard 1kW electrical connection is provided by the organizer. Additional electricity must be ordered separately.	BEXCO
	Space Only Booth	Power available from April 21 (Tue), 16:00 ※ The organizer will provide only the main power supply line. Secondary electrical wiring and socket connections inside the booth must be arranged by the exhibitor.	Exhibitor's designated contractor
	Temporary Power for Construction	Separate application required in advance	BEXCO
Telephone/ LAN		Internet(LAN) service available from April 21 (Tue), 16:00 ※ Only for applicants	Official contractor
Compressed Air		Compressed Air available from April 21 (Tue), 16:00 ※ Only for applicants	Official contractor
Water & Drainage		Water supply available from April 21 (Tue), 16:00 ※ Only for applicants	Official contractor
Exhibitor Badge Pickup		April 21 (Tue), 11:00 – 19:00 , Entrance, Exhibition Hall 1	BEXCO

Notes

- Additional utility service requests will not be accepted by phone. Please submit *Form 1: Utility Services Order Form*.
 - Electrical consumption must not exceed the ordered capacity.
- The above schedule is subject to change depending on the organizer's circumstances.

4. Exhibition & Move-out Schedule

Category	Date & Time	Details	Responsible	
Opening Day	Exhibition Hall Opening	08:00	Cleaning of aisles and common areas	BEXCO
April 22 (Wed)	Booth Cleaning & Exhibit Arrangement	08:00–09:30	Exhibitors are requested to bring their own cleaning tools	Exhibitor
	Visitor Admission	10:00		BEXCO
	Opening Ceremony	13:00 (Tentative)	Tape-cutting ceremony and exhibition hall tour	BEXCO
Exhibition Period (Exhibition Hours)	April 22(Wed) – 23(Thu) : 10:00–18:00 April 24 (Fri), 10:00–15:00	Organizer's on-site office in operation	BEXCO	
Exhibit Removal & Booth Dismantling	April 24 (Fri), 17:00–24:00 Same-day removal required	Packing and removal of exhibits before closing is not permitted	Exhibitor	

Notes

- On April 22, visitor admission may be temporarily restricted due to the opening ceremony.
- The above schedule is subject to change depending on the organizer's circumstances.

III. Exhibition Guidelines

1. Terms and Conditions for Exhibitors

Article 1. DEFINITION OF TERMS

1. "Exhibitor" means a company, cooperative, or organization submitting an application to participate in the exhibition.
2. "Exhibition" refers to the International Nuclear Expo 2026.
3. "Organizer" refers to BEXCO and KAIF(Korea Atomic Industrial Forum).

Article 2. APPLICATION AND PAYMENT

The application form and 50% of the participation fee must be submitted to BEXCO. Space will be allocated based on application order and standards. Remaining balance due by March 13, 2026.

Article 3. PARTICIPATION FEE

The participation fee is KRW 2,970,000 per booth for space only, KRW 3,300,000 per standard shell scheme booth, and KRW 3,520,000 per premium shell scheme booth.

Article 4. DESCRIPTION OF PARTICIPATION FEE

The participation fee shall include the space, 24-hour hall security, aisle cleaning, promotional activities, and exhibit directory listing.

Article 5. BOOTH ALLOCATION

1. The Organizer shall allocate exhibit spaces considering the order in which the applications were received, the features of the items to be exhibited, and other reasonable standards.
2. If any special condition occurs, the space allocated to an Exhibitor may be changed at any time before the exhibitor move-in period. Such a change shall be made at the Organizer's own discretion, and all claims for any such change are expressly waived by the Exhibitors.

Article 6. INSTALLATION AND REMOVAL

Installation and removal must be completed within designated periods. Delays or damages due to the Exhibitor's fault will incur penalties.

Article 7. EXHIBIT COORDINATION

Exhibitors shall provide descriptions of their exhibits before their construction and must ensure compliance with the regulations and restrictions on booth design and activities. Exhibitors shall also agree to provide the Organizer with the necessary information to facilitate the overall promotion of the International Nuclear Expo 2026.

Article 8. INSURANCE, SECURITY AND SAFETY

Exhibitors are required to obtain comprehensive all-risk insurance coverage for all equipment and products used during the Exhibition, including during setup and dismantling periods. While the Organizer will implement appropriate security measures to safeguard the interests of Exhibitors and visitors, the Exhibitor remains fully responsible for any loss, theft, or damage to property belonging to the Exhibitor. All materials used in booths and displays must be fireproof in compliance with local fire and safety regulations. The Organizer reserves the right to restrict or prohibit any construction or demonstrations that may pose potential safety hazards.

Article 9. BOOTH MANAGEMENT

Exhibitors are required to display the products announced in their application and to staff their booths with qualified personnel during the official opening hours of the Exhibition. All exhibitor activities must be confined within the boundaries of their assigned booth. Exhibits must be consistent with the theme of the Exhibition. The Organizer reserves the right to restrict or remove any exhibits that may detract from the overall character or integrity of the Exhibition.

Article 10. SALE OF DISPLAYED ITEMS

The primary purpose of participation in the Exhibition is to display and/or demonstrate equipment, supplies, and services. Cash sales within the assigned exhibit space are strictly prohibited. However, sales conducted within a designated area specifically allocated by the Organizer are exempt from this restriction. All taxes and any matters related to such sales activities are the sole responsibility of the Exhibitor.

Article 11. LIABILITY

The Organizer shall not be held liable for any loss or damage to the Exhibitor's property, nor for any injury to persons arising from any cause whatsoever. All claims for such loss, damage, or injury are hereby expressly waived by the Exhibitor.

Article 12. CHANGE OR CANCELLATION OF THE EXHIBITION

The Organizer may cancel all or part of the Exhibition for reasons beyond its reasonable control. In such cases, the Organizer will refund to the Exhibitor a pro-rata portion of any participation fees already paid. However, in the event of force majeure or other compelling circumstances not attributable to the Organizer, the Organizer reserves the right to postpone, shorten, partially or completely close, or cancel the Exhibition. In such cases, the Exhibitor shall not be entitled to any refund, compensation, or claim against the Organizer for loss or damage arising therefrom.

Article 13. CANCELLATION OF PARTICIPATION

1. The Organizer reserves the right to terminate the participation contract if the Exhibitor fails to occupy the allocated booth space, breaches any provision of the participation contract or the BEXCO Exhibition Hall Regulations, or fails to comply with the payment schedule.
2. If the Exhibitor cancels all or part of the contracted booth space, a written notice of cancellation must be submitted. The Exhibitor shall be liable for a cancellation fee as follows:
 - * Up to 30 days before the Exhibition: 50% of the total participation fee
 - * Within 30 days before the Exhibition: 100% of the total participation fee

Article 14. SUPPLEMENTARY REGULATIONS

The Organizer may establish supplementary or additional regulations related to the Exhibition. Exhibitors shall comply with such regulations as well as all relevant rules of BEXCO.

Article 15. SETTLEMENT OF DISPUTES

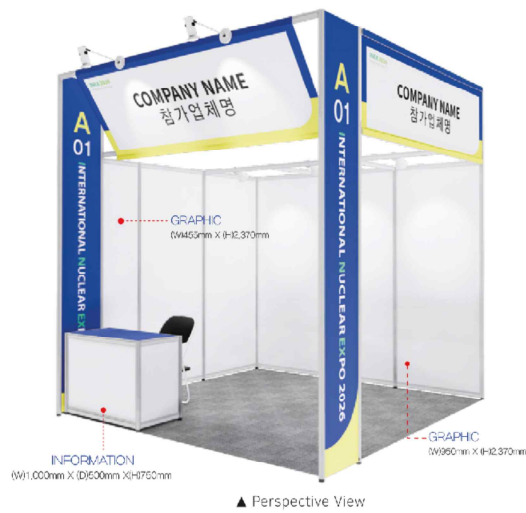
Any disputes arising between the Organizer and the Exhibitor concerning these Terms and Conditions or the mutual rights and obligations shall be resolved by the Korean Commercial Arbitration Board located in Busan. The decision of the Arbitration Board shall be final and legally binding on both parties.

IV. Booth Specifications & Construction Guidelines

1. Shell Scheme/ Premium Booth Specifications

A. Shell Scheme Booth includes;

Shell Scheme SIZE: 3,000*3,000*3,230(H)mm



Built-up octanorm booth (3mx3mx2.38m), Fascia board (company name banner), Information desk and chair Set (1), Two arm spotlights and three spotlights, and one electrical outlet (1kW), Floor carpet

B. Premium Shell Scheme Booth includes;

Premium Shell Scheme SIZE: 3,000*3,000*3,230(H)mm



Built-up octanorm booth (3mx3mx2.38m), Fascia board (company name banner), LED Post, Information desk and chair Set (1), Meeting table and three chairs, Two arm spotlights and three spotlights, One electrical outlet (1kW), Floor carpet

※ Side walls may vary depending on booth location. The illustration is for reference only.

C. Electricity : A standard 1 kW electrical supply per booth will be provided. This power supply is intended for spotlights and arm spotlights for the fascia signboard.

D. Booth Wall Regulations (Shell Scheme Booths)

Nails, paint, double-sided tape, or similar materials must not be used on the walls of shell scheme booths (standard and premium). All display materials must be suspended from the upper frame using S-hooks or similar hanging devices. Damage to booth structures or exhibition hall facilities may result in repair charges to the exhibitor.

E. Furniture and Equipment Rental

- Only the furniture listed in the booth specifications is included in the booth package. Additional items must be ordered separately by the exhibitor and may be rented through BEXCO's designated contractors.
- Ordered furniture and equipment will be delivered to the exhibitor's booth; however, placement and arrangement are the responsibility of the exhibitor.
- *Key Contacts.*

Company Name	Website	Email	Tel (+82)
EXCO PROMOTION	www.excopr.co.kr	excopr7718@naver.com	051-740-7718
MICE BRO	www.micebro.com	micebro@micebro.com	051-740-8800
Erencom Service	erencom.com	esvbs@naver.com	051-740-8119

2. Space Only Booth

A. Space Only Booth Construction

Exhibitors with space only booths must appoint a contractor that complies with relevant laws and regulations, including BEXCO's designated contractors, to carry out booth construction (booth structure, fascia signboard, electricity, carpet, etc.). The selected contractor must be notified to the organizer.

- (1) Exhibition facilities and exhibits installed within the exhibition hall must **not exceed a height of 4.5m**. Installations using balloons or similar devices are not permitted. If unavoidable, prior consultation with the organizer is required.
- (2) Exhibitors must submit booth design drawings indicating the contractor's name and contact information through the **[BEXCO Exhibition Hall Work Registration System]** by **April 3** for prior approval, allowing sufficient time for any required modifications. If structural changes to the booth are required, approval from the organizer must be obtained in advance.

※ Booth Construction Application (Space-only Booth) : **Online registration**(<http://ok.bexco.co.kr>)
※ Inquiries: BEXCO Exhibition Center I Hall Manager's Office (+82-51-740-7451~2)
- (3) All booth construction regulations not specified above must comply with BEXCO's exhibition hall operating regulations and relevant guidelines.

B. Work Regulations

- (1) Booth installation and exhibit arrangement must be completed within the designated time

period. If additional time is required, exhibitors must contact the Exhibition Secretariat before 17:00 on the same day to confirm applicable overtime charges (hall usage, security, electricity, etc.), submit a separate application form, and obtain approval before continuing work. Unauthorized overtime work is strictly prohibited.

- (2) Booth dismantling must be completed **by midnight on April 24 (the last day of the exhibition)**. Overtime work will not be permitted on the dismantling day.

C. Safety Management for Booth Construction Materials and Installation

- (1) If booth installations exceed the permitted scope, interfere with neighboring booths, or are installed without approval, the Secretariat may impose restrictions. In severe cases, electricity supply to the booth may be suspended under the name of neighboring exhibitors, and all related costs will be borne by the exhibitor.
- (2) During booth construction and dismantling, exhibition materials, structures, and exhibits must not be stored in public aisles. Exhibitors are fully responsible for waste disposal and maintaining cleanliness within their booths. No materials may be placed in front of emergency exits or fire hydrants.
- (3) All materials used for booth construction must be fire-retardant or non-combustible in accordance with fire safety regulations. Decorative materials such as fabrics, curtains, and backdrops must be treated with fire-retardant materials. The organizer reserves the right to remove materials that do not comply with fire safety regulations.
- (4) The maximum booth height, including two-story structures, must not exceed 4.5 m. Multi-story booths require structural calculations and prior approval from BEXCO Exhibition Hall Management at least 20 days before construction begins.
- (5) Exhibitors wishing to bring hazardous materials (e.g., LPG, gasoline) into the exhibition hall must obtain prior approval from the Exhibition Secretariat. Items not approved in advance will not be permitted in accordance with BEXCO's exhibition hall operating regulations and relevant safety rules. If approval is granted, exhibitors must submit the prescribed application form prior to bringing such materials into the venue.
- (6) The use of power tools such as electric planers, electric saws, welding machines, and compressors is not permitted inside the exhibition hall. Cutting, welding, or any work generating dust or sparks is strictly prohibited inside the exhibition hall.
- (7) Adhesives used for carpet installation must be removable and must not damage the exhibition hall floor. Any damage to the floor must be repaired or restored to its original condition at the exhibitor's expense.
- (8) Exhibitors displaying heavy exhibits must notify the organizer in writing of the weight and specifications of the exhibits prior to move-in and ensure proper load distribution within the allocated booth area. **(The maximum allowable floor load is 5 tons/m²)**
If necessary, exhibitors may be required to install load distribution plates.
- (9) Exhibits must not be fixed to the exhibition hall floor using anchors, nails, or similar methods.

Any damage to the exhibition hall caused during installation or dismantling must be repaired at the exhibitor's expense.

(10) The booth floor height must not exceed 5cm above the aisle floor level. Booths must allow wheelchair access, and any edges facing the aisles must be gently sloped to ensure visitor safety.

(11) Ceiling structures are not permitted for fire safety reasons.

D. General Regulations

(1) Protection of Exhibits

The organizer will provide 24-hour security services in the exhibition hall during the exhibition period, including the booth installation and dismantling periods. However, the ultimate responsibility for the protection of exhibits and prevention of loss or damage rests with the exhibitor. Exhibitors are advised to assign booth staff at all times or arrange appropriate insurance coverage.

(2) Sound Restrictions

Exhibitors may use audio equipment for promotional purposes; however, sound levels must be kept to a minimum to avoid disturbing neighboring booths. Sound pressure levels must not exceed **75 dB**, and speakers must not be directed toward adjacent booths. The organizer reserves the right to require relocation of sound sources or to disconnect power if necessary.

(3) Cleaning

Waste generated during booth construction and dismantling must be removed by the exhibitor. If materials such as plastic, wood, or glass are left in or around the exhibition hall, disposal costs will be charged separately.

(4) No Smoking

Smoking is strictly prohibited inside the exhibition hall. Smoking is permitted only in designated smoking areas.

(5) Failure to Occupy Booth

If exhibits are not installed within the specified time limit, the organizer reserves the right to use the booth space for other appropriate purposes.

(6) Subletting

Exhibition space may not be sublet or reassigned without prior approval from the organizer. Violations may result in restrictions on the exhibitor's participation in the exhibition.

(7) Insurance

All exhibitors are responsible for insuring their exhibits against all risks from the point of departure to the final return after the exhibition.

E. Safety and Fire Regulations

(1) The organizer may request exhibitors to take corrective measures related to fire prevention at any time, and exhibitors must comply immediately.

(2) The use or entry of explosive or flammable materials within the exhibition hall is strictly prohibited. Exceptions may be granted only in limited cases for demonstration purposes with

prior approval from the organizer.

(3) The following hazardous materials are **not permitted** inside the exhibition hall:

- Flammable liquids such as gasoline and kerosene, and flammable gases such as propane or compressed gases
- Cooking heaters and explosive materials
- Any other items deemed to pose a risk of fire, explosion, or other accidents

3. Utility Services

Utility services such as electricity, telephone, water supply and drainage, and compressed air will be arranged and installed by the Secretariat upon request from exhibitors.

Please submit the application for utility services (electricity, internet, compressed air, water supply and drainage, etc.) using [Form 1].

※ Space-only booths are not provided with basic electricity. Therefore, exhibitors with space-only booths must complete and submit [Form 1].

A. Electricity Regulations

※ All electrical installations must comply with BEXCO's electrical safety regulations and applicable local electrical codes.

(1) Power Supply

Electric power will be supplied to exhibitors upon request as 220V (single-phase) or 380V (three-phase).

a. Installation Details

Space-only Booths	<ul style="list-style-type: none">- The organizer will install only the main power line. Electrical installation inside the booth must be carried out by the exhibitor through a qualified electrical contractor.- All electricity usage, including lighting, must be applied for in advance.
Shell Scheme Booths (Basic/Premium)	<ul style="list-style-type: none">- The organizer will install the main power line, lighting fixtures, and electrical outlets as part of the standard booth package.- If additional electricity is required for operating exhibits beyond the lighting provided, exhibitors must apply for additional power supply.

b. Selection of Electrical Contractor

Exhibitors with space-only booths must appoint a qualified electrical contractor in accordance with relevant regulations or select a contractor registered with BEXCO's designated contractors list.

(2) *Voltage* : The standard power supply inside the exhibition hall is 220V single-phase. Exhibitors requiring 110V power must prepare and use their own step-down transformer.

(3) Power Supply Hours

Electricity to booths will be supplied from one hour before the exhibition opening until 30 minutes after the exhibition closing each day. Exhibitors requiring 24-hour power supply must apply

separately for continuous power through the organizer.

(4) Protection Against Power Failure

If the nature of the exhibits may result in damage in the event of a power failure, exhibitors must install appropriate safety devices and take necessary preventive measures in advance. The organizer shall not be responsible for any damage caused by power interruptions.

(5) Electrical Safety

Connecting multi-plugs or extension devices directly to electrical outlets may cause overload and increase the risk of fire. For safety reasons, all electrical installation and wiring must be carried out only by the officially designated electrical contractor.

(6) Power Capacity Application

Exhibitors must apply for the required electrical capacity, including power for lighting and equipment operation. This requirement is necessary to prevent accidents and ensure overall safety in the exhibition hall.

If a fire or other damage occurs due to electrical overload caused by an exhibitor, the exhibitor responsible shall be liable for appropriate compensation.

(7) Installation of Lighting Equipment

When installing lighting fixtures such as decorative lights, fluorescent lamps, or incandescent lamps, exhibitors must take necessary precautions to prevent fire hazards and protect visitors from potential burns. Materials used in the installation area must be non-combustible.

a. Temporary Power During Installation Period

Exhibitors requiring temporary power for machinery assembly, adjustment, test operation, or for the installation and dismantling of booth structures during the installation period must apply for temporary power supply through the organizer.

However, the use of power tools such as compressors, electric planers, electric saws, and electric grinders is prohibited inside the exhibition hall.

b. Electrical Maintenance During the Exhibition

Repair or maintenance of electrical facilities within booths during the exhibition period requires prior approval from the organizer.

(8) Floor Electrical Facilities

Electrical facilities are installed beneath the floor trench covers in the exhibition hall. Water must not be poured or spilled on the floor under any circumstances, including during cleaning.

B. Compressed Air

(1) Compressed air will be provided only to exhibitors who have applied for this service for the operation of equipment or related facilities. The supply will be available from 30 minutes before the exhibition opening until 30 minutes after the exhibition closing each day.

(2) Exhibitors applying for compressed air must notify the organizer in advance of the hose connection location, taking into consideration the layout and arrangement of their exhibits.

(3) The standard specification is a 9mm hose connected to a 20 mm utility trench, with a

maximum pressure of 5 kg/cm². If specifications different from the standard are required, additional installation charges will apply.

※ If damage to equipment during test operation is anticipated due to pressure fluctuations, exhibitors must install appropriate protective devices at their own expense.

(4) After the exhibition closes each day, exhibitors must shut off the water supply and compressed air valves and conduct a safety check.

(5) The service fee (KRW 220,000 each) will not be adjusted after the exhibition.

C. Water Supply and Drainage

(1) Water supply and drainage will be installed using a 15 mm water supply pipe and a 25 mm drainage pipe connected to the underground utility system. The standard water pressure is 3 kg/cm².

(2) The service fee (KRW 220,000 each) will not be adjusted after the exhibition.

D. Internet

(1) Internet service will be installed only for exhibitors who have applied in advance. One wired LAN connection will be provided per computer.

(2) The use of wired or wireless routers is not permitted. If the use of a router causes disruption to the exhibition hall network, the exhibitor responsible will be liable for all related costs and damages.

(3) The internet service fee (KRW 165,000 per line) will not be adjusted after the exhibition.

(4) Additional internet installation cannot be requested after the installation period has begun.

(5) Exhibitors must configure the PC IP settings themselves after the LAN cable connection is completed.

- **IP Configuration (Automatic IP Assignment)**

Network Connection → Properties → Network (TCP/IP) Properties → Enable → Obtain an IP address automatically → Obtain DNS server address automatically

- After connecting the LAN cable, restart the PC to obtain the IP address automatically.

- Internet Provider : LG U+ Tel. +82-51-740-7700

E. Equipment Usage

The use of special equipment such as forklifts must be arranged directly by the exhibitor with the relevant service provider, and all related costs must be settled by the exhibitor.

※ Forklift & Material Handling Services Provider

Company Name	Tel. (+82)	email
City rental	051-702-9905	ymj082424@naver.com
Yuseon	010-3876-2444	anchulsoon67@naver.com
HaebyeonJung-Gi	051-731-2500	hebyeon21@naver.com

F. Visitor Management System

(1) The Visitor Management System allows exhibitors to efficiently collect and utilize information

about visitors who visit their booths.

- (2) All visitors will receive an entry badge containing their registered information prior to entering the exhibition hall. Exhibitors can simply scan the barcode on the visitor's badge using the reader to collect visitor information and areas of interest in Excel format.

(Visitor data will be sent to the exhibitor's designated email address **after the exhibition closes.**)

Contact: MICE Communication Tel. +82-51-740-7480 Email: dylee@mythcomm.kr

4. Move-in of Exhibits

Floor Load	Indoor exhibition halls: 5 tons/m ² , Outdoor exhibition areas: 1.2 tons/m ² - Floor load capacity may vary depending on the booth location. - If heavy exhibits or Freight exceeding 3 tons need to be brought into the exhibition hall, exhibitors must obtain prior approval from the Exhibition Secretariat and submit the required documentation in advance.
Freight Entrance	<ul style="list-style-type: none">• Entrance height: 6 m/ width: 4 m• Vehicles exceeding 5 tons are not permitted to enter the exhibition hall.

A. Vehicle Access to the Exhibition Hall

(1) After 14:00 on April 21 and during the exhibition period (April 22–24), vehicle access to the exhibition hall is strictly prohibited in order to protect booths and exhibits.

(2) During the installation and dismantling periods, freight vehicles are allowed to enter the exhibition hall regardless of the number of vehicles. However, after 14:00 on April 21 (Tue), vehicle access to the exhibition hall will no longer be permitted, and any vehicles parked inside the hall must be moved outside the exhibition hall.

※ During the installation and dismantling periods, vehicles registered as freight vehicles will be allowed free parking for up to 3 hours in the freight parking area. (Passenger cars and SUVs are not eligible.)

B. Move-in of Exhibits

(1) Move-in and move-out of exhibits must be carried out only during the designated hours. Packing materials and containers used during transportation must be removed by the exhibitor at their own responsibility.

(2) During the exhibition period, additional installation, arrangement, or replacement of exhibits is not permitted. If replacement of exhibits is unavoidable, it may only be carried out outside exhibition hours with prior approval from the organizer.

(3) During the move-in period, a person responsible for the exhibits must remain at the booth at all times. The organizer shall not be responsible for any loss or damage to exhibits occurring during the installation or move-in period.

- (4) Exhibitors requiring forklifts during move-in or move-out must arrange the service directly with a freight forwarder or forklift service provider in advance.
- (5) Please note that no storage space for Freight or packing materials is available inside the exhibition hall.

5. Booth Dismantling and Move-out of Exhibits

A. Dismantling of Booth Structures

(1) Space-only Booths

All booth structures, decorations, and remaining materials must be completely removed during the designated dismantling period. If any structures or materials remain in the exhibition hall after the dismantling period, the organizer reserves the right to remove them at its discretion, and all related costs will be charged to the exhibitor.

(2) (Premium) Shell Scheme Booths

Exhibitors using shell scheme booths must remove any additional structures, decorations, and interior items installed within their booths during the dismantling period.

B. Move-out Procedures for Exhibits

- (1) Removal of exhibits during the exhibition period is strictly prohibited. In exceptional cases, exhibits may only be removed with prior approval from the organizer.

※ Move-out procedure:

Exhibit Removal Pass issuance → Completion of the form → Organizer's approval → Submission to security personnel → Removal of exhibits

- (2) During move-out and dismantling, any remaining materials such as plastic, wood, or glass left inside or around the exhibition hall will be disposed of by the organizer, and the disposal costs will be charged to the exhibitor.

6. Booth Events

A. Events held within exhibitor booths must be consistent with the purpose of the exhibition and must not cause disturbance to neighboring booths through excessive noise, lighting, smoke, or other effects.

B. If an exhibitor's activities cause disturbance or damage to other booths, the Exhibition Secretariat reserves the right to request suspension of the activity.

7. Cleaning and Waste Disposal

A. During the exhibition period, the organizer will clean aisles and common areas within the exhibition hall. However, exhibitors are responsible for cleaning inside their booths and for removing large-volume waste and industrial materials generated during booth installation and dismantling (e.g., wood, plastic sheets, Styrofoam, boxes).

B. General waste generated during the exhibition period should be sealed in plastic bags and placed in the waste collection bins located outside the exhibition hall after closing hours, where

it will be collected by cleaning staff.

C. Exhibitors are requested to minimize food waste inside the exhibition hall. If food waste is generated, it must be disposed of using designated waste disposal bags.

8. Duty-Free Items

In accordance with Korean Customs regulations, the following items may be imported duty-free for exhibition purposes:

A. Catalogues, pamphlets, photographs, and exhibitor advertising materials

B. Samples (excluding alcoholic beverages, tobacco products, and food items) and souvenirs (such as badges and medals), provided that the value per item does not exceed CIF USD 5.00, and the total value and quantity are within limits acceptable to the customs authorities. The final decision on duty exemption is subject to Korean Customs regulations.

C. Paint, varnish, and wallpaper required for booth construction and installation
(Provided that the total value and quantity are within limits acceptable to customs authorities.)

D. Consumable or expendable materials used for operating machinery during the exhibition, subject to approval by the customs authorities.

9. Exhibitor Promotion

A. Pre-Exhibition Promotional Activities

(1) Prior to the exhibition, exhibitors are encouraged to distribute the mobile invitations provided by the organizer to relevant business contacts. Invitations should be sent well in advance to ensure that a large number of industry professionals visit the exhibition during the event period.

(2) Exhibitors may prepare and distribute printed materials and promotional items in advance for marketing and promotional activities targeting visitors during the exhibition.

(3) For effective promotion, exhibitors are advised to provide adequate training to temporary staff or hostesses hired for the exhibition. Training should include information about the company, product features, appropriate attire, professional conduct, communication style, and customer consultation guidelines.

B. On-site Promotional Activities

(1) Exhibitors wishing to distribute promotional publications or materials related to their exhibits may do so only within their own booth space, and distribution must be conducted in an orderly manner under the supervision of booth staff.

(2) If promotional materials distributed by exhibitors cause littering or untidiness in the exhibition hall, the exhibitor must immediately clean and remove such materials. The organizer reserves the right to restrict the following promotional activities:

- indiscriminate distribution of souvenirs within booths
- posting promotional materials or posters outside the exhibitor's booth
- installation of advertising balloons, flags, banners, or similar displays

- any promotional activities deemed inconsistent with the purpose of the exhibition

(3) Exhibitors may conduct surveys within their own booths, but surveys conducted outside the booth area are not permitted.

(4) During the exhibition period, exhibitors may not display recruitment advertisements, including signboards or brochures related to employment opportunities.

C. Exhibitor Events within Booths

(1) Exhibitors may organize promotional events within their booths during the exhibition period, provided that such activities do not disrupt the exhibition environment or cause inconvenience to neighboring booths.

(2) Booth events must be consistent with the purpose of the exhibition and must not cause disturbance to neighboring booths through excessive noise, lighting, smoke, or other effects. Events must also avoid overly aggressive promotional performances that could provoke unnecessary competition among exhibitors.

If complaints are raised by neighboring booths or visitors experience inconvenience, the organizer reserves the right to suspend the event, even if it has previously been approved.

(3) Live broadcasting, recording, or filming by television or radio arranged by the exhibitor requires prior approval from the organizer.

(4) If the content of a booth event differs from the plan submitted to the organizer, the organizer may take corrective actions including suspension of the event. Exhibitors may not claim compensation from the organizer for any losses resulting from such actions.

V. Venue Access & Transportation

1. Parking & Vehicle Access

A. Installation and Dismantling Period

(1) During the move-in (installation) and dismantling periods, freight vehicles registered as commercial cargo vehicles will be eligible for free parking for up to three hours in order to facilitate the move-in/out of exhibits and booth construction work by exhibitors and contractors.

(2) The free parking benefit is limited to registered cargo vehicles only. Allowing passenger vehicles would increase congestion around the freight entrance area and complicate the vehicle verification process at the parking entrance, which may cause inconvenience for vehicles engaged in actual loading and unloading operations.

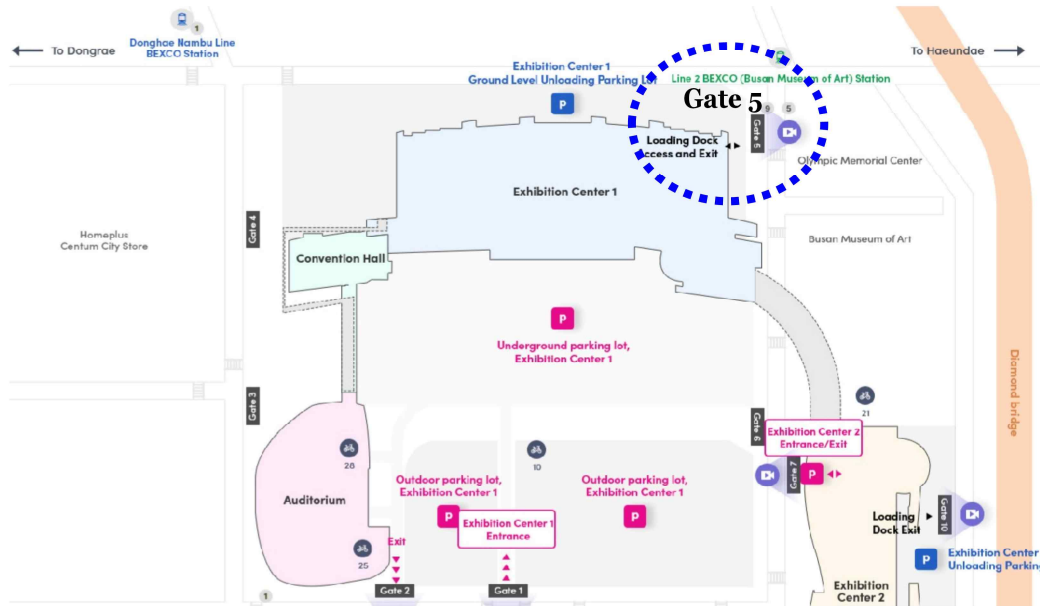
(3) Criteria for Free Parking (Applicable to registered cargo vehicles only)

- Applicable period: Installation and dismantling periods (April 20–21 and after 18:00 on April 24)
- Number of vehicles: No limit
- Validity period: The free parking period is valid for up to three hours from the time the vehicle enters BEXCO through the freight entrance
- Eligible vehicles: Cargo vehicles only (vehicles registered as commercial freight vehicles with

license plates in the 80–90 series according to the vehicle registration certificate). Automatic license plate recognition system will be applied.

※ The above-mentioned cargo vehicles must enter the designated freight parking area located behind the exhibition hall (Gate 5) in order to receive the free parking benefit.

B. Freight Parking Location Map



C. Freight Vehicle Access Procedure

Enter Freight Parking Area [Rear of BEXCO] (*Freight vehicle verification*) → Park in Freight Zone → Complete Loading/Unloading (within 3 hours) → Exit Parking Gate (Parking time checked)

D. Parking Registration Service During the Exhibition Period

(1) For the convenience of exhibitors, the organizer provides a parking registration service during the exhibition period. Exhibitors wishing to register their vehicles are requested to complete [Form 7: Exhibitor Short-term Parking Application] and submit it to the Exhibition Secretariat by April 3, 2026. (*If vehicle registration is not completed within the designated period, parking passes will be issued instead.*)

a. Parking Registration : Unlimited Entry & Exit / Parking Pass : Single Entry Only

b. Number of Vehicles Provided by Booth Size

Booth	Number of Vehicles Allowed
1–2 booths	1 vehicle
3–5 booths	2 vehicles
More than 5 booths	3 vehicles

(2) Validity period for vehicle registration: April 21 (Tue) – April 24 (Fri), 2026 (4 days)

E. Passenger Vehicle Parking

During the exhibition period, passenger vehicles parked for staff presence or other purposes are subject to parking fees.

Vehicle Type	Parking Fee
Passenger vehicles, vans (under 15 seats), and freight vehicles (under 2.5 tons)	KRW 450 per 10 minutes (Maximum KRW 15,000 per day)
Large vans (15 seats or more) and freight vehicles (2.5 tons or more)	KRW 900 per 10 minutes (Maximum KRW 30,000 per day)

2. Getting to the Venue (BEXCO)

A. By Subway

- Centum City Station, Line 2
 - Exit No. 1, Centum City Station; approx. 50m to Exhibition Center 1
- BEXCO Station, Line 2
 - Exit No. 7, BEXCO Station; approx. 100m to Exhibition Center 1

B. By Bus (Bus Stops)

- Centum City Station BEXCO [09-136]
 - City buses : 5-1, 39, 40, 63, 107, 115, 141, 155, 181, 185, 141(night bus)
 - Express buses 1001, 1002, 1001(night bus)
- Centum City Station BEXCO [09-259]
 - City buses: 5-1, 39, 40, 63, 115, 141, 155, 181, 185, 141(night bus), 1001, 1002, 3001
- BEXCO Busan Museum of Art [09-717]
 - City buses: 31, 39, 40, 63, 100, 100-1, 115-1, 141, 181, 185, 200
 - Express buses: 3001
- Olympic Intersection Transfer Center [09-718 (Olympic Intersection, Dongbaek Station)]
 - City buses: 31, 39, 40, 63, 100, 100-1, 115-1, 141, 141(night bus), 181, 200
 - Express buses: 3006
- Olympic Intersection Transfer Center [09-725(Donghae Line BEXCO Station, Centum City Station)]
 - City buses185
 - Express buses3001
- BEXCO Station Olympic Intersection Transfer Center [09-376(Busan Southern Driver's License Examination Center)]
 - Express buses: 3001, 3006
- BEXCO [09-334(Lotte Department Store Centum City Station)]
 - City buses: 307
- BEXCO [09-335(Yachting stadium direction)]
 - City buses: 307
 - Express buses: Airport Limousine Bus 1

C. By AIR

- Bus : Gimhae Airport → BEXCO

- City Bus 307 : Get off at BEXCO Bus stop(09-335), Approx. 88min/ Fare: KRW 1,200
- Subway : Gimhae Airport → BEXCO Exhibition Center 1
 - Airport Station (Busan-Gimhae Line)
 - Transfer to Line 2 at Sasang Station (Line 2)
 - Get off at Centum City Station (Line 2)
 - Exit #1, Approx. 55min/ Fare: KRW 2,000
- Taxi : Gimhae Airport → BEXCO
 - Approx. 60min/ Estimated Fare: KRW 44,000

D. By KTX/SRT

- Bus : Busan Station → BEXCO
 - Express bus 1001 : Get off at BEXCO Centumcity Bus stop (09-136), Approx. 42min/ Fare: KRW 1,700
 - City bus 40 : Get off at BEXCO Centumcity Bus stop (09-136), Approx. 52min/ Fare: KRW 1,200
- Subway : Busan Station → BEXCO Exhibition Center 1
 - Busan Station (Line 1)
 - Transfer to Line 2 at Seomyeon Station (Line 2)
 - Get off at Centum City Station (Line 2)
 - Exit #1, Approx. 40min/ Fare: KRW 1,500
- Taxi : Busan Station → BEXCO
 - Approx. 40min/ Estimated Fare: KRW 19,000

Appendix : Exhibitor Submission Forms.