



Advanced Manufacturing Meetings **BajaCalifornia**

November 13-14, 2017 | Tijuana, MEXICO

PARTICIPANTS GUIDE

November 13th – 14th, 2017

Real Inn Tijuana Hotel

Paseo de los Héroes 9902, Zona Urbana Río Tijuana
Tijuana, Baja California
México, C.P. 22320

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For further questions please contact:

Pedro Tapia: ptapia@advbe.com

Soni Garcia: sgarcia@advbe.com

Dalia Andrade: dandrade@advbe.com



Event Program & Agenda

This program is only informative. You will be able to find the final version within your personal schedule.

Monday, November 13th:

08:30 am – Registration.

09:00 am – 01:00 pm > Opening ceremony & Conference Program.

01:00pm – 02:00 pm > Lunch break.

02:00pm – 05:30 pm > BtoB meetings & Workshops.

06:00 pm > Networking Cocktail (CECUT)

Tuesday, November 14th:

09:00 am – 12:30 pm > BtoB meetings & Workshops.

12:30 pm – 02:00 pm > Lunch.

02:00pm – 05:30 pm > BtoB meetings & Workshops.

05:30 pm > End of convention and materials Removed from Booth.



Reception Desk

Upon arrival at the Convention Center, all participants must go to the reception desk and collect their participant folders. Each participant folder contains the following items:

- ≈ Welcome Letter
- ≈ Schedule of Meetings
- ≈ Name tags
- ≈ Event program
- ≈ Additional Meetings Requests
- ≈ Layout of Advanced Manufacturing Meetings Baja California 2017
- ≈ Lunch Coupons



Booth Set-up



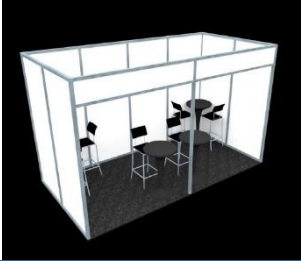
Advanced Manufacturing Meetings Baja California offers hard walled booths. **We strongly recommend you to bring graphics to customize your booth, or order custom-printed walls and fascia panels for a more professional appearance.** Noisy machines or sound systems are not allowed. Also make sure that all equipment and graphics you'll bring can actually fit inside your booth.

Set up time will be running from **03:00 pm to 07:00 pm on Sunday, November 12th, 2017.** For exhibitors unable to make it on Monday: We recommend you to arrive at **07:30 am on Monday, November 13th** to complete the set up and personalization of your booth.



Booth Details

Exhibitors are allowed to bring pop-up stands, roll ups and other graphics as long as they fit within the dimensions of the selected booth and do not stick out.

Basic Package 1 Table	Executive Package 4sqm (2 x 2 mts)	Premium Package 8 sqm (4 x 2 mts)
		
1 Meeting space with 2 Chairs.	2 Tables, 3 Chairs, Carpet and Fascia Board with the name of the company and power supply.	3 Tables, 6 Chairs, Carpet and Fascia Board with the name of the company and power supply.

For a detailed description of the features of each booth, [click here.](#)

For more questions please contact Pedro Tapia – ptapia@advbe.com

Extra Furniture & Rental

Our official supplier, “**COBA EVENTS**” offers an entire range of *furniture, equipment and printed materials* (banners, roll ups, etc). For quotes or placing orders, please contact:

Contact: Mr. Edwin Oropeza
Email: eoropeza@cobaevents.com

Tel: +52 (55) 6719 3071

Internet Access

Internet service is included; Real Inn Tijuana Hotel can provide you with this service during the event.

If you require Internet Access please contact Real Inn Tijuana Front Desk, they will provide your access code.

Be aware that ABE is not responsible for these services.

Business Lunch

A seated business lunch will be provided by ABE during the two business meetings days: Monday 13th and Tuesday 14th, inside the exhibition area, from 12:30 pm to 02:00 pm.

The business lunch is included for registered participants.

Coffee Break

You will be able to enjoy coffee and other beverages, free of charge, from 09:00 am to 12:00 pm and from 02:00 pm to 05:00 pm on November 13th and 14th.

Catering at your booth

Real Inn Tijuana Hotel is able to respond to any catering requests you may have. For this purpose, please contact:

Corina Solache - corina.solache@hotelesrealinn.com
T. +52 644 633 4000 Ext. 4064

Shipping & deliveries

If you wish to ship equipment or material supplies for your booth, be sure to use the following address:

Real Inn Tijuana Hotel
Paseo de los Héroes 9902, Zona Urbana Río Tijuana
Tijuana, Baja California
México, C.P. 22320
Tel.: +52 664 633 4000

Contact:
Ms. Michelle Velazco
E-mail: michelle.velazco@hotelesrealinn.com -
C.C.: ptapia@advbe.com

Also, indicate the **event's name** and your **company's name** on the label.

Shipments must be delivered on November 11th.

IMPORTANT NOTE: International companies must have a **Customs agent** for releasing shipments from customs.

ABE is not a custom broker and will not be responsible for packages stopped at customs.

Move Out

Exhibitors must have all their materials and equipment cleared from their booths by 06:00 pm on Tuesday, November 14th, 2017. **Your materials and equipment must be picked up from the convention center by your outbound carrier between the hours of 05:30 pm and 07:30 pm on November 14th.**

Networking Cocktail

ABE will host a cocktail reception for all participants. The cocktail will be held in “**El Cubo**” (**CECUT - Centro Cultural Tijuana**) at 6:00 pm on Monday, November 13th. Access is included for all the participants of the Convention presenting their badges



Click [here](#) to get “El Cubo” location.

Hotels & Accommodation

ABE has granted **COBA EVENTS** full exclusivity for all accommodation needs during the Advanced Manufacturing Meetings Baja California 2017. We strongly recommend you make all your bookings through our partner as this is the best way to find better rates and accommodation options.

Use the following link for a full list of hotels (and preferential rates) and to proceed with your booking:

<http://www.cobaevents.com/blog1.html>

Airline Agreements

Advanced Manufacturing Meetings Baja California 2017 in partnership with several airlines is offering discounts to fly to Tijuana City. To apply for these discounts, please read the following terms and conditions:



Reservation Code :
3644S

- 15% to 5% discount on round trip (Departing from International routes)
- It applies if departing from International destinations to Tijuana City Airport.
- If your flight is between November 07th to November 20th, you can use this reservation code
- Applies exclusively when purchasing directly on the web site:
<http://res.skyteam.com/Search/promoDefault.aspx?vendor=sky&promocode=3644S>



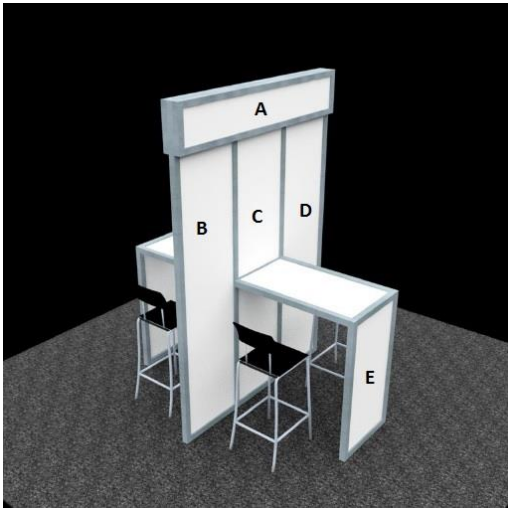
Reservation Code :
MEET17

- 10% discount on round trip.
- It applies if departing from National destinations to Tijuana City Airport.
- It applies in Optima and Priority Fare only.
- If your flight is between November 09th to November 18th, you can use this reservation code.
- Credit Card Payment Only.
- Applies exclusively when purchasing directly on the web site:
<https://www.interjet.com.mx/eventosinterjet.aspx> ⇒ ***This reservation code will be available from October 09th***



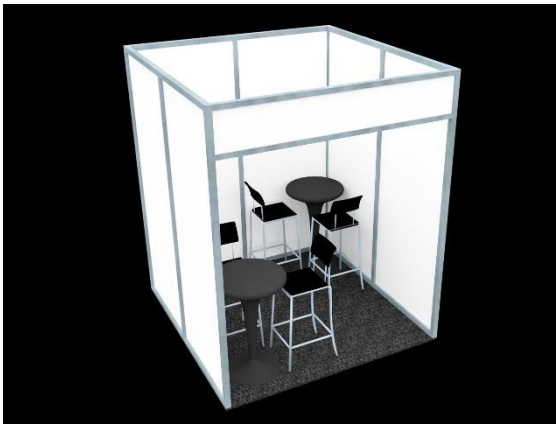
Reservation Code :
OW86A17

- Discount on round trip (Departing from International routes)
- It applies if departing from International destinations to San Diego International Airport or Mexico City Airport.
- If your flight is between November 05th to November 19th, you can use this reservation code.
- Applies exclusively when purchasing directly on the web site:
<https://events.oneworld.com/travel/web/oneworldhome>



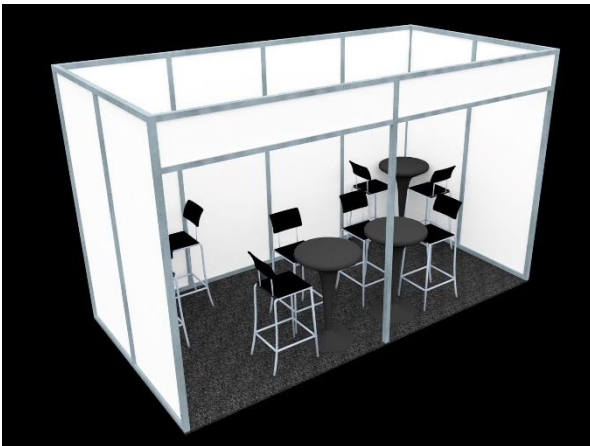
Basic Package

<u>Panels</u>	<u>Length:</u>	<u>Height:</u>
A	1.59 mts	0.265 mts
B / D	.515 mts	2.165 mts
C	.515 mts	1.07 mts
E	.515 mts	1.03 mts



Executive Package 4sqm (2 X 2mts)

<u>Panels</u>	<u>Length:</u>	<u>Height:</u>
6	0.955 mts	2.44 mts
1	1.94 mts	0.265 mts



Premium Package 8sqm (2 x 4 mts)

<u>Panels</u>	<u>Length:</u>	<u>Height:</u>
8	0.955 mts	2.44 mts
2	1.94 mts	0.265 mts

RETURN