



ILTM 2025 Breakdown Instructions

To ensure a smooth breakdown of the exhibition, we ask that the following information be passed to members of your staff who will be involved in the removal of your exhibits. A copy of this information has been emailed to all registered stand build contractors.

1. The Exhibition closes at 1700hrs on Thursday 4 December 2025. No exhibits or displays may be dismantled or removed before this time.
2. All contractor & exhibitor vehicles must approach the venue via Parking Pierre de Coubertin (for vehicles over 3.5T) or Parking de La Plage (for all vehicles under 3.5T). Please see map below which also states the opening times. Vehicles will be registered in order of arrival. Priority will be given to smaller vehicles and we estimate larger vehicle access from 2000hrs.
3. Anyone accessing the venue during dismantling without a valid pass will need to collect a contractor's pass from the portacabin located at Bistingo. Please ensure that you bring valid ID to receive your pass.
4. Donation Room – **NEW** for this year we are running a Donation Room. We welcome any items that you no longer need that will be distributed to support local communities & reduce waste. The materials accepted for this are:-
 - Stand Dressing i.e cushions, vases, lights etc.
 - Stationery i.e Notebooks & Pens
 - Small plants
 - Dry food i.e sweets, crisps, mints etc. As well as drinks – cans & closed bottles.

Please bring your donations to the Organisers Office on Thursday 4 December from 4pm onwards.

5. DURING DISMANTLING, DO NOT LEAVE VALUABLE GOODS UNATTENDED ON YOUR STAND, personal possessions are particularly vulnerable to theft or damage during this time.

THE ORGANISERS CANNOT BE HELD RESPONSIBLE FOR ANY LOSS OR DAMAGE.

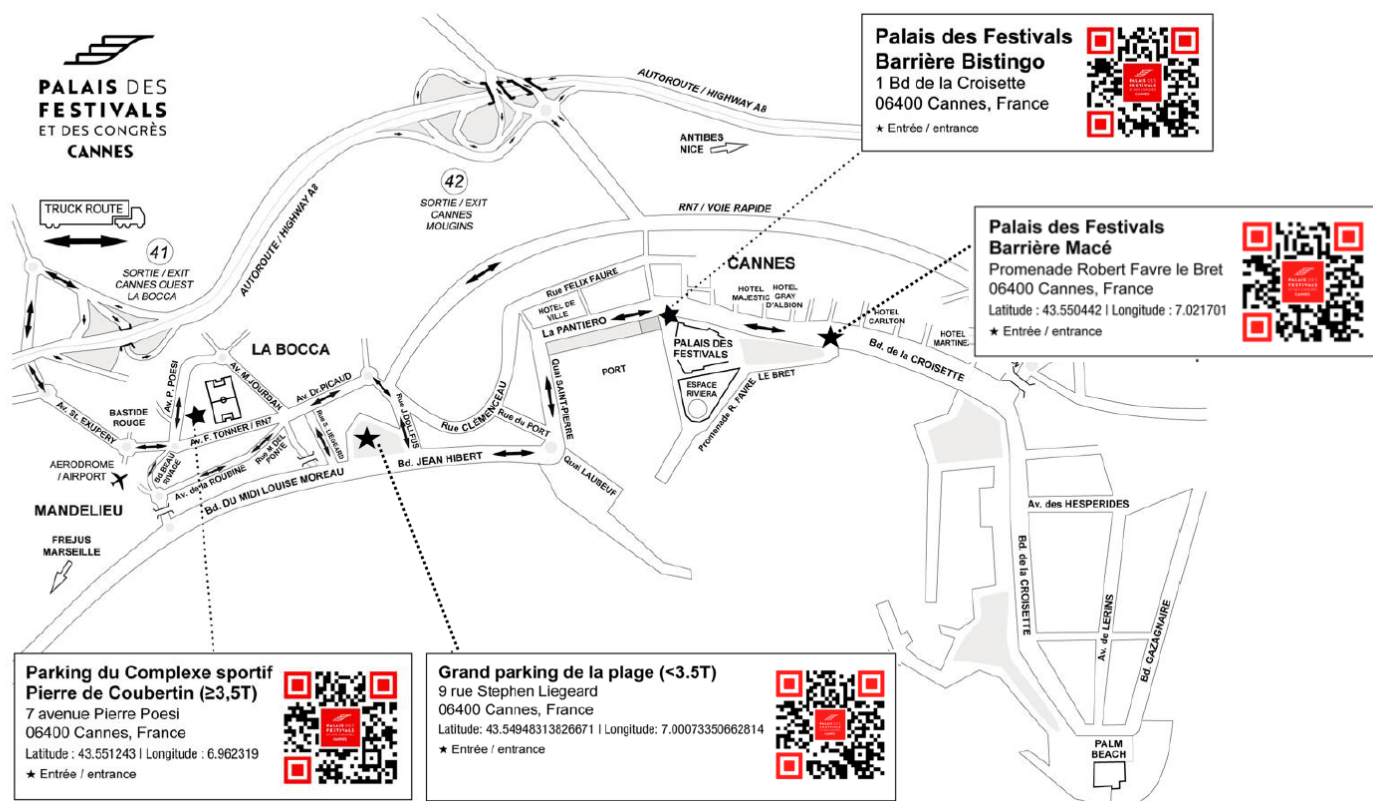
5. Exhibitors who are unable to arrange for collection of their goods on Thursday evening should notify the Organisers Office. If you have arranged for a courier to collect, please ensure that you are on your stand to facilitate this.
6. All portable and valuable items must be removed as soon as possible after the exhibition closes, in any case by 1930hrs on Thursday 4 December. Please note that hired furniture may be removed during this time so please empty your cupboards when the show closes.
7. Official Show contractors will be permitted to enter the halls from approximately 1800hrs on Thursday 4 December. The electrical supply to stands will be terminated at 1730hrs. Catering equipment, furniture, flowers etc. which have been hired remain the responsibility of the Exhibitor until such time as they are collected or returned.
8. The hall must be clear of all exhibits and stand fitting including waste materials by:-
 - Level 1 - 1800hrs Friday 5 December.
 - Level 2 & 3 & External Structures – 1200hrs Saturday 6 December

Exhibitors will be charged for any damage and/or stand construction left by space only contractors.

9. Waste Removal – if you require waste to be removed from your stand please contact the Organisers Office. You will be charged for the removal of any excessive waste left onsite. This

includes literature, carpet, laminate flooring, wood etc. We will have GreenBee Event Upcycling Team working with us during breakdown to ensure all waste is removed.

If you have any queries regarding the information above or need any assistance with the dismantling process, please contact the Organisers Office.



PALAIS DES FESTIVALS ET DES CONGRÈS CANNES



PARKING PIERRE DE COUBERTIN (LA BOCCA)

- **Thursday 27th** : 07h00 – 19h00
- **Friday 28th** : 06h00 - 22h00
- **Saturday 29th** : 06h00 - 22h00
- **Sunday 30th** : 07h00 - 22h00
- **Monday 1st** : 07h00 - 22h00
- **Tuesday 2nd** : Closed but trucks can be parked
- **Wednesday 3rd** : Closed but trucks can be parked
- **Thursday 4th** : 07h00 - 00h00
- **Friday 5th** : 00h00 - 22h00
- **Saturday 6th** : 07h00 – 14h00

GRAND PARKING DE LA PLAGE

- **Thursday 27th** : Closed
- **Friday 28th** : 06h00 - 20h00
- **Saturday 29th** : 06h00 - 20h00
- **Sunday 30th** : 07h00 - 19h00
- **Monday 1st** : 07h00 - 22h00
- **Tuesday 2nd** : Closed – if parking needed trucks must go to LA BOCCA
- **Wednesday 3rd** : Closed – if parking needed trucks must go to LA BOCCA
- **Thursday 4th** : 07h00 - 23h00
- **Friday 5th** : 07h00 - 20h00
- **Saturday 6th** : 07h00 – 14h00