

Important Information for exhibitors

Services A-Z

(last changes August 09, 2022)

For a smooth planning and your successful participation for **air cargo forum Miami** (founded by TIACA) and **transport logistic Americas**, please find below a summary of our services & service partners as well as general information.

Accommodation	Official Housing Partner: Connections Housing, USA Phone: +1 702-476-6976 E-Mail: MMG@connectionshousing.com Individual Hotel Booking Exhibitor subblock request
ATM at MBCC	Several ATM machines are located in the pre-function space of the Miami Beach Convention Center for our attendees to use.
Business Center at MBCC	Unfortunately not operating
Carpets/Flooring System	Contact: Vista South Convention Services
Catering (Booth)	The exclusive partner for catering at the Miami Beach Convention Center is Centerplate. Menu and order forms are available in the Online Exhibitor Portal Contacts: Mr. Andrew Brailsford, mail: andrew.brailsford@centerplate.com Ms. Ruby Figueroa, mail: ruby.figueroa@centerplate.com phone: +1 (786) 276-2715
Cleaning (Booth)	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South Convention Services
Coat & Luggage check	available at the foyer area / entrance to hall C_D
Co-exhibitor	Additional companies presenting their products & services with own staff at the booth of a main exhibitor must be registered as a co-exhibitor. Please use the co-exhibitor form for registration. Co-exhibitor fee is USD 350 plus USD 90 registration fee. Each co-exhibitor will receive 3 exhibitor passes and is included in the exhibitor directory.
Customs Clearance	Customs Clearance is the responsibility of your shipping company. For warehousing and delivery to fairground and on-site handling of your shipping you need to get in touch with our general contractor Vista South Convention Services. All details are available in the Online Exhibitor Portal.
Exhibitor Set up	Tuesday, November 07: 10am – 10pm Booth packages booked with Messe München are ready for occupation from 02pm Additional/ earlier set up times might be possible but need to be agreed with the General Contractor

Exhibitor Moveout	Thursday, November 12 from 04.30pm – 12am Friday, November 13 from 8am – 02pm
Electrical order:	Electrical Services are provided by Edd Helms Group All details are available in the Online Exhibitor Portal provided by Vista South
Exhibitor passes	Exhibitor Portal by Cirodata Register your exhibitor passes at the Exhibitor Portal by Cirodata. You have 3 exhibitor badges included per 100 sq ft. For co-exhibitors you have a total of 3 badges included. If you need more, please contact us at transportlogistic-exhibitions@messe-muenchen.de Exhibitor passes will not be sent out in advance. You may get your passes at the registration area / self-service station at the fairground starting from Monday, November 7 from 12pm
Exhibitor Directory	All exhibitors and co-exhibitors are shown in the online Exhibitor Directory. A search function with product categories is available. link: https://acfm1a2022.expofp.com/
Fairground address	Miami Beach Convention Center 1901 Convention Center Drive Miami Beach, FL 33139 Important: For customs clearance process the recipient of goods cannot be the fairground address as well as the organizers address. Customs clearance must be arranged by freight forwarder.
First Aid	First aid station is located on the second floor of the MBCC
Furniture Rental	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South
Graphics (Stand)	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South
Host/Hostess	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South
Internet Access	Network and telephone services at the MBCC are provided by Smart City. Contact: Smart City Networks -- Miami Beach Convention Center O: +1 (786) 276-2656, https://www.smartcitynetworks.com
Lead Management:	Provided by Cirodata with Fusion Exhibit Cirodata offers two lead capture options to enable you to maximize your return on investment. Choose from a data barcode scanner or the lead capture app to capture the business leads you generate on your stand into contacts you can follow up and convert into new clients after the event.
Labor (Display, Set up)	The MBCC is a union building with specific rules and regulations. Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South

Marketing Banner	Provided by Cirodata with Fusion Exhibit Just uploaded your logo to create your individual banner for your email signature and individual promotion campaigns.
Materials Handling	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South
Meeting Rooms	Meeting rooms for rental during exhibition opening hours are available on request. Contact: Messe München Ms. Katrin Leideritz / Ms. Daniela Thumfart Email: katrin.leideritz@messe-muenchen.de daniela.thumfart@messe-muenchen.de
Multimedia Rental	The inhouse partner for Audio Visual Equipment at the Miami Beach Convention Center is Everlast Production. Contact: Mr. Danny Leon, email: dleon@everlastproductions.com
Opening hours (Visitors)	Tuesday, November 08, 10am – 6pm Wednesday, November 09: 10am – 6pm Thursday, November 10: 10am – 4pm
Parking	Please visit Miami Beach Convention Center website for directions and parking https://www.miamibeachconvention.com/directions
Flowers & Plants	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South
Public Transportation	Miami Beach provides a free trolley system from 6am-1am every Monday-Saturday and 8am-Midnight on Sundays. The Miami Dade Metro Bus system is also a great service. In addition to those options, there are free, eco-friendly ride services via Freebee or Swoop throughout Miami Beach.
Security (booth)	Contact: Global Security Solutions, LLC Phone: +1-855-357-0413 Info@globalsecuritysolutionsllc.com
Shipping Services	Contact: Vista South Convention Services Please order through the Online Exhibitor Portal provided by Vista South
Sponsorship	We offer a variety of options - pre and during the event - fitting your needs and budget. Contact: Messe München Ms. Katrin Leideritz / Ms. Daniela Thumfart Email: katrin.leideritz@messe-muenchen.de daniela.thumfart@messe-muenchen.de
Booth Construction	General Contractor: Vista South Convention Services Further partner: Nebula Exhibits https://www.aircargoforum.org/tradefair/for-exhibitors/#services
Technical Regulations	Please see the technical information in the Online Exhibitor Portal

Visa Service

Contact: TIACA - The International Air Cargo Association, Inc.
<https://www.aircargoforum.org/tradefair/for-exhibitors/#visa-service>
Please return filled in form to Ms. Rachael Negron, mail:
secretariat@tiaca.org

Visitor Invitation

Exhibitor Portal Fusion Exhibit by Cirdata
Just uploaded your logo to create your individual co-branded visitor
registration page for your individual promotion campaigns.

Wireless Internet WIFI

Complimentary wireless services, called "Free Internet," are available at
the MBCC. Complimentary WiFi is available in the lobby areas of the
Convention Center.