

16th - 18th July, 2025
Centro Citibanamex
Mexico City



PAACE
automechanika
MEXICO

2025

EXHIBITOR'S MANUAL



Industria Nacional
de Autopartes, A.C.

mema.
Aftermarket Suppliers



messe frankfurt



March 2024

Dear Exhibitor:

We are pleased to welcome you to **INA PAACE Automechanika**, which will be held on **on July 16 - 18, 2025 at Centro Citibanamex, Mexico City**. We hope your experience at the event is successful.

This manual is designed for your benefit, containing the most important information for your participation in the event. We recommend that you carefully read this manual and familiarize yourself with its content. A list of official suppliers and their service request forms are included. Be sure to make your requests as far in advance as possible to guarantee the availability of the desired products and to avoid additional costs due to extemporaneous hires.

It is very important that this **Exhibitor Manual** be given to the person responsible for your company's participation in the exhibition. Please take note of the deadline on each service format to ensure timely delivery and to prevent additional costs of last minute requests.

We want your participation at **INA PAACE Automechanika** to be both successful and enjoyable. If you require any additional information or have any questions or comments, please contact us.

Sincerely,

The **INA PAACE Automechanika Mexico Team**

Questions?

Visitor Assistance

✉ soporte_registro@acob.com.mx

📞 [+52\(55\)1078-5593](tel:+52(55)1078-5593)

Exhibitor Assistance

✉ exhibitors_techsupport@acob.com.mx

operacionesexpo@ina.com.mx

📞 [+52 \(55\) 69171599](tel:+52(55)69171599)

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GENERAL INFORMATION

What is the date and time of the exhibition?

From Wednesday, July 16 to Friday, July 18, 2025 - From 1:00 p.m. to 8:00 p.m.

What day should I enter the assembly if I bring my own booth design?

Pavilions and booths of 90sqm or larger: Saturday, July 12 from 8:00 p.m. to 22:00 with assembly continuing on subsequent days until Monday, July 14. Tuesday, July 15 will only be to make final details.

Booths of 36sqm or larger: Sunday, July 13 from 08:00 to 22:00

Booths of 18m²: Sunday, July 13 from 18:00 to 22:00

Booths of 9sqm, all booths: Monday, July 14 from 08:00 to 22:00

Cleaning and final details: Tuesday, July 15 from 08:00 to 22:00

What does the space contracted with BOOTH PACKAGE include?

Includes white dividing walls, parapet with the company name, standard carpet, 1 table, 2 chairs, 1 trash can, 1 fluorescent lamp, 1- 110V electrical outlet, exhibitor manual and 3 badges for every 9sqm contracted.

What does the space contracted as FREE SPACE include?

Includes only space rental, 3 badges for every 9sqm contracted, exhibitor manual. It does not include booth construction, nor furniture, nor electricity.

Where can I pick up my exhibitor badges?

At the registration area located in the lobby of the exhibition rooms (upstairs) starting on July 15 from 10:00 to 22:00 / July 16 from 9:00 to 20:00 p.m.

Do the staff in charge of setting up my booth require a badge?

No. Assembly personnel only require one label, which will be provided upon arrival on the day of assembly.

What form should I fill out if I have 9 or 18sqm with BOOTH PACKAGE included?

You must fill out the **BOOTH EQUIPMENT** form indicating the elements that you DO want to be placed in the contracted space and the name of your company as required to appear on the parapet. Any name modification must be requested directly from the provider and will have an additional charge.

What form should I fill out if I bring my own booth design?

You must fill out the **BOOTH APPROVAL** form indicating the dimensions (width, depth and height) without exceeding the permitted limits according to the contracted sqm. To have access to the assembly, it will be mandatory to have this approval from the organizing committee. The approved design must not differ from the one entered.

What are the height limits according to the contracted sqm?

Booths of 9sqm – 4 meters

From 18sqm to 35sqm – 5 meters

Booths of 36sqm or more – 6 meters

How many sqm must I have as a minimum to be able to have a hanging element in my booth?

A minimum of 36sqm at a maximum height of 6 meters including the hanging element.

Which exhibitors must have the STRUCTURAL RESPONSIBILITY LETTER issued by a Director Responsible for Construction accredited in Mexico City?

Only exhibitors having a 2-story design.

Where can I request the services of hanging, rigging, forklift, genie, internet, electricity, water, drainage, compressed air, cleaning, food & beverages and fast-food coupons?

You can request them with the CENTRO CITIBANAMEX additional services: adicionales-ccb@ocesa.mx. Phone: +52 (55) 52682054 from 08:00 to 20:00.

Do you have special lodging rates and how can I make my reservation?

Yes, we have preferential rates in hotels with FREE TRANSPORTATION to the venue and back to the hotels. Check the schedules in your hotel lobby. Book your accommodation here: <https://www.reservesuhabitacion.com/EVENTOS/PAACE2025>

Does the venue have a warehouse to store exhibitors' material?

No. Each exhibitor is responsible for safeguarding the material.

What can and cannot I bring to my booth through the main doors once the event has started?

You can bring in personal electronic items such as laptops and/or tablets; banners and/or roll ups to place within the contracted space; promotional and printed material.

You should NOT bring in machinery, heavy or bulky items that put the safety and physical integrity of the people present in the exhibition rooms at risk; flammable or explosive material, or devices that emit smoke or dry ice.

Exhibitor Assistance

✉ exhibitors_techsupport@acob.com.mx
operacionesexpo@ina.com.mx

📞 [+52 \(55\) 69171599](tel:+525569171599)

ASSEMBLY

Saturday July 12th
20:00 to 22:00 hrs
Admission of Pavilions and booths of 90 sqm or larger

Sunday July 13th
08:00 to 22:00 hrs
Admission of booths of 36 sqm or larger

Sunday July 13th
18:00 to 22:00 hrs
Admission of booths of 18 sqm

Monday July 14th
08:00 to 22:00 hrs
Admission of booths of 9 sqm

Tuesday July 15th
08:00 to 22:00 hrs
Cleaning and final details

The access to assembly and disassembly for exhibitors will be through the loading and unloading platforms of Halls B, C and D, which can be accessed by Avenida Conscripto N° 311, Colonia Lomas de Sotelo, 11200, Mexico City.

Assembly must be concluded by Tuesday July 15th at 20:00 hrs. No materials and/or equipment will be allowed after that time.

NOTICE: By official regulation, during assembly and disassembly days all personnel on the exhibition floor must wear safety helmets and comply with the protocols established by the venue and the Organizing Committee.

EXHIBITION HOURS

Wednesday July 16th
13:00 to 20:00 hrs

Thursday July 17th
13:00 to 20:00 hrs

Friday July 18th
13:00 to 20:00 hrs

DISSASSEMBLY

Friday July 18th
from 20:30 all night until Saturday July 19th at 12:00 hrs

MEXICAN EXHIBITORS

Industria Nacional de Autopartes - INA

Miguel Laurent 804, Colonia Letrán Valle

Alcaldía Benito Juárez

Ciudad de México, C.P. 03650

operacionesexpo@ina.com.mx

www.ina.com.mx

Viridiana Rivera, Sales Coordinator

ventasexpoina@ina.com.mx

www.ina.com.mx

Laura Moreno, Operations Manager

operacionesexpo@ina.com.mx

www.ina.com.mx

INTERNATIONAL EXHIBITORS

Messe Frankfurt, Inc.

Overlook III 2859 Paces Ferry Rd SE, Suite

1600, Atlanta, GA 30339

pamsales@USA.MesseFrankfurt.com

www.INAPAACEAutomechanika.com

Jeffery Johnson, Show Manager

Tel: +1 678 404 1438

Jeffery.johnson@usa.messefrankfurt.com

EXHIBITOR BADGES AND DIRECTORY LISTING

Each exhibitor is entitled to 3 badges free of charge for every 9 m² of rented space. Their badges will be available at the registration area during assembly days.

- Additional badges for exhibitors: \$650.00 + VAT
- Badge reprint: \$200.00 + VAT

Always remember that your badge is **UNIQUE AND UNTRANSFERABLE**. The replacement of a lost or forgotten badge will incur a fee upon request. Temporary personnel present during assembly and disassembly days such as carpenters, electricians, decorators, drivers, administrative personnel, etc., will not require a badge during this period. They will be provided with a temporary sticker valid during assembly hours. Once the exhibition has started, no one will be allowed to enter without a badge.

No one under the age of 18 will be allowed to enter at any time.

Badge and exhibitor directory registration can be completed on the exhibitor's manual platform. Update your information by **May 30th** to ensure your inclusion in the directory.

EQUIPPED BOOTH



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Only spaces from 9sqm to 18sqm rented as BOOTH PACKAGE will include: Standard structure (white dividing walls) , fascia board with the company name, carpet (show color), 1 table, 2 chairs, 1 trash can, 1 electrical outlet (110v), 1 fluorescent lamp, 3 badges for every 9sqm, exhibitor's manual.



CLEANING



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The Organizing Committee will provide the cleaning of corridors and common areas. If you need the daily cleaning service inside your booth, please refer to the service requests of Centro Citibanamex.

ELECTRICITY

Only the booths rented under the package rate will be equipped with a 110 V double polarized electrical outlet and a fluorescent lamp. If you need to order additional contacts or lighting, please use the Centro Citibanamex electricity request form.

LODGING

INA PAACE Automechanika Mexico has negotiated special rates with several hotels in Mexico City. Take into account that the host hotels will have a free transportation service from the hotels to the venue during the days of the exhibition. Make your reservations in advance to get special rates!

GCI

<https://www.reservesuhabitacion.com/EVENTOS/PAACE2025>

E-mail: reservaciones@gci-mexico.com

Phone: +52 8120106299

INTERNET

Please refer to the Centro Citibanamex internet request form included in this manual for details and prices.

For additional furniture requirements, accesories, shelves, signage, graphics, AV equipment, etc, please refer to the corresponding request forms and send it to:

Eliud Herrera

eliudh@ormex.com

[+ 52 \(81\)8369 6961](tel:+528183696961) ext 103

PARKING

TIME	FRACTION	RATE
Up to 30 minutes	From 0 to 30 minutes	Free
Up to 2 hours	From 31 to 120 minutes	\$ 80.00
Up to 4 hours	From 121 to 240 minutes	\$ 160.00
Maximum 6 hours	From 241 to 360 minutes.	\$ 240.00
Up to 24 hours	From 241 to 24 hours	\$ 240.00
EXHIBITOR AND PLATFORMS		
Exhibitor pass per day	Up to 24 hours	\$ 120.00
Cars and vehicles smaller than a box truck	Maximum 45 minutes	\$ 200.00
Box truck or larger	Maximum 2 hours	\$ 260.00
Overnight stay on the platform		\$ 420.00

PRICES EXPRESSED IN PESOS, VAT INCLUDED

If you need an invoice, please request it at the additional services office or Online through the following link:

<https://centrocitibanamex.com/facturacion/>

phone: 55-5268 2000 Ext. 5864



Security service provided by the organizing committee will protect the general areas and access starting on Saturday July 12th at 14:00 hrs in 24 hour shifts. The organizing committee will conclude the security device on Saturday July 13th at 12:00. If you require additional security for your booth, please fill out and send your request to our official supplier SYHME SEGURIDAD. It is very important to consider and follow the indications of this manual.

Take precautions on site taking care of your valuable items, such as personal computers, cell phones, briefcases, etc. These objects are susceptible to being stolen.

CARRIER AND FLOOR MANEUVERS

Our official carrier is **ROCK-IT cargo**. For more information or shipment of goods, please review the documents on the formats section. **Please, do not make shipments in the name of the venue or the organizing committee; they will not receive any shipments on site.**

In order to speed up assembly and disassembly activities, as well as avoiding situations that put people's safety and their belongings at risk, maneuvers on the exhibition floor that require the use of hydraulic skids and forklifts will be carried out exclusively by the company ROCK-IT CARGO. If you require this service, please request it in advance through the corresponding formats.

TRANSPORTATION

Airport Transportation: upon arrival you can purchase prepaid tickets for the taxi service at the Authorized Taxi booth located in the baggage claim area. It is recommended that all travelers arriving at the Mexico City airport only use this authorized taxi service and take care to secure the doors of the vehicle once you board it.

If you need to request the shuttle to your hotel, please contact our official transportation supplier PRESTIGE:

Mr. Sam Castro samcastro79@gmail.com

Mobile: +52 (55) 2916 2957



ADDITIONAL SERVICES,

CENTRO BANAMEX

Electricity, internet, cleaning, hanging, rigging,
water and drainage, compressed air, food & drinks,
Phone (55) 5268 2054
(800) 202 2050

adicionales-CCB@ocesa.mx

BOOTH CONSTRUCTION AND DECORATION

ORMEX

Eliud Herrera

Phone (81) 8000-2222 Ext 103

eliudh@ormex.com

HOSTESSES & INTERPRETERS

SEGROVE EVENTS

Griselda de los Reyes

Phone +52 (55) 5453 9968

grisdelosreyes@gmail.com

LODGING

GCI

Reservaciones:

<https://www.reservesuhabitacion.com/EVENTOS/PAACE2025>

Phone + 52 8120106299

reservaciones@gci-mexico.com

LEAD RETRIEVAL

ACOB

Verónica Osorno

Phone +52 (55) 1078-5593

veronica_osorno@acob.com.mx

CUSTOM AGENT & FREIGHT CARGO

ROCK-IT CARGO

COMPANIES IN THE USA:

Nitzia Palacios

nitzia.palacios@rockitcargo.com

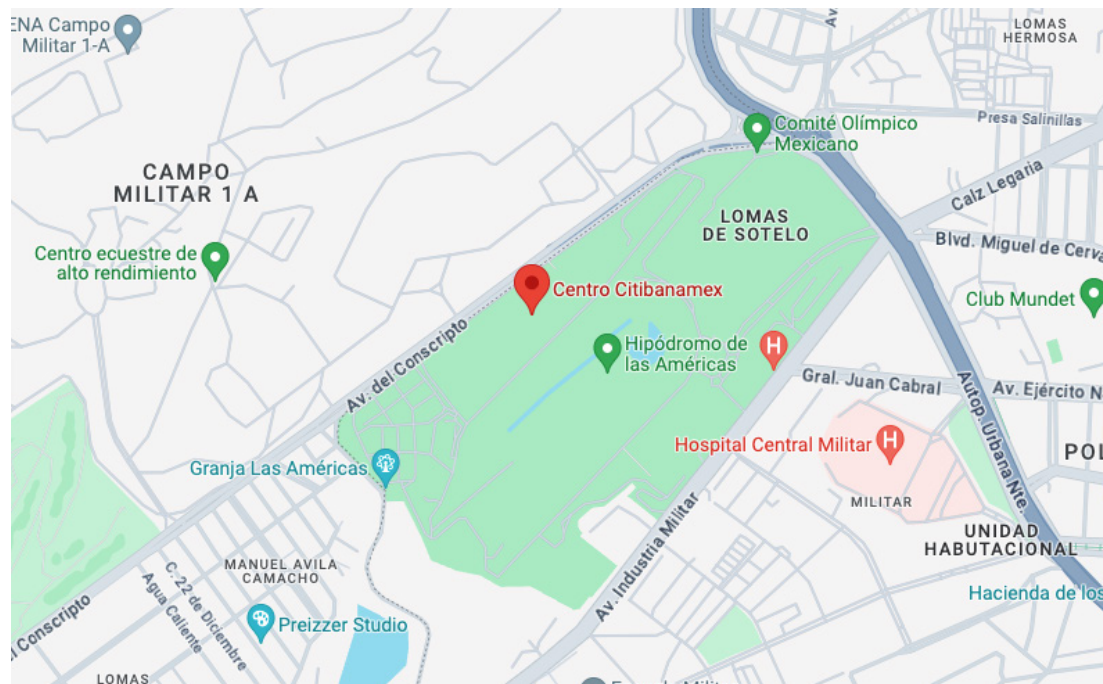
Phone:+1 (786) 5264625

ALL OTHER COUNTRIES:

Lourdes Martin

Lourdes.martin@rockitcargo.com

+ 52 55 5280-1279



Av. Conscripto No. 311, Col.
Lomas de Sotelo, C.P. 11200,
Ciudad de México

GUIDELINES FOR BOOTH CONSTRUCTION - HEIGHT LIMITS

The following rules and guidelines are of general compliance for all exhibitors at INA PAACE Automechanika Mexico City. The purpose of these guidelines is to provide the exhibitor with all the information necessary to design and build their booths, as well as to plan their booth configuration and content.

IMPORTANT: All exhibitors who do NOT use the booth package, must send a copy of their design for approval by the organizing committee, using the Booth Approval Form. Companies that do not have the respective approval will not be allowed to set up their booths.

- The exhibition area is configured in units of 9sqm (minimum exhibition area), except when space prevents it.
- Spaces with only one open side are defined as corner.
- Spaces with two open sides are defined as peninsula.
- Spaces with three open sides are defined as heads.
- Spaces open on all four sides are defined as islands (minimum 36 sqm).

SQM	HEIGHT LIMITS
Spaces of 9sqm must have a maximum height of	4 mts
Spaces from 10sqm up to 35 sqm must have a maximum height of	5 mts
Spaces of 36 sqm and larger must have a maximum height of	6 mts

USE OF SPACE AND CONSTRUCTION OF DOUBLE STOREY

It is possible to build or place elements at the allowed height over the entire rented area. Please note that all booth designs require the approval of the Organizing Committee. A minimum area of 36 sqm is required to build double storey booths. Double-storey designs that do not comply with this minimum surface and the corresponding DRC, will not be approved.

*** NOTICE:** For designs with Double Storey, a letter of structural responsibility issued by a DIRECTOR RESPONSIBLE FOR CONSTRUCTION containing the following requirements must be provided:

- Signature of the Director Responsible for Construction
- Current license of Director Responsible of Construction accredited in Mexico City.
- Be current in the Construction Registry of Mexico City.

The hanging of decorative elements or canvases will not be allowed on surfaces smaller than 36 sqm due to regulations of the venue, it is not possible to hang decorative elements or canvases at a height greater than 6 mts.

SPACES	POSSIBLE CONFIGURATIONS	HEIGHT LIMIT	DOUBLE STOREY	PENDANT
Up 9sqm	Line/Corner	4 mts	NO	NO
From 18sqm to 35sqm	Line/Corner	5 mts	NO	NO
36sqm or more	Free	6 mts	YES	YES*

***INCLUDING THE HANGING ELEMENT**

BOOTH APPROVAL FORM

Required for all exhibitors bringing or building their own booth.
Complete this form and email it to:

operacioneseexpo@ina.com.mx

Deadline: May 30TH, 2025

All booths must comply with the guidelines described in this manual. **All exhibitors not using the Booth Package must submit their booth design to the Organizing Committee for approval. Companies that do not have their booth design approved, will not be allowed to set up. Please complete this form and attach a drawing or diagram of your booth design.**

By official regulation, during assembly and disassembly days, all personnel on the exhibition floor must wear safety helmets.



Contact person:_____

Exhibitor name:_____

Phone:_____

E-mail:_____

Dimensions (width x depth x height):_____

Structure information:

Please include: height, width, length of all structures, weights and characteristics of towers, graphics, trusses, etc. and a diagram or drawing of the booth design. Design approval cannot be granted without this information.

FOR INTERNAL USE ONLY

Booth approved by the organizing committee: YES___ NO___

Comments:_____

Please note that verbal approvals will not be granted. All approvals must be in writing. This form will facilitate your access to the assembly. The physical booth design may not differ from the approved design.

Operations Manager's signature:_____ Date:_____

DEADLINE: May 30th, 2025

E-mail: operacionesexpo@ina.com.mx

BOOTH EQUIPMENT FORM



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Required for all exhibitors using the Booth Package.

The Booth Package includes the items listed below. Please indicate the ones you will be using:

- ☐ Rigid dividing bulkhead
- ☐ Carpet (show color)
- ☐ 1 Table (1.2 mts)
- ☐ 2 Chairs
- ☐ 1 Rubbish bin
- ☐ Electrical Outlet
- ☐ Fluorescent lamp
- ☐ Fascia board (indicate company name as required on the fascia board):

Comments: _____

INFORMATION OF THE EXHIBITING COMPANY

Contact person: _____

Exhibitor name: _____

Phone: _____

E-mail: _____

Dimensions (width x depth x height): _____

Operations Manager's signature: _____ Date: _____

DEADLINE: May 30th, 2025

E-mail: operacionesexpo@ina.com.mx

ADVERTISING AND SPONSORSHIP OPPORTUNITIES



BROCHURE



TERMS AND CONDITIONS

The Event will be conducted under the direction of PAACE Automechanika Mexico, LLC, 3200 Parkwood Circle, Suite 500 West, Atlanta, Georgia; designated as “Management” in this document. An “Exhibitor” is an applicant that has been accepted for participation in the Event by Management. Acceptance of an Exhibitor shall be in written confirmation. The issuance of a Booth confirmation notice, in response to a submitted Exhibitor Contract, shall conclude the contact of participation between Management and the Exhibitor. The Exhibitor and Management acknowledge these Event Terms and Conditions as the elements of the contract of participation. Violations of any of the Event Terms and Conditions of the contract shall entitle Management to exclude an Exhibitor from the Event and seek remedies for damages caused by such violations. The Exhibitor must comply with the Event Terms and Conditions relating to the officially designated show contractors.

PAYMENT CONDITIONS

Any dispute by Exhibitor with any exhibition event services provided by Management or any affiliate, or the amount charged for the same shall be reported to Management in writing within 15 days from the date of invoice relating to same, time being of the essence (but such dispute shall not affect Exhibitors obligation to make payment within 15 days as set forth below). Failure to report any such dispute within such time shall constitute a waiver of any claim by Exhibitor with respect to such dispute. Whether sums are due under contract or open account, it is understood that all invoices are due upon receipt and are considered delinquent if not paid within 15 days from the date of invoice or the date as indicated on the invoice. Should timely payments not be made as stated, Exhibitor agrees to pay all collection agency fees and expenses, and other costs of collection, including reasonable attorney fees and court costs which may be incurred by Management or any affiliate in pursuing and collecting payment. The liability of Exhibitor shall be joint and several with Third Parties. The party executing this agreement on behalf of Exhibitor acknowledges that it has the authority to do so and that by its execution it has caused Exhibitor and Third Parties to be jointly and severally bound by the terms hereof. Exhibitor represents that Third Parties will immediately be notified of the terms hereof. Notwithstanding to whom bills are rendered, Exhibitor and Third Parties shall remain jointly and severally obligated to pay to Management the amount of any bills rendered by Management within the time specified and until payment in full is received by Management. Payment by Exhibitor to Third Parties or by Third Parties to Exhibitor shall not constitute payment to Management.

The Exhibitor contracts to use the booth for the duration of the Event in conformity with Management's guidelines. Management has the right to relocate a booth at its discretion. The Exhibitor and its representatives shall conduct themselves in a businesslike manner. In cases of disruptive and unprofessional behavior, exhibitor has the right to ask disruptive individuals to leave its booth. Show management reserves the right to revoke trade show participation privileges from such individuals. Exhibits may not obstruct overall view or hide the exhibits of others. Unusual or specially built booths must have Management approval. Management reserves the right to restrict or remove exhibits that are distracting or distract from the character of the Event. Booths must be set up prior to the opening of the Event. Management has the right to re-allocate a booth at its discretion if the Exhibitor has not appeared or begun to set up the booth 3 hours prior to the opening of the Event. The Exhibitor will assume the cost of any additional services/equipment required for their respective exhibit space. Exhibitor shall not assign, sublet, share or apportion the whole or any part of the space allotted, or have representatives, products, equipment, signs or printed materials from other than its own firm contracted in the assigned exhibit space without the prior written consent of Show Management.

BOOTH PACKAGE RATE

Includes booth construction, name of the Company in the fascia board, carpet (show color), 1 table, 2 chairs, 1 electrical outlet (110v), 1 fluorescent lamp, exhibitor's manual, 3 badges for every 9sqm.

EXHIBITOR'S RESPONSIBILITY

It will be the responsibility of the company who contracts the space to maintain personnel in the booth at all times during the show hours. Any Exhibitor who starts to pack or dismantle their booth prior to the show closing will be charged a fee of \$1,000 and may forfeit any seniority to future shows.

EVENT SCHEDULE

The duration of the event, set-up times and hours of operation shall be published in the Exhibitor Manual. Construction and dismantling hours must be adhered to unless written approval is received from Management.

The event is an organized trade show with no direct sales.

PHOTOGRAPHY

Management has permission to use the likeness of any person and/or products exhibited in photographs and in any and all other media, whether now known or hereafter existing. The exhibitor waives the right to inspect or approve the finished product, including written or electronic copy. Additionally, all rights to royalty. The use of unmanned drones, even if they are intended for photo or video, is strictly prohibited with based on the Official Mexican Standard NOM-107-SCT3-2016

ADVERTISING AND PUBLICITY

All exhibitor promotional material and goods are limited to the designated display area. Exhibitors may not carry out publicity activities outside the boundary of the booth or in front of the Event without written permission from Management. Acoustic presentations are permitted only if they are arranged in a way that other Exhibitors are not disturbed by them and visitors are not disturbed or hampered by them. Management reserves the right to cease any publicity/presentations that have not been approved and do not meet the standards of the Event. In the case of raffles, the Exhibitor will be responsible for obtaining the respective permission from the Ministry of the Interior to carry them out. The exhibitor excludes the Event Organizer and the venue from all liability.

MEDIA & PRESS

Any activities conducted by the media whether arranged by Exhibitor or separately shall be conducted through the Management Press Office. Mariana.Caliari@usa.messefrankfurt.com

LIABILITY

PAACE Automechanika Mexico LLC, Messe Frankfurt, Inc., Automotive Parts Remanufacturers Association, Motor & Equipment Manufacturers Association, and Specialty Equipment Market Association cannot and do not assume any responsibility or liability for the actions, information, products and services offered by exhibiting companies. Exhibitors and visitors acknowledge that all negotiations held among them are private in nature and independent of their contractual relationship, if any, with PAACE Automechanika Mexico and the other aforesaid entities." Show Management cannot and will not assume any responsibility or liability for the actions, information, products and services offered by exhibiting companies. Exhibitors and visitors acknowledge that all negotiations held among them are private in nature and independent of their relationship with Messe Frankfurt, its partners and sponsors in the organization of PAACE Automechanika Mexico City

In the event of fire, disaster, terrorism, threat of terrorism, civil disturbance, government or travel advisories, lockdowns, shutdowns, or other restrictions, hazardous weather, act of God, infectious disease, strike, war, acts of war, venue unavailability, or any other unforeseen occurrence that, in the sole opinion and discretion of PAACE Automechanika Mexico LLC renders the fulfillment of this contract commercially unreasonable, including commercially unreasonable financial impact to Management, PAACE Automechanika Mexico LLC will have the following options exercisable in its sole discretion upon notice to the Exhibitor ("PAACE Automechanika Mexico LLC Notice of Election of Option"): (1) postpone the show to a future date(s) in which case the Exhibitor's contract will be automatically amended to be applicable to those dates, including use of assigned space under the contract's rules, regulations, terms, and conditions, without any right of cancellation or refund by or to the exhibitor; (2) cancel the currently scheduled show, but hold a future edition of the show at a later time in which case the Exhibitor's contract will be automatically amended to be applicable to the next future edition of the show on that show edition's show dates including use of assigned space under the contract's same rules, regulations, terms, and conditions without any right of cancellation or refund by or to the exhibitor; or (3) cancel the currently scheduled show, and not hold a future edition of the show. If Management elects option 3. Exhibitor's contract will be automatically cancelled as of the date of the PAACE Automechanika Mexico LLC Notice of Election of Option and Management, as its sole obligation to Exhibitor and the Exhibitor's sole remedy, shall within thirty days of the date of the PAACE Automechanika Mexico LLC Notice of Election of Option refund to Exhibitor the money paid by Exhibitor as exhibit booth rental only, less a proportionate share of all expenses incurred by Management as related to the exhibits, including, but not limited to: facility rental fees, packaged utility fees, and general contractor services (if applicable). For the avoidance of doubt, if Exhibitor's share of such expenses exceeds the money paid by Exhibitor as booth rental, Exhibitor will not be obligated to pay that difference to Management. In the unlikely event a show must be closed for force majeure during the actual event dates, Management will prorate an amount of exhibit booth rental fee based on the duration of the show. Those funds will be transferred to the next edition of the show in accordance with item 2 above if Management intends to hold a next edition or refunded to Exhibitor less prorated expenses in accordance with item 3 above if Management elects not to hold a future edition of the show. Except for the aforesaid rights and remedies, Exhibitor shall have no other claims or rights to damages against Management arising out of a force majeure event, including, but not limited to, claims and damages for additional, unplanned or other expenses of the Exhibitor, Exhibitor waives all such claims. The information contained in Management's marketing materials is preliminary and is subject to change.

SECURITY AND LIABILITY

All local, state and federal laws shall be observed during the Event in the exhibition area. The Exhibitor shall observe all safety regulations of the facility, directives by security personnel and Management personnel. The Exhibitor shall be liable for all damage to persons or property, economic losses which have been caused by booth construction, booth equipment, exhibits and any employees acting on its behalf. The Exhibitor shall obtain all required permits prior to the commencement of the Event and have them available for inspection by Management. Management will provide Security during the construction of and dismantling times as well as throughout the duration of the Event, but will not be liable for the loss or damage of any exhibitor property. No one under the age of 18 will be permitted on the show floor at any time.

The Exhibitor is responsible to provide sufficient insurance protection. It is the Exhibitor's responsibility to insure their products against damage or loss with the company of their choice. Likewise, he must contract civil liability policies to protect people and property of third parties.

PREVENTION

The Exhibitor shall not use any flammable decorations or coverings for display purpose. All fabrics or other material used for decoration purposes shall be flameproof. The Exhibitor shall comply with all applicable fire regulations.

BOOTH DISMANTLE

The exhibitor must deliver the contracted space in the same condition as it was received. In the case of any damage to the exhibition area or the halls (structure, walls, floor, cables, ducts, etc) the repair must be paid by the exhibitor. If the booth is not dismantled on time, the Management will not be responsible for any abandoned material. Any expenses incurred will be covered by the exhibitor.

COMMERCIAL TRADEMARK AND OTHER COMMERCIAL RIGHTS

Management expects exhibitors to honor commercial trademarks and other commercial rights. In case of documented trademark or other commercial right infringements, Management reserves the right to exclude an exhibitor from the current and future events. This stipulation does not create an obligation for Management to take such action. Management does not accept any liability for commercial rights infringements that may be committed by an exhibitor.

Any amendments to this contract shall only be accepted in writing and must be approved in writing by Management.

ETHICS CLAUSE

All clients and suppliers of INA PAACE Automechanika Mexico agree to abide by the highest ethical standards. INA PAACE Automechanika Mexico DOES NOT in any way condition the purchase of a space within the Exhibition to any other related service, present or future, such as the assembly, installation and/or dismantling of the stands, among others. INA PAACE Automechanika Mexico does NOT provide any preferential treatment to any supplier, nor does it have exclusive suppliers of any kind, nor does it allow a conflict of interest between its employees and suppliers, the latter understood as the existence of a family or kinship relationship between employees of INA PAACE Automechanika Mexico and related suppliers. The list of suppliers included in this manual is solely for the purpose of making it easier for our exhibitors to request additional services when required. The service contract will be between the exhibitor and the service provider and not **INA PAACE Automechanika**, excluding it from any responsibility. Any anomalous situation that goes against the letter or the content of this clause, must be reported to: operacionesexpo@ina.com.mx

EXHIBITION SPACE CAPACITY



Below is the maximum number of personnel inside the booth according with the sqm.

SQM	BADGES	SQM	BADGES	SQM	BADGES
9	3	54	18	108	36
18	6	72	24	162	54
24	8	81	27	216	72
36	12	90	30		

INNOVATION FOR MOBILITY

BROCHURE

FORMS SECTION



ADVERTISING AND SPONSORSHIP OPPORTUNITIES

Presented by:



Latin America's Premier Automotive Industry Event

Connect with Industry Leaders, Innovators, and Decision-Makers!

INA PAACE Automechanika Mexico is the most influential trade show and educational event for the automotive aftermarket industry in Latin America. Each year, it brings together leading manufacturers, distributors, retailers, service providers, and other key players in the automotive ecosystem. Join us on July 16-18, 2025, for another groundbreaking edition of this premier event! As the central hub for innovation, networking, and industry knowledge, INA PAACE Automechanika Mexico showcases the latest trends, technologies, and solutions shaping the automotive aftermarket in Mexico and beyond. The 2024 show set records for attendance, participation, and innovation—2025 is set to surpass it in every way!

Why Your Participation Matters

Our exhibitors and sponsors are vital to the success of INA PAACE Automechanika Mexico. By participating, you will showcase your brand to thousands of industry professionals actively seeking solutions, partnerships, and the next big opportunity in the automotive aftermarket. Engage with decision-makers in a dynamic and collaborative environment you don't want to miss!

Boost Your ROI with Sponsorship Opportunities!

Did you know? According to a study conducted by the Center for Exhibition Industry Research, sponsorships can increase booth traffic by 104%—generating more traffic, more leads, and more value for your marketing dollar.

Optimize your exhibiting investment and maximize your ROI by choosing from a wide array of sponsorship options tailored to support your brand. Whether your goal is to enhance visibility, generate buzz, or foster meaningful connections, INA PAACE Automechanika Mexico has the perfect opportunity for you!

As a Sponsor/Exhibitor, You Will Receive:

- **Exhibit Space:** A dedicated area to connect with industry professionals and potential buyers.
- **Digital Promotion:** Inclusion on the event website and promotional platforms, driving visibility before, during, and after the show.
- **Industry Recognition:** Opportunities to align your brand with the premier automotive aftermarket event in Latin America.

THE INDUSTRIES WE SERVE

TOP PRODUCT GROUPS

- Parts + Components
- Electronics + Connectivity
- Diagnostics + Repair
- Accessories + Customizing
- Dealers + Workshop
- Management

THE MARKETS WE REACH

TOP VISITOR GROUPS

- Distributors
- Service Repair Shops
- Technicians
- Retailers
- Wholesalers
- Buyers
- Procurement Teams

PRE-SHOW SPONSORSHIP OPPORTUNITIES



Online Web Banner _____ \$2,500 per banner

Max. Filesize 25KB GIF/JPG/SWF

- Flash and gif banners are no longer supported on our website. Please ensure that the animation has a seamless motion sequence that users can view.
- 1 link per banner / links can be changed

Top of List on Floorplan _____ \$750

- Your company name/logo featured at the top of the exhibitor list on the official floorplan. Gain maximum visibility as attendees navigate the event with your brand listed first.

Electronic E-Blasts _____ \$1,000 per blast

- Promote your company to our pre-registered attendee list. You provide the html graphics and we will send it on your behalf.
- Sponsor is responsible for providing artwork and text.

Social Shoutout _____ \$500 per shoutout

- Gain exposure on all of our Social Media Sites with our Social Media Blasts. Sites include Facebook, Twitter, Instagram, and LinkedIn. Reach an audience of over 50,000 online users
- Sponsor is responsible for providing artwork/text.



AD MATERIAL PRODUCTION

- Preferred applications include Adobe InDesign, Photoshop or Illustrator
- PDF files are accepted but are the responsibility of the advertiser
- Photographic images must be converted to CMYK and provided as TIFF or EPS files (no JPEGs)
- Logo / Image resolution should be at least 300 dpi.
- Where possible, fonts should be converted to outlines or embedded in the file

ONSITE SPONSORSHIP OPPORTUNITIES



Wi-Fi Sponsorship _____ \$25,000 (Exclusive)

- See your company information displayed on the splash screen of the internet.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Escalator Railings _____ \$6,000 (Limited Opportunities)

Option C | Option D | Diezmo/Montejo

- Your company artwork/name/logo on the escalators entering and leaving the show will not be missed.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Lanyards _____ \$13,000 (Exclusive)

- Your company name/logo around _____ be distributed at registration to each attendee with your compliments.
- Sponsor is responsible for production of all clip lanyards
- Show Management must approve _____ in advance.



Registration Pens _____ \$1,500 (Exclusive)

- Your company name/logo in the hands of every attendee! Registration pens will be distributed at the registration area for all attendees to use throughout the event and beyond.
- Sponsor is responsible for production and shipping.

ONSITE SPONSORSHIP OPPORTUNITIES



"You Are Here" Floorplans _____ **\$2,000 (Limited Opportunities)**

- Your company name/logo displayed prominently on all "You Are Here" floorplans throughout the venue. Guide attendees while keeping your brand front and center at key navigation points.

Half Wall Graphic (1 Meter) _____ **\$1,000 per graphic**

- Your company name/logo showcased on a 1-meter half wall graphic in a high-traffic special feature area. Gain premium visibility and align your brand with key event attractions.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Special Features Logo on Back Walls _____ **\$750 (Limited Opportunities)**

- Your company name/logo prominently displayed with bold listing on the back walls of special feature areas. Ensure your brand stands out in key zones visited by all attendees.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Happy Hour with Mechanics _____ **\$3,000 (Limited Opportunities)**

3 per day

- Your company name/logo featured as the sponsor of a networking event where mechanics and industry professionals connect over food, drinks, and conversations in an exclusive lounge setting.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

ONSITE SPONSORSHIP OPPORTUNITIES



Flags ————— \$2,000/\$5,000 (Limited Opportunities)

- 1 Flag - \$2,000 / 3 Flags - \$5,000
- Your company logo displayed prominently on flags throughout the venue, ensuring high visibility and constant exposure to all attendees as they navigate the event.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025
- The flags will be produced by INA PAACE Automechanika Mexico and delivered to the sponsor at the end of the event.

Product Innovation Showcase ————— \$750 per product

(Onsite & Digital)

- Highlight your latest product innovations both onsite and digitally. Your company will be featured prominently, showcasing cutting-edge solutions to attendees and an extended online audience..
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Product Innovation Showcase ————— \$500 per product

Digital Only

- Showcase your latest product innovations to a wide online audience. Your company will be featured digitally, ensuring maximum visibility and engagement beyond the event floor.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Special Vehicle ————— \$750 per vehicle

- Have your car displayed with your branding in a high traffic area on the show floor.
- Sponsor is responsible for providing vehicle and photos for pre-show promotion.
- Car must be approved by Show Management in advance.

ONSITE SPONSORSHIP OPPORTUNITIES



Mobile App Sponsor Banner Ad _____ \$2,000 per ad

- Increase visibility of your brand by placing an banner ad within our app. When selected, banner opens to a full page; this page can contain videos, embedded websites, and plain text.
- Sponsor is responsible for providing artwork. Deadline to submit artwork is June 1, 2025

Mobile App Push Notification _____ \$500 per message

- Your sponsored message can be customized and sent at a specific time during the show. Everyone who downloads the app will receive your message. Use this platform to relay news, booth activities, educational sessions, or simply link to your website.
- Sponsor is responsible for providing copy. Deadline to submit artwork is June 1, 2025

Promoted Post _____ \$750 per post

- Your company featured in a sponsored post on the event's social media channels, reaching a targeted audience and boosting your brand's visibility before, during, or after the event.

Shuttle Bus Sponsorship _____ \$5,500 (Limited Opportunity)

- Maximize your brand's visibility by featuring your logo and messaging at shuttle stops and on the shuttle buses running hourly between host hotels and the venue.
- Engage attendees directly by distributing your marketing materials to passengers on the shuttle.
- Enhance your online presence with a featured spot on the event's transportation page.
- Sponsor is responsible for production and shipping of marketing materials.
- Sponsor is responsible for providing artwork and marketing materials. Deadline to submit artwork is June 1, 2025.

INA PAACE AUTOMECHANIKA MEXICO 2025 SPONSORSHIP AGREEMENT

Please return this signed agreement with 100% payment to reserve your sponsorship:

INA PAACE Automechanika Mexico: 3200 Windy Hill Rd., Suite 500 West, Atlanta, GA 30339 USA, Phone: +1.770.984.8016, Fax: +1.770.984.8023

Company: _____ Contact Name: _____

Phone: _____ Email: _____

*By providing your fax number and/or e-mail address you are consenting to receive communications from Messe Frankfurt, Inc. and it's affiliates via these medias

PRE-SHOW MARKETING OPPORTUNITIES

- | | | | |
|---|----------|--|----------|
| <input type="checkbox"/> Online Web Banner | \$ 2,500 | <input type="checkbox"/> Mobile App Push Notifications | \$ 500 |
| <input type="checkbox"/> Electronic E-Blast | \$ 1,000 | <input type="checkbox"/> Mobile App Sponsored Banner | \$ 2,000 |
| <input type="checkbox"/> Social Media Shoutout | \$ 750 | <input type="checkbox"/> Promoted Post | \$ 750 |
| <input type="checkbox"/> Top of List on Floorplan | \$ 750 | | |

ONSITE MARKETING OPPORTUNITIES

- | | | | |
|--|-----------|---|--------------------|
| <input type="checkbox"/> WiFi Sponsor | \$ 25,000 | <input type="checkbox"/> Special Features Logo on Back Walls | \$ 750 |
| <input type="checkbox"/> Escalator Railings | \$ 6,000 | | |
| <input type="checkbox"/> Lanyards | \$ 13,000 | <input type="checkbox"/> Happy Hour with Mechanics | \$3,000 |
| <input type="checkbox"/> Registration Pens | \$1,500 | <input type="checkbox"/> Flags | \$ 2,000 / \$5,000 |
| <input type="checkbox"/> "You Are Here" Floorplan | \$2,000 | <input type="checkbox"/> Product Innovation Showcase (Onsite & Digital) | \$ 750 |
| <input type="checkbox"/> Half Wall Graphic (1 Meter) | \$1,000 | <input type="checkbox"/> Product Innovation Showcase Digital | \$ 500 |
| <input type="checkbox"/> Special Vehicle | \$ 750 | <input type="checkbox"/> Shuttle Bus Sponsorship | \$5,500 |

Subtotal \$ _____

+ 16% VAT

Total Sponsorship \$ _____

PAYMENT INFORMATION



Bank Wire
Contact us



Check Enclosed, Make payable to: PAACE Automechanika Mexico LLC., 3200 Windy Hill Rd., Suite 500 West, Atlanta, GA 30339 USA *Please write "2025 Sponsor" and name of show on the check *NOTE: Funds accepted in US dollars & by US bank only.*

***Prices in USD**

Sponsoring Regulations: No refunds. Please note that your sponsorship will not be promoted until your sponsorship fee is paid in full. It is understood that exhibitors are responsible for providing Messe Frankfurt with all company logos and materials for use with any sponsorship, and that all company logos and material are subject to approval by Messe Frankfurt. We agree to abide by the conditions outlined above.

Signature: _____

Date: _____

Innovation 4 Mobility

Submit your company's new products to be displayed in the *INNOVATION 4 MOBILITY* zone for ultimate show exposure!

FREE for your 1st Product Entry! The Innovation 4 Mobility Preview will be distributed in May and an overall "People's Choice" award will also be presented.

Submit your latest product to the *Innovation 4 Mobility* Zone

Innovation 4 Mobility Rules for Entry

A. Eligibility & Cancellation Policies

1. Entries are limited to companies exhibiting at INA PAACE Automechanika Mexico 2025
2. You may not include or provide a product line. The product sample must be in loose or in end-user packaging. Pre-fabricated displays will not be accepted. Display/merchandising systems will not be accepted.
3. Should an exhibitor cancel their exhibit space, their reservation in the Innovation 4 Mobility zone will also be cancelled.

B. On-Site Check-In & Check-Out of Entries

1. Products must be delivered to the Innovation 4 Mobility zone on July 15, 2025 between the hours of 10:00 a.m. and 5:00 p.m. Show Management must approve any other delivery times in writing. No entries will be accepted on July 16, 2025.
2. For security purposes, the exhibiting firm's representative must present the following forms of identification on-site: Exhibitor badge and/or business card.
3. Entries must be picked up on July 18, 2025 between the hours of 8:00 p.m. and 9:00 p.m. All products not picked up by 9:01 p.m. will be discarded.

C. Entry Display

1. Included with each product entry is an identification sign indicating company name, booth number, product name and description. This information will be taken directly from the company's Innovation 4 Mobility application.
2. Any labor costs associated with delivery, set-up and removal of a product are the responsibility of the exhibitor.
3. No additional literature or information is permitted with the product display.
4. Entries must be personally delivered to the Innovation 4 Mobility zone.

D. Security

1. Security may be employed by Show Management in the Innovation 4 Mobility zone - based on need. For additional security arrangements, please contact Show Management.
2. Messe Frankfurt, Inc. (INA PAACE Automechanika Mexico Show Management) does not assume any responsibility for losses by exhibitors due to theft, damage, etc.

FREE for your 1st Product Entry

Innovation 4 Mobility Entry Form

Authorized Representative: _____

Company: _____ Booth Number: _____

Phone: _____ E-Mail: _____

Product Information

Name of Product: _____

Product Description (No more than 30 words - In English):

Product Description (No more than 30 words - In Spanish):

Product Category (Check one): ☐ Accessories & Customizing ☐ Body & Paint ☐ Diagnostics & Repair

☐ Car Wash, Care & Detailing ☐ Connectivity & Autonomous Driving ☐ Digital Solutions & Services

☐ Electrics & Electronics ☐ Oils, Lubricants & Fuels ☐ Parts & Components ☐ Tires & Wheels

Product Submission - Dimensions/Weight:

Length (in): _____ Height (in): _____ Width (in): _____ Weight (lb): _____

Photo Submission: A photo MUST be submitted for each product for promotional purposes. It must be 300 dpi CMYK in a TIFF format with the width scaled to 2". Email: mariana.caliari@USA.MesseFrankfurt.com

2025 Exhibitor - Order & Payment Information

1st Product	FREE	US \$ _____
# of Additional Products	US \$250 each =	US \$ _____
+16% VAT		US \$ _____
Total Cost =		US \$ _____

- ☐ Check Attached (Only in USD, to PAACE Automechanika Mexico LLC)
☐ Bank Transfer (Contact Messe Frankfurt for details)

E-mail to mariana.caliari@USA.MesseFrankfurt.com



AIR, WATER & DRAIN SERVICE ORDER FORM

Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAAPE AUTOMECHANIKA

Event Dates:

16,17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name
Company Name
Address 1
Address 2
City
State
Phone Number
On site contact

BOOTH NUMBER

Z.C.
Tax ID/ VAT number/EIN
Country
E-mail:

PAYMENT METHOD

Deadline for early bird prices (in applicable services): 22/06/25

BANK: CITIBANK NA ACCOUNT: 36314909
SWIFT CODE CITIUS33
ABA 21000089

Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
Deadline to pay via Wire Transfer: 07/07/25

Pay with Credit/ Debit Card (remote charge)

Fill it only if your payment method is by credit/debit card

Beneficiary: Representaciones de Exposiciones México, S.A. De C.V.

Card Number

Card Type

AMEX:

VISA:

MASTERCARD:

Seg. Code: _____

Expiration Date: _____

I hereby authorize charging any unpaid balance to my credit card

Printed Name of Card Holder

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Card Holder's Signature / I hereby authorize used of my financial data.

NOTICE OF PRIVACY

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad<<http://www.centrocitibanamex.com/es/aviso-de-privacidad>>."

HYDRAULIC SERVICES

QTY	SERVICE	Before deadline	After deadline	AMOUNT
	1/2" Water outlet (includes valve and up to 5 meters of hose)	USD 207	USD 248	\$ -
	2" Drain outlet (includes up to 5 meters of hose)	USD 140	USD 170	\$ -
	Additional hose of 5 to 10 meters	USD 80	USD 96	\$ -
	Water or drain installation (Man labour) (materials not included).	USD 80	USD 96	\$ -
	Water or drain derivation (Man labour) (materials not included).	USD 80	USD 96	\$ -

PNEUMATIC SERVICES

QTY	SERVICE	Before deadline	After deadline	AMOUNT
	Compressed Air 40 CFM maximum safety valve 1/2" includes up to 5 m. hose	USD 768	USD 920	\$ -
	Compressed Air 80 CFM maximum safety valve 3/4" includes up to 5 m. hose	USD 787	USD 943	\$ -
	Compressed Air Additional Hose of 5 to 10 meters	USD 207	USD 248	\$ -
	Compressed Air Connection to Machine (Man labour), does not include materials	USD 207	USD 248	\$ -

More than 90 PCM QUOTATION MUST BE REQUESTED

SubTotal

VAT (16%)

Total

Services requested during set-up & show will be ac

FLOOR PLAN

Please indicate clearly with an "x" the location for installing the service inside your booth.

Left Stand

Rear stand

Right Stand

Front

BOOTH NUMBER

TERMS AND CONDITIONS

- A- The price is per event of up to 5 days. Prices are subject to change without prior notice. To qualify for preferential pricing, please order and pay for your service before the indicated deadline.
- B- The price of compressed air supply includes: high pressure hose (maximum 5 m), air consumption and labor for installation and disassembly, it does not include special connections to equipment and/or furniture.
- C- The exhibitor is responsible for placing air filters to control humidity. Centro Citibanamex is not responsible for damage to equipment caused by its lack.
- D- All services must be paid in full before being installed.
- E.- The services requested during the assembly and event will be subject to availability and a minimum response time of 12 hours.
- F- Once the installation of the services has been completed, any modification and/or relocation of the services will have an additional charge of 100% of the initial price.
- G- All devices and/or materials used to perform these services are the property of Centro Citibanamex.
- H- The contractor of the services will be solely responsible for the proper use and care of the accessories and equipment delivered to provide the service. Any loss or damage to them will be charged directly to the contracting party.
- I. All cancellations must be requested in writing via e-mail to reservas-CCB@ocesa.mx at least 72 hours before the start of the event assembly.
- J.- The price of the water supply includes: high pressure hose (maximum 5 meters), water consumption of up to 3 m3 and labor for installation and disassembly. It does not include special connections to equipment and/or furniture.
- K.-The drainage is for the outlet of uncontaminated water, it is not allowed to throw solid waste, chemicals, oils or any other contaminant.
- L.- Services that have already been installed will not be subject to refunds or cancellations.
- M-Centro Citibanamex will provide the air service through a 1/2-inch flexible hose for 40 PCM services, with a 1/2-inch ball valve and female connector.
- N- Cento Citibanamex will provide the air service through a 3/4 inch flexible hose for 80 PCM services, with a 3/4 inch ball valve and female connector.
- O-Citibanamex Center will provide water service through a 1/2-inch flexible hose with a 1/2-inch ball valve and female connector.
- P- Centro Citibanamex will provide the drainage service through a 2-inch flexible hose without any type of valve or connector.
- Q- The pressure delivered in the air intakes is 116 psi (8 kg/cm2) and may have a variation of up to +/- 10%
- R- The pressure delivered at the water intakes is 57 psi (4 kg/cm2) and may have a variation of up to +/- 10%

BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx



BOOTH CLEANING ORDER FORM

Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA Event Dates: 16, 17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name		BOOTH NUMBER	
Company Name			
Address 1			
Address 2			
City		Z.C.	
State		Tax ID/ VAT number/EIN	
Phone Number		Country	
On site contact		E-mail:	

PAYMENT METHOD

Deadline for early bird prices (in applicable services): 22/06/25

BANK: CITIBANK NA ACCOUNT: 36314909 Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
SWIFT CODE CITIUS33 Deadline to pay via Wire Transfer: 07/07/25
ABA 21000089

Pay with Credit/ Debit Card (remote charge) Fill it only if your payment method is by credit/debit card

Beneficiary: Representaciones de Exposiciones México, S.A. De C.V.

Card Number

I hereby authorize charging any unpaid balance to my credit card

Card Type
AMEX ☐
VISA ☐
MASTERCARD ☐

Seg. Code:

Expiration Date:

Printed Name of Card Holder

Card Holder's Signature / I hereby authorize used of my financial data.

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

NOTICE OF PRIVACY

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad<<http://www.centrocitibanamex.com/es/aviso-de-privacidad>>."

BOOTH CLEANING SERVICE

SERVICE DATES

16-Jul	17-Jun	18-Jul		Booth size in Sq. Meters	Descripción	Before deadline	After deadline	TOTAL AMOUNT WITHOUT TAX
					Booth cleaning Service (once a day/ per square meter).	USD 4.00	USD 5.00	\$ -
						SubTotal	\$	-
						VAT (16%)	\$	-
						TOTAL AMOUNT	\$	-

We do not remove plastic from carpets or provide cleaning service the night before the show opens. All cleaning is done each morning before the show starts. Please indicate below the days and the hour you would like to receive the cleaning service.

TERMS AND CONDITIONS

- A.- To be entitled to the preferential price, please order and pay for your service before the indicated deadline.
- B.- This service consists of specialized cleaning personnel, in addition to the necessary products to carry out tasks specific to their function.
- C.- The personnel used to cover this service are trained solely for this purpose and will not be able to perform tasks other than those specified.
- D.- The cleaning service will be carried out during the two hours prior to the opening of the event to the general public. Consider that the presence of a representative of the stand is necessary while it is carried out. If a customer representative is not present when the staff comes to perform the service, the service will be rescheduled.
- E.- The specialized cleaning service does not include cleaning of glass, structures and/or panels of more than 2.5 meters. of height or cleaning in areas that require special maneuvers. There is no cleaning or removal of construction waste, plastic on the carpet or paint stains.
- F.- It is necessary to have made full payment to the Citibanamex Center to perform the service.
- G.- The services requested during the assembly and event will be subject to availability and response time of 12 hours.
- H.- The cleaning service will be carried out only within the contracted area and only once before the event begins.
- I.- All devices and/or materials used for the use of these services are the property of Centro Citibanamex.
- J.- Services that have already been performed are not subject to refunds.
- K.- The cleaning service does not include carpet washing.
- L.- Cleaning staff are not authorized to move or relocate any type of product that is being displayed in order to carry out cleaning. If necessary, the contracting party will be responsible for rearranging and moving its products.

BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx

Services requested during set-up & show will be installed upon availability. Response time 12 hours



LIGHTING & CONNECTIONS

Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA

Event Dates:

16,17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name		BOOTH NUMBER
Company Name		
Address 1		
Address 2		
City		
State		
Phone Number		
On site contact		
	Z.C.	
	Tax ID/ VAT number/EIN	
	Country	
	E-mail:	

PAYMENT METHOD

Deadline for early bird prices (in applicable services): 22/06/25

BANK: CITIBANK NA ACCOUNT: 36314909 Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
SWIFT CODE CITIUS33 Deadline to pay via Wire Transfer: 07/07/25
ABA 21000089

Pay with Credit/ Debit Card (remote charge)
Fill it only if your payment method is by credit/debit card

Beneficiary: Representaciones de Exposiciones México, S.A. De C.V.

Number Card

Card Type
AMEX
VISA
MASTERCARD

Seg. Code:

Expiration Date:

I hereby authorize charging any unpaid balance to my credit card

Printed Name of Card Holder

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Card Holder's Signature / I hereby authorize used of my financial data.

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LAMPS FOR OCTANORM BOOTH SYSTEM

QTY	SERVICE	Before deadline	After deadline	AMOUNT
	Fluorescent tubes 2 x 38 W Slim Line	USD 93	USD 112	\$0.00
110 VOLTS SERVICES				
	Double outlet, monophasic, 1,000 W 110V 10 A.	USD 100	USD 120	\$0.00
220 VOLTS SERVICES				
	Double outlet Biphasic 2,000 W 220V 8 A.	USD 199	USD 235	\$0.00
	Switch 3 x 30 to 220 V without contacts	USD 199	USD 235	\$0.00
	Switch 3 x 60 to 220 V without contacts	USD 393	USD 471	\$0.00
	Switch 3 x 100 to 220 V without contacts	USD 643	USD 772	\$0.00
	Switch 3 x 200 to 220 V without contacts	USD 1,286	USD 1,543	\$0.00
	Switch 3 x 300 to 220 V without contacts	USD 1,768	USD 2,122	\$0.00
	Switch 3 x 400 to 220 V without contacts	USD 2,357	USD 2,829	\$0.00
	Switch 3 x 500 to 220 V without contacts	USD 2,917	USD 3,501	\$0.00
	Connection to electrical machinery (labor only, materials are not included)	USD 72	USD 87	\$0.00
SPECIAL SERVICES				
	Switch 3 x 30 to 460V - 480V without contacts	USD 642	USD 771	\$0.00
	Switch 3 x 60 to 460V - 480V without contacts	USD 1,276	USD 1,532	\$0.00
	Switch 3 x 100 to 460V - 480V without contacts	USD 2,937	USD 3,524	\$0.00
	Switch 3 x 200 to 460V - 480V without contacts	USD 3,916	USD 4,699	\$0.00
	Switch 3 x 300 to 460V - 480V without contacts	USD 4,497	USD 5,395	\$0.00
	Switch 3 x 500 to 460V - 480V without contacts	USD 9,483	USD 11,379	\$0.00
	Connection to electrical machinery (labor only, materials are not included)	USD 72	USD 87	\$0.00

The voltage to be provided for electrical services will be 460V or 480V, according the booth location inside the hall. In case the voltage you require is different from the one provided consider the necessary transformer/equipment.

IF YOU REQUIRE ANY SERVICES THAT IS NOT ON THE LIST, PLEASE ASK FOR A

SUBTOTAL	\$0.00
VAT (16%)	\$0.00

Services requested during set-up & show will be

QUOTE IN: adicionales-CCB@ocesa.mx

TOTAL AMOUNT

\$0.00

FLOOR PLAN

Please indicate clearly with an "x" the location for installing the service inside your booth.

Rear stand

Left Stand

Right Stand

Front

BOOTH NUMBER

TERMS AND CONDITIONS

- A- The price of the service is per event. The charge will be done in mexican pesos, plus tax (vat 16%)
- B- The price of the service includes installation, electrical power and dismantling.
- C-Electrical service will be provided only by the personnel of Centro Citibanamex and only from the floor.
- D- Installation requested will be installed according to location of the service floor plan.
- E- The electrical service will be only installed on the exhibition floor and inside the exhibition area.
- F- Exhibitor will be responsible for providing UPS regulator if the equipment required it and making necessary tests to the equipment installed. Centro Citibanamex is not responsible for damages due to voltage variations.
- G- Centro Citibanamex is not responsible for energy cuts caused by Comision Federal de Electricidad.
- H- Exhibitor is allowed to install all lighting equipment necessary as long as it does not exceed the capacity of the electricity connection requested. Centro Citibanamex will not be responsible for damages to equipment and/or material caused by excessive load of circuits / bad connection. The power supply will be interrupted until failure is corrected and / or exhibitors upgrades to correct power level.
- I- Full payment is required to process any order placed to Centro Citibanamex.
- J- Services requested during set-up & show will be accepted and installed upon availability. Minimum 12hours to respond.
- K- Orders placed on-site will be subject to availability. 100% of the cost will be charged for relocation.
- L- Equipment and / or material used for installation are property of Centro Citibanamex. Exhibitor is liable for any damage or theft.
- M- The contractor will be the sole responsible for the correct usage and care of the installations requested. All the wiring gauge must be in accordance to the electrical load requested.
- N- All cancellations must be sent in writing to adicionales-CCB@ocesa.mx 72 hours prior to the start of the show's assembly (move-in). Any requests to relocate or cancel a service less than 72 hours prior to the show's first move-in day or after services have been installed will not be refunded.
- Ñ- Installed services are not refundable.
- O- For power distribution within the stand, the exhibitor/assembler must use a minimum of 3x12AWG heavy-duty cable. The use of POT cable is not allowed.
- P- It is mandatory to protect the distribution boards inside the stand and under no circumstances should they be left in the hallways.
- Q- It is the exhibitor's responsibility to safeguard and deliver the distribution boards at the end of the event to C.C.B. staff.
- R- The electrical network of the facility is subject to voltage variations of +/- 10%.

BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx

installed upon availability. Minimum 12 hours



FOOD AT YOUR BOOTH

Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA Event Dates: 16,17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name		BOOTH NUMBER
Company Name		
Address 1		
Address 2		
City		Z.C.
State		Tax ID/ VAT number/EIN
Phone Number		Country
On site contact		E-mail:

PAYMENT METHOD

BANK:	CITIBANK NA	ACCOUNT: 36314909	Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
SWIFT CODE	CITIUS33		Deadline to pay via Wire Trasfer: 07/07/25
ABA	21000089		

Pay with Credit/ Debit Card (remote charge)

Fill this section only if your payment method is by credit/debit card

Beneficiary:	Representaciones de Exposiciones México, S.A. De C.V.		
Card Type	Card Number		
AMEX		I hereby authorize charging any unpaid balance to my credit card	
VISA	Seg. Code:		
MASTERCARD	Expiration Date:	Printed Name of Card Holder	
Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.			
Card Holder's Signature / I hereby authorize used of my finacial data.			

NOTICE OF PRIVACY

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FOOD AT YOUR BOOTH

DATES						SERVICE			
16-Jul	17-Jun	18-Jul			Total	EXHIBITOR FOOD AT YOUR STANDS	Order	Item Price without taxes	Total Price
					0	Soup, main Course with rice and beans, tortillas and glass of water	1 persona	USD\$ 6.74	\$ -

Check availability with Additional Services before making your Payment

Prices subject to 15% service charges & 16% Vat

If the exchange rises to \$ 21.00 pesos, prices are subject to change

SubTotal	\$ -
15% Service	\$ -
16% VAT	\$ -
TOTAL AMOUNT	\$ -

PLEASE INDICATE THE REQUESTED DELIVERY TIME FOR EACH DAY, YOU CAN PROVIDE UP TO THREE DIFFERENT TIMES FOR EACH DAY:

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx

Pre sale - Services and Food & Beverages Items received during Event Setup, are subject to availability



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA Event Dates: 16,17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name		BOOTH NUMBER
Company Name		
Address 1		
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City		Z.C.
State		Tax ID/ VAT number/EIN
Phone Number		Country
On site contact		E-mail:

PAYMENT METHOD

BANK: CITIBANK NA ACCOUNT: 36314909 Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
SWIFT CODE: CITIUS33 Deadline to pay via Wire Transfer: 07/07/25
ABA: 21000089

Pay with Credit/ Debit Card (remote charge)
Fill it only if your payment method is by credit/debit card

Beneficiary: Representaciones de Exposiciones México, S.A. De C.V.

Card Number:

Card Type: AMEX ☐ VISA ☐ MASTERCARD ☐

Código Seg.:

Expiration Date:

I here by authorize charging any unpaid balance to my credit card

Printed Name of Card Holder:

Card Holder's Signature / I hereby authorize used of my financial data.

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FAST FOOD COUPONS

DATES

SERVICE

16-Jul	17-Jun	18-Jul		Total	FAST FOOD TICKETS FOR SELFSERVICE	Qty.	Item Price without taxes	Total Price
				0	Includes one of the following options: Cheeseburger or Four cheese torta or Baguette Club or Ham and Cheese Croissant or Tuna Sandwich or Turkey Ham Sandwich or Ciabatta Cold Cuts. Also Includes: One bag of potato chips and One soft drink	1 order	USD\$ 13.60	\$ -

If the exchange rate rises above \$ 21.00 pesos per dollar, prices are subject to change.

Prices subject to 16% VAT

Subtotal	\$ -
16% VAT	\$ -
TOTAL AMOUNT	\$ -

Please collect the coupons at the In House Services Office (Exhibition floor level between Hall B and C main entrance). If you do not pick them up, there is no refund.

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx

PRE SALE ONLY - Services and Food & Beverages Items received during Event Setup, are subject to availability

16-Jul	17-Jun	18-Jul			Total	ITEM DESCRIPTION	Item Price without taxes	Total Price without taxes
					0	Packages No. 1: Mineral Water (5), Soft Drinks (5), 1 Regular Coffee Thermo (15 cups), 1 Gourmet Cookies Seleccion (40 pcs), 1 Fresh Juice Pitcher	USD\$ 128.65	\$
					0	Packages No. 2: Mineral Water (5), Soft Drinks (5), 1 Regular Coffee Thermo (15 cups), Donuts (5)	USD\$ 69.66	\$
					0	Packages No. 3: Mineral Water (10), Soft Drinks (10), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Wine Corkage service (includes ice and wine glasses), 1 Assorted Candies Bowl (700 grs)	USD\$ 137.64	\$
					0	Packages No. 4: 1 Regular Coffee Thermo (15 cups), Mineral Water (10), Soft Drinks (10), 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax, 1 Peanuts Bowl 1 KG (japanese, salted and spicy), 1 Mini french Pastry Tray (40 grs per piece)	USD\$ 216.29	\$

					0	Packages No. 5: 1 Regular Coffee Thermo (15 cups), Mineral Water (15), Soft Drinks (15), 1 Goat Cheese with Oregano Mini Ciabatta Tray (20 pieces), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Assorted Candies Bowl (700 grs)	USD\$ 213.20	\$	-
					0	Packages No. 6: Mineral Water (10), Soft Drinks (10), 1 American style Cold Cuts Tray (includes 5 varieties: York Ham, Turkey Breast, Turkey Ham, Salami, Pastrami with sliced bread) 2.450 kgs, 1 Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware), 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax	USD\$ 214.61	\$	-
					0	Packages No. 7: Mineral Water (20), Soft Drinks (20), 1 Goat Cheese with Oregano Mini Ciabatta Tray (20 pieces), 1 Liquor corkage service (includes per bottle 8 soft drinks, ice and glassware), 1 Assorted Mini sandwiches Tray (3 chef's choices) 21 pieces, 1 Vegetables sticks Bowl (Cucumber, Carrot and jicama with dip) for 8 pax, 1 Wine Corkage service (includes ice and wine glasses), 1 Assorted Candies Bowl (700 grams)	USD\$ 219.10	\$	-
					0	Packages No. 8: 1 Regular Coffee Thermo (15 cups), Mineral Water (15), Soft Drinks (15), 1 Assorted Finger Sandwiches Tray (28 pieces), 1 Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas) (1Kg), 1 Wine Corkage service (includes ice and wine glasses), 1 Ham and Turkey breast in cubes (500 grams)	USD\$ 272.47	\$	-
Subtotal								\$	-
DATES					SANDWICH PLATTERS				
16-Jul	17-Jun	18-Jul			Total	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					0	Ham and Cheese Finger Sandwiches Tray	28 pieces	USD\$ 79.78	\$ -
					0	Tuna Fish salad Finger Sandwiches Tray	28 pieces	USD\$ 79.78	\$ -
					0	Surimi salad Finger Sandwiches Tray	28 pieces	USD\$ 79.78	\$ -
					0	Turkey Breast and Cheese Finger Sandwiches Tray	28 pieces	USD\$ 79.78	\$ -
					0	Assorted Finger Sandwiches Tray	28 pieces	USD\$ 79.78	\$ -
					0	Goat Cheese with Oregano Mini Ciabatta Tray	20 pieces	USD\$ 85.39	\$ -
					0	Serrano ham Mini Focaccia Tray	20 pieces	USD\$ 105.62	\$ -
					0	Tuna salad with Diced olives in bread roll Tray	20 pieces	USD\$ 85.67	\$ -
					0	Mustard Chicken Salad in Telera bread Tray	20 pieces	USD\$ 85.67	\$ -
					0	Assorted Mini sandwiches Tray (3 chef's choices: goat cheese with oregano mini ciabatta, mostar chicken salad in telera bread, tuna salad with diced olivs in bread)	21 pieces	USD\$ 88.48	\$ -
Subtotal								\$	-
FECHAS					SNACKS				
16-Jul	17-Jun	18-Jul			Total	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					0	Vegetables sticks (Cucumber, Carrot and jicama with dip)	Bowl	USD\$ 53.37	\$ -
					0	Homemade Popcorns Bowl, lime and Picante valentina's sauce	Bowl	USD\$ 12.36	\$ -
					0	Potatoes chips Tray, Lemon and Picante Valentina's sauce	Bowl	USD\$ 36.52	\$ -
					0	Mexican Dry Snack mix (peanuts, Nugget seeds, spicy Chickpeas)	Bowl	USD\$ 34.83	\$ -
					0	Pop Corn Machine with 500 orders	500 pcs	USD\$ 616.85	\$ -
					0	Refill 500 orders Pop Corn	500 pcs	USD\$ 470.22	\$ -
					0	Premium Dry Snacks (Mix of almonds, pistachio, Cashew nuts and pecans)	Bowl	USD\$ 100.00	\$ -
					0	Ham and Turkey breast in cubes	500 Grs	USD\$ 26.69	\$ -
					0	Cheese and cold cuts in cubes	500 Grs	USD\$ 26.69	\$ -
					0	Cheese in cubes (Manchego type and Panela)	500 Grs	USD\$ 26.69	\$ -
Subtotal								\$	-
DATES					COLD HORS D'OEUVRES				
16-Jul	17-Jun	18-Jul			Total	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					0	Mixed Cold Hors d'oeuvres (plese verify the selection included at the bottom of this page).	Total 50 pieces	USD\$ 177.81	\$ -
Subtotal								\$	-
DATES					SWEETS				
16-Jul	17-Jun	18-Jul			Total	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
					0	Assorted candies bowl	700 Grs	USD\$ 44.66	\$ -
					0	Mini french Pastry Tray (40 grs per piece)	20 pieces	USD\$ 48.88	\$ -
Subtotal								\$	-
DATES					BEVERAGES				
16-Jul	17-Jun	18-Jul			Total	ITEM DESCRIPTION	PORTION or SERVING SIZE	Item Price without taxes	Total Price without taxes
WHITE WINE									
					0	Blanc de Blancs (Pedro Domecq)	Bottle	USD\$ 23.03	\$ -
					0	Chenin Blanc (LA Cetto)	Bottle	USD\$ 26.69	\$ -
					0	Concha y Toro	Bottle	USD\$ 38.76	\$ -
RED WINE									
					0	Cabernet Sauvignon (LA Cetto)	Bottle	USD\$ 44.66	\$ -
					0	Concha y Toro	Bottle	USD\$ 38.48	\$ -
					0	Cabernet Sauvignon Monte Xanic	Bottle	USD\$ 60.11	\$ -
Whisky									
					0	William Lawson's 5 años	3/4 Lt Bottle	USD\$ 104.21	\$ -
					0	Johnnie Walker etiqueta roja	3/4 Lt Bottle	USD\$ 130.34	\$ -
					0	Johnnie Walker etiqueta negra	3/4 Lt Bottle	USD\$ 161.24	\$ -

[illegible]



HANGING OF BANNERS AND PROMOTIONAL

Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name:	INA PAACE AUTOMECHANIKA	Event Dates:	16,17 Y 18 JULIO 2025
GENERAL CUSTOMER INFORMATION			
Booth Name		BOOTH NUMBER	
Company Name			
Address 1			
Address 2			
City		Z.C.	
State		Tax ID/ VAT number/EIN	
Phone Number		Country	
On site contact		E-mail:	

PAYMENT METHOD

Deadline for early bird prices (in applicable services): 22/06/25

BANK:	CITIBANK NA	ACCOUNT:	36314909	Beneficiary:	REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
SWIFT CODE:	CITIUS33			Deadline to pay via Wire Transfer:	07/07/25
ABA:	21000089				

Pay with Credit/ Debit Card (remote charge)

Fill it only if your payment method is by credit/debit card

Beneficiary: Representaciones de Exposiciones México, S.A. De C.V.

Card Number

Card Type	
AMEX	
VISA	
MASTERCARD	

Seg. Code:

Expiration Date:

I hereby authorize charging any unpaid balance to my credit card

Printed Name of Card Holder

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Card Holder's Signature / I hereby authorize used of my financial data.

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PLEASE READ BEFORE PAYING:

ALL HANGING STRUCTURES MUST BE AUTHORIZED FIRST BY THE ORGANIZERS AND THEN BY CENTRO CITIBANAMEX. PLEASE SEND THE RENDER FOR YOUR HANGING (IMAGE) WITH WEIGHT, DIMENSIONS AND MATERIALS USED TO MAKE IT.

PRINTED CANVASES / BANNERS HANGING

QTY	SERVICE	Early Bird Price	Regular Price	AMOUNT
	Banners with a maximum size of 9 sq. meters (96.86 sq. Ft.)	USD 69	USD 82	\$ -
	Price per every additional sq. meter (10.76 sq. Ft)	USD 10	USD 11	\$ -

OTHER ITEMS

QTY	SERVICE	Early Bird Price	Regular Price	AMOUNT
	Other items with a maximum weight of 10 kgs. (22 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 69	USD 126	\$ -
	Other items with a maximum weight of 20 kgs. (44 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 139	USD 170	\$ -
	Other items with a maximum weight of 30 kgs. (66.14 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 174	USD 214	\$ -
	Other items with a maximum weight of 40 kgs. (88.18 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 209	USD 258	\$ -
	Other items with a maximum weight of 50 kgs. (110.23 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 244	USD 302	\$ -
	Other items with a maximum weight of 60 kgs. (132.28 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 279	USD 346	\$ -
	Other items with a maximum weight of 70 kgs. (154.32 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 314	USD 390	\$ -
	Other items with a maximum weight of 80 kgs. (176.37 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 349	USD 434	\$ -
	Other items with a maximum weight of 90 kgs. (198.42 lbs) , maximum 6 x 6 meters or up to 5 meters in diameter	USD 384	USD 478	\$ -

Hanging points

-Hanging items/structures from these point is not permitted-

QTY	SERVICE	Early Bird Price	Regular Price	AMOUNT
	Security line (not for hanging structures or items)	USD 35	USD 44	\$ -

Maximum height for banners/promotional products is 7mts. / 22.96 ft. (From floor to top of banner/promotional product) Unless Show Management has different specifications. We do not hang

SubTotal	\$ -
VAT (16%)	\$ -
Total	\$ -

Services requested during set-up & show will be accepted upon availability

Minimum 12 hours

lights, lamps, electrical or audiovisual equipment etc. Or elements over 100kgs

TERMS AND CONDITIONS

- A- The contractor must provide 1/8 inch steel cable and steel pressure knots (holding dogs) of the same size for all structural hanging work.
- B- The blanket or canvas hanging service includes threads or raffia for hanging and labor for assembly and disassembly. All blankets must have a frame at the top. Does not include production or printing of the canvas or blanket.
- C- Centro Citibanamex reserves the right to deny the service in the event that the item to be hung represents a risk either for the facilities or its visitors. In this case, Centro Citibanamex will make the corresponding refund.
- D- It is necessary to have made full payment to the Citibanamex Center for the installation of the service.
- E- Centro Citibanamex is not responsible for tarps and/or structures that are not collected after disassembly.
- F- The services requested during the assembly and event will be subject to availability of the service and response time of 12 hours from payment.
- G- Any damage to facilities, accident or mishap, caused by the structure, will be the responsibility of the exhibitor and/or its erector, who will have to cover the expenses incurred and, where appropriate, recognize their responsibility before the corresponding authorities.
- H- The position of the element may vary according to the characteristics and hanging points of the enclosure structure.
- I- All services are final, so if you request a relocation, you must cover 100% of the price of the service since it will be considered a new maneuver.
- J- Any cancellation of service must be requested in writing to the email accesorios-CCB@ocesa.mx at least 72 hours before entering the assembly. Installed services will not be subject to refunds.
- K- The maximum hanging height is 7 meters.
- L- It is not done hanging from electrical equipment such as lamps, lights, outlets or elements greater than 100 kgs
- M- It is the obligation of the exhibitor or assembler to cordon off the area where the assembly and disassembly maneuvers will be carried out.
- N- Any structure that exceeds 100 kg or dimensions of 6 x 6 meters long and wide and greater than 1.5 meters high must hire the rigging service.
- O- Hanging in convention halls is subject to the review and authorization of the Operations Management.
- P- Centro Citibanamex is not responsible for the delay or delivery of the service due to factors attributable to the contracting party.
- Q.- The price is per event of up to 5 days. Prices plus VAT and subject to change without prior notice. To qualify for preferential pricing, please order and pay for your service before the indicated deadline.

BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx



IT Services Form

Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA Event Dates: 16,17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name		BOOTH NUMBER
Company Name		
Address 1		
Address 2		
City		Z.C.
State		Tax ID/ VAT number/EIN
Phone Number		Country
On site contact		E-mail:

PAYMENT METHOD

Deadline for early bird prices (in applicable services): 22/06/25

BANK: CITIBANK NA ACCOUNT: 36314909 Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV
 SWIFT CODE CITIUS33 Deadline to pay via Wire Transfer: 07/07/25
 ABA 21000089

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 Fill it only if your payment method is by credit/debit card

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Card Number

Card Type
 AMEX
 VISA
 MASTERCARD

Seg. Code:

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Printed Name of Card Holder

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WIFI CODES

Quantity	Days	SERVICE	RATE	TOTAL
		Access code to the Centro CitiBanamex Wi-Fi service, price is charged per device per day & per device. 3Mbps broadband speed. Not for streaming.	USD 24	USD -
		Access code to the Centro CitiBanamex Wi-Fi service, price is charged per device per day & per device. 5Mbps broadband speed. Not for streaming.	USD 36	USD -

INTERNET

Quantity	SERVICE	RATE	TOTAL
	2MB //Dedicated Internet // WiFi or a cable service. Price per event.	USD 178	USD -
	5MB // Dedicated Internet // WiFi or a cable service. Price per event	USD 386	USD -
	10MB // Dedicated Internet // WiFi or a cable service. Price per event	USD 639	USD -
	20MB // Dedicated Internet // WiFi or a cable service. Price per event	USD 1,277	USD -
	30MB // Dedicated Internet // WiFi or a cable service. Price per event	USD 1,916	USD -
	40MB // Dedicated Internet // WiFi or a cable service. Price per event	USD 2,554	USD -
	50MB // Dedicated Internet // A single cable is delivered. Price per event	USD 3,111	USD -
	100MB // Dedicated Internet // A single cable is delivered. Price per event	USD 5,893	USD -

Other I.T. services

Quantity	SERVICE	Rate before deadline	Rate after deadline	TOTAL
	Public IP Address, subject to availability. Requires an Internet service. Maximun 5 days.	USD 324	USD 388	USD -
	Network node (No internet access)	USD 129	USD 155	USD -

WiFi access codes must be collected at the In House Services Office, located at exhibition level between Hall B and Hall C. There is no refund for not collected codes.

Subtotal \$ -
 VAT (16%) \$ -
 TOTAL AMOUNT \$ -

In case you need an internet service over 100MB please contact In House Services directly.

TERMS AND CONDITIONS

- The price of the service covers the event no longer than 5 days or per day (according to each service). The charge will be done in Mexican Pesos.
- For WiFi solution you indicate the net name and the password (you must give us the information at In House Service Office).
- For a internet by cable one single cable is delivered (RJ45).
- Full payment is required to install any service requested to Centro CitiBanamex.
- Services requested during set-up & show will be accepted and installed upon availability. Minimum 8hours.
- Orders placed on-site will be subject to availability.100% of the cost will be charged for relocation.
- All the devices and material used for installation and service purposes are property of the Centro CitiBanamex, therefore all the prices are on a rental basis.
- All cancellations must be sent in writing to adicionales-CCB@ocesa.mx 72 hours prior to the start of the show's assembly (move-in). Any request o relocate or cancel a services less that 72 hours prior to the show's first move-in day or after services have been installed will not be refund.
- The cost of the internet by cable includes a cable with RJ 45 plug.
- If you require open ports, please contact adicionales-CCB@ocesa.mx before ordering to confirm the correct service that need to be ordered.
- All services already installed not will be refund.

Request during Event Setup, are subject to availability

M.- For wifi codes it will be necessary to collect the at the In House Services Office, If you do not pick them up, there is no refund.
N.- All WiFi services are delivered with access for twenty users. If you require more users, please request it at the In House Services office.
O.- Once the service is delivered, the applicant is responsible for the care and protection of the wired services, so in the event that they result in damage during assembly, event or disassembly, the applicant must pay the amount of the damage before the service is restored.
BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.
<i>IMPORTANT NOTICE: The Wi-Fi service will be provided in one device exclusively, regardless the amount of days paid. The device in which the service is provided can't be changed once it's set up. Centro Citibanamex' network is optimized or those devices using the 5 Ghz. frequency, although devices in the 2.4 Ghz. frequency (devices released before 2017) may connect to the network, they might present connection errors, limited connection, or low speed while browsing, downloading or uploading files. Centro Citibanamex can't be held responsible for this errors.</i> NO REFUNDS NOR CHANGES APPLY FOR THIS SERVICE.
Please send this form and payment proof (Official bank document) to: adicionales-CCB@ocesa.mx



L. P. GAS SERVICE
Payment in full must accompany order form



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA

Event Dates:

16,17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name

BOOTH NUMBER

Company Name

Address 1

Address 2

City

State

Phone Number

On site contact

Z.C.

Tax ID/ VAT number/EIN

Country

E-mail:

PAYMENT METHOD

Deadline for early bird prices (in applicable services): 22/06/25

BANK: CITIBANK NA

ACCOUNT: 36314909

Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV

SWIFT CODE CITIUS33

Deadline to pay via Wire Trasfer:

07/07/25

ABA 21000089

Pay with Credit/ Debit Card (remote charge)

Fill it only if your payment method is by credit/debit card

Beneficiary: Representaciones de Exposiciones México, S.A. De C.V.

Number Card

Card Type

AMEX

VISA

MASTERCARD

Seg. Code:

Expiration Date:

I hereby authorize charging any unpaid balance to my credit card

Printed Name of Card Holder

Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end.

Card Holder's Signature / I hereby authorize used of my financial data.

NOTICE OF PRIVACY

"Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad<<http://www.centrocitibanamex.com/es/aviso-de-privacidad>>."

LAMPS FOR OCTANORM BOOTH SYSTEM

QTY	SERVICE	Before deadline	After deadline	AMOUNT
	Rental of portable cylinder, capacity 10 kg (18.50 liters) and reserve portable cylinder, capacity 10 kg (includes freight and handling)	USD 332	USD 415	\$0.00
	Rental of portable cylinder, capacity 20 kg (37 liters) and reserve portable cylinder, capacity 20 kg (includes freight and handling)	USD 428	USD 534	\$0.00
	Stationary Tank Rental Cap. 100 Liters - 54 Kgs. (Includes Freight and Maneuvers)	USD 898	USD 1,122	\$0.00
	Stationary Tank Rental Cap. 300 Liters - 162 Kgs. (Includes Freight and Maneuvers)	USD 1,131	USD 1,413	\$0.00
	Stationary Tank Rental Cap. 500 Liters - 270 Kgs. (Includes Freight and Maneuvers)	USD 1,348	USD 1,684	\$0.00

IF YOU REQUIRE ANY SERVICES THAT IS NOT ON THE LIST, PLEASE ASK FOR A QUOTE IN: adicionales-CCB@ocesa.mx

SUBTOTAL

\$0.00

VAT (16%)

\$0.00

TOTAL AMOUNT

\$0.00

FLOOR PLAN

Please indicate clearly with an "x" the location for installing the service inside your booth.

Services requested during set-up & show will be installed

upon availability. Minimum 12 hours

Rear stand

Left Stand

Right Stand

Front

BOOTH NUMBER

TERMS AND CONDITIONS

A.- The charge will be done in mexican pesos, plus tax (vat 16%)

B.- The price of the service includes installation, gas service according to the contracted amount and dismantling.

C.- Gas services will be provided only by the personnel of Centro Citibanamex.

D.- Installation requested will be installed according to location of the service floor plan.

E.- The gas service will be installed only in the exhibition floor and inside the exhibition area.

F.- Centro Citibanamex is not responsible for damages due to gas pressure variations.

G.- Full payment is required to process any order placed to Centro Citibanamex.

H.- Services requested during set-up & show will be accepted and installed upon availability. Minimum 12hours to respond.

I.- Orders placed on-site will be subject to availability. 100% of the cost will be charged for relocation.

J.- Equipment and / or material used for installation are property of Centro Citibanamex. Exhibitor is liable for any damage or theft.

K.- The contractor will be the sole responsible for the correct usage and care of the installations requested.

L.- All cancellations must be sent in writing to adicionales-CCB@ocesa.mx 72 hours prior to the start of the show's assembly (move-in). Any requests to relocate or cancel a service less than 72 hours prior to the show's first move-in day or after services have been installed will not be refunded.

M.- Installed services are not refundable.

BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.

Please send this form and payment proof (Official bank document) to:

adicionales-CCB@ocesa.mx



RIGGING FORM



No outside food or drinks is allowed for own or third party consumption during the mounting phase, event and dismantling phase.

Event Name: INA PAACE AUTOMECHANIKA Event Dates: 16, 17 Y 18 JULIO 2025

GENERAL CUSTOMER INFORMATION

Booth Name		BOOTH NUMBER
Company Name		
Address 1		
Address 2		
City		
State		
Phone Number		
On site contact		
	Z.C.	
	Tax ID/ VAT number/EIN	
	Country	
	E-mail:	

Services requested during set-up & show will be accepted upon availability. Minimum 12 hours

THIS SERVICE APPLY TO STRUCTURES WITH LIGHTS, LAPMS, AUDIVISUAL EQUIPMENT, HEAVIER THAN 90 KGS, OR LARGER THAN 6 x 6 METERS OR 5 METERS IN DIAMETER

ALL HANGING MUST BE AUTHORIZED FIRST BY ORGANIZING COMMITTEE AND CENTRO CITIBANAMEX.

TO GET A QUOTE FOR RIGGING SERVICES, PLEASE SEND:

- 1) RENDER OF YOUR PROYECT.
- 2) DIMENSIONS OF THE PROYECT.
- 3) WEIGHT OF THE STRUCTURE YOU INTEND TO HANG.
- 4) DESCRIPTION OF THE MATERIALS USED TO MAKE IT.

TERMS AND CONDITIONS

- A.- The price is per event. Prices plus VAT and subject to change without prior notice. Please order and pay for your service before the indicated deadline.
- B.- The rigging service is provided exclusively by the company LOGRA.
- C- Centro Citibanamex reserves the right to deny the service in the event that the item to be hung represents a risk either to the facilities or its visitors.
- D- It is necessary to have made full payment for the service for it to be carried out.
- E- Centro Citibanamex is not responsible for any material that is not collected after disassembly.
- F-The services requested during the assembly and event will be subject to availability of the service and response time of at least 12 hours from payment.
- G- Any damage to facilities, accident or mishap, caused by the structure, will be the responsibility of the exhibitor and/or its erector, who will have to cover the expenses incurred and, where appropriate, recognize their responsibility before the corresponding authorities.
- H- The position of the element may vary according to the characteristics and hanging points of the enclosure structure.
- I- All services are final, so if you request a relocation, you must cover 100% of the price of the service since it will be considered a new maneuver.
- J- Any cancellation of service must be requested in writing to the email accesories-CCB@ocesa.mx at least 72 hours before entering the assembly. Installed services
- K- The maximum hanging height is 7 meters.
- L- Centro Citibanamex is not responsible for the delay or delivery of the service due to factors attributable to the contracting party.
- M- It is the obligation of the exhibitor or assembler to cordon off the area where the assembly and disassembly maneuvers will be carried out.

BY FILLING AND SUBMITTING THIS FORM, THE APPLICANT ACCEPTS THE INDICATED TERMS OF SERVICE IN FULL.

Please send this form to:
adicionales-CCB@ocesa.mx

REQUEST FOR SECURITY ELEMENT STAND

SYHME, Seguridad privada S.A. De C.V.

Tel. +52 55 6295-0029

Mail. syhme.seguridad@gmail.com



ESPOSITOR DATA			
COMPANY NAME		No. STAND	
DIRECTION			
CONTACT NAME			
MAIL		PHONE	

AVAILABLE DATES AND SCHEDULES	START TIME	FINISH TIME	NUMBER OF GUARDS	HOURS

	5 days before the event	In the event
PER TURN OF 12 HRS.	\$1,000.00	\$1,200.00
PER TURN OF 24 HRS.	\$1,700.00	\$1,900.00

Price+TAX

Do you want the guard to wait until the a representative arrives at the Stand to free the guard?

YES

NO

Authorized persons

Terms and conditions

1. The payment must be 100% covered before the start of the Event
2. If the contract is made in the event, it must be fully paid before starting (payment in cash)
3. Send billing information to syhme.seguridad@gmail.com maximum 3 days after the event
4. In case of cancellation of the service, you must notify 4 days before in order to reimburse the amount paid, otherwise there will be a penalty fee of 50% of the amount contracted.

Pavement methods	
Undertaking	SYHME, Seguridad Privada S.A. de C.V.
Bank:	BBVA BANCOMER
Count:	012 088 9059
Key	012 180 0012 0889 059 2
CODIGO SWIFT	BCMRMXMMPYM
Mail:	syhme.seguridad@gmail.com

CONTACT	WhatsApp
Enrique Islas Carcaño	551345 8471
Dirección Operativa	
Hugo Cabrera Tenorio	556357 1515
Dirección Comercial	
ic. Yavida Benítez Hidalgo	556295 0029
Dirección Administrativa	

2025

AUDIOVISUAL EQUIPMENT RENTALS



JULY 16 – 18

CENTRO CITIBANAMEX

COMPANY NAME			BOOTH NUMBER		
ADDRESS:					
CITY:		STATE		ZIP:	
COUNTRY					
VAT NUMBER / TAX ID:					
REPRESENTATIVE			E-MAIL ADDRESS:		
PHONE NUMBER:			CONFIRMATION #		

DEADLINE JUNE 13, 2025

EQUIPMENT	QUANTITY	PRICE PER DAY IN USD	PRICE PER EVENT IN USD	EXTENDED PRICE USD \$
VIDEO AND SCREENS				
42" Plasma Screen		\$97.00	\$291.00	
DVD Player		\$22.00	\$66.00	
Infocus Videoprojector		\$220.00	\$660.00	
Screen 4.00 x 3.00m		\$88.00	\$264.00	
Screen 3.00 x 2.00m		\$68.00	\$204.00	
Screen 2.40 x 2.40m		\$61.00	\$183.00	
SOUND EQUIPMENT				
Sound equipment for 300 persons		\$187.00	\$561.00	
Sound equipment for 500 persons		\$273.00	\$819.00	
Microphone		\$33.00	\$99.00	
Cordless microphone		\$69.00	\$207.00	
Cordless microphone Lavalier		\$69.00	\$207.00	
OTHERS				
Copying machine		\$275.00	\$825.00	
Desktop 1GB RAM		\$176.00	\$528.00	

THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE

SUB-TOTAL USD \$ _____
 TAX 16% \$ _____
 TOTAL USD \$ _____

SEND THIS FORMAT BEFORE JUNE 13, 2025 BY EMAIL TO:

eliudh@ormex.com

IMPORTANT: Order formats made during the move in will be accepted depending on our availability and will be delivered within 4 hours

NOTE: Any request after JUNE 13, 2025 will have an additional 25% charge and will be subject to availability

Payment should be made by Wire Transfer to the next bank account: **BANCO MERCANTIL DEL NORTE SA (BANORTE);**

BENEFICIARY: ORMEX DISPLAY S.A. DE C.V.

Account number **0168438730**; IBAN (key number for wire transfer) **072580001684387308**

Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**

ABA: 026-009-593

If you want to make your request and payment (through the PAYPAL System) on line; go to our web site www.ormex.com

and click on the INA PAACE AUTOMECHANIKA logo and write the code **PAM25**

PAYMENT SHOULD BE MADE BEFORE JUNE 13, 2025

PLEASE ASK FOR YOUR CONFIRMATION NUMBER:

CONTACT : ELIUD HERRERA / eliudh@ormex.com



JULY 16 – 18
CENTRO CITIBANAMEX

COMPANY NAME		BOOTH NUMBER	
STREET:			
CITY:	STATE	ZIP:	COUNTRY
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:		CONFIRMATION NUMBER	

DEADLINE JUNE 13, 2025

REQUEST FOR BOOTH MODIFICATION

- 1.- FASCIA BOARD
- 2.- FASCIA NAME
- 3.-LEFT WALL
- 4.- RIGHT WALL
- 5.- CARPET



If you require any modification to your booth, please indicate it below. In case you have more than one booth please make a sketch specifying the modifications that you need. All corner booths have another fascia with signboard and they do not have a side wall.

This format must be sent to our representative before JUNE 13, 2025, by email to eliudh@ormex.com

NOTE: If you do not send this format before the deadline, there will be an additional cost of **USD \$26.00**.

PLEASE ASK FOR YOUR CONFIRMATION NUMBER once you have sent the format

CONTACT : ELIUD HERRERA / eliudh@ormex.com

OBSERVATIONS:

AUTHORIZED BY

NAME

SIGNATURE



JULY 16 – 18
CENTRO CITIBANAMEX




COMPANY NAME		BOOTH NUMBER	
ADDRESS:			
CITY:	STATE	ZIP:	COUNTRY
VAT NUMBER / TAX ID:			
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:		CONFIRMATION #	

DEADLINE JUNE 13, 2025

CARPET AND PADDING REQUEST

The cost of the carpet rental is USD \$10.00 + 16% TAX per square meter. It includes the installation. Please select a color below. In case you need another color, please indicate which one it is and we will tell you the price and availability.

CARPET COLORS

GRAY <input type="text"/>		ROYAL BLUE <input type="text"/>		BLACK <input type="text"/>	
OCEAN BLUE <input type="text"/>		RED <input type="text"/>		BRIGHT RED <input type="text"/>	

Square meters needed: _____ x USD \$10.00 / sqm (m2) = subtotal \$ _____

	Price per square meter	Price after deadline		Square meters needed	
10mm THICK PADDING	USD \$8.00/sqm (m2)	USD \$10.00/sqm (m2)	X	_____	sub total \$ _____
THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE					Sub total \$ _____
					Tax 16% \$ _____
SEND THIS FORMAT BEFORE JUNE 13, 2025 BY EMAIL TO: eliudh@ormex.com					TOTAL \$ _____

IMPORTANT: Order formats made during the move in will be accepted depending on our availability and will be delivered within 4 hours

NOTE: Any request after JUNE 13, 2025 will have an additional 25% charge and will be subject to availability

Payment should be made by Wire Transfer to the next bank account: **BANCO MERCANTIL DEL NORTE SA (BANORTE);**

BENEFICIARY: ORMEX DISPLAY S.A. DE C.V.

Account number **0168438730**; IBAN (key number for wire transfer) **072580001684387308**

Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**

ABA: 026-009-593

If you want to make your request and payment (through the PAYPAL System) on line; go to our web site www.ormex.com and click on the INA PAACE AUTOMECHANIKA logo and write the code **PAM25**

PAYMENT SHOULD BE MADE BEFORE JUNE 13, 2025

PLEASE ASK FOR YOUR CONFIRMATION NUMBER :

CONTACT : ELIUD HERRERA / eliudh@ormex.com



JULY 16 – 18
CENTRO CITIBANAMEX

COMPANY NAME		BOOTH NUMBER	
STREET:			
CITY:	STATE	ZIP:	COUNTRY
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:		CONFIRMATION NUMBER	

DEADLINE JUNE 13, 2025

REQUEST FOR SHELL SCHEME FASCIA NAME

(FOR PACKAGE BOOTH ONLY)

I REQUIRE THE FASCIA NAME

☐

I DO NOT REQUIRE THE FASCIA NAME

☐

Mark with an "X" if you require or not the shell scheme fascia name.

Your shell scheme fascia name can be done using your company name or your brand (choose either one). The fascia name is 3 inches high and it is uniform for all exhibitors. Logos or special signs are not used.

I request my fascia name in the following way: **(MAXIMUM 45 CHARACTERS)**

This form must be sent by email to our representative before JUNE 13, 2025

Please send the format to ELIUD HERRERA /eliudh@ormex.com

ASK FOR YOUR CONFIRMATION NUMBER AFTER SENDING THIS FORMAT

NOTE: If you do not send this format before the deadline, we are not sure we will be able to give you this service during the show. If any fascia name is required during the set up or during the event, there will be an extra cost of **USD \$26.00 + Tax.**

COMMENTS:

IMPORTANT: If this form is not received before the deadline the fascia name will be the same as the company name that bought the booth to the show owners. Any Change will have an additional cost.



FURNITURE RENTAL

JULY 16 – 18 2025
CENTRO CITIBANAMEX



COMPANY NAME :		BOOTH NUMBER :	
COMPANY ADDRESS :			
VAT NUMBER / TAX ID:			
CITY :	STATE :	ZIP :	COUNTRY :
CONTACT NAME :		E- MAIL ADDRESS :	
TELEPHONE : ()			

DEADLINE: JUNE 13, 2025

CODE	EQUIPMENT	Quantity	Price before deadline USD	Price on site USD	EXTENDED PRICE
CHAIRS					
	High chair bar style.....	<input type="text"/>	\$32.00	\$40.00	<input type="text"/>
	Chair with arms support.....	<input type="text"/>	\$21.00	\$26.00	<input type="text"/>
	Chair with wheels, adjustable height.....	<input type="text"/>	\$29.00	\$36.00	<input type="text"/>
	Chair upholstered with cloth.....	<input type="text"/>	\$19.00	\$24.00	<input type="text"/>
TABLES					
	Table 1.20 x 0.60m.....	<input type="text"/>	\$45.00	\$56.00	<input type="text"/>
	Round table (diameter 91CM) H = 75CM.....	<input type="text"/>	\$68.00	\$85.00	<input type="text"/>
	High round table.....	<input type="text"/>	\$65.00	\$81.00	<input type="text"/>
	Glass Round Table 91CM diameter.....	<input type="text"/>	\$70.00	\$87.00	<input type="text"/>
SHELVES					
	Shelf (1.0x0.30m).....	<input type="text"/>	\$23.00	\$29.00	<input type="text"/>
	Three corner shelves 60 x 60 x 85cm.....	<input type="text"/>	\$35.00	\$44.00	<input type="text"/>
	Book stand with 3 shelves.....	<input type="text"/>	\$21.00	\$26.00	<input type="text"/>
ACCESSORIES					
	Spotlight	<input type="text"/>	\$24.00	\$30.00	<input type="text"/>
	Plants.....	<input type="text"/>	\$32.00	\$40.00	<input type="text"/>
	Metallic Exhibit 180 x 60 cms.....	<input type="text"/>	\$32.00	\$40.00	<input type="text"/>
	Plastic Wastebasket.....	<input type="text"/>	\$6.00	\$8.00	<input type="text"/>
	Hooks for metallic exhibit (package with 5pc)	<input type="text"/>	\$9.00	\$11.00	<input type="text"/>
	Tablecloth (blue, green, black).....	<input type="text"/>	\$15.00	\$19.00	<input type="text"/>
	hooks for slat wall (package with 5pc).....	<input type="text"/>	\$9.00	\$11.00	<input type="text"/>
OTHERS					
	Counters H = 45 ".....	<input type="text"/>	\$69.00	\$86.00	<input type="text"/>
	Servibar (minifridge).....	<input type="text"/>	\$162.00	\$202.00	<input type="text"/>
	Counters with key H = 45 ".....	<input type="text"/>	\$82.00	\$102.00	<input type="text"/>
	Glass cabinet 1 x 1 x 0.5m with storage area	<input type="text"/>	\$135.00	\$169.00	<input type="text"/>
	Glass cabinet 1 x 1 x 0.5m.....	<input type="text"/>	\$158.00	\$197.00	<input type="text"/>
	Living room set with three pieces of furniture..	<input type="text"/>	\$416.00	\$520.00	<input type="text"/>
	Slat wall (1m2).....	<input type="text"/>	\$40.00	\$50.00	<input type="text"/>
	0.96x2.33 Panel.....	<input type="text"/>	\$33.00	\$41.00	<input type="text"/>
	Glass cabinet with counter 1 x 2 x 0.5m.....	<input type="text"/>	\$208.00	\$260.00	<input type="text"/>

SEND THIS FORMAT BEFORE JUNE 13, 2025 BY EMAIL TO: eliudh@ormex.com

Sub – Total:

Tax 16%

Total

THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR CANCELLATION AFTER THE DEADLINE

IMPORTANT: Order formats made during the move in will be accepted depending on our availability and will be delivered within 4 hours

NOTE: Any request after JUNE 13, 2025 will have an additional 25% charge and we be subject to AVAILABILITY
Payment should be made by Wire Transfer to the next bank account: **BANCO MERCANTIL DEL NORTE SA (BANORTE);**
BENEFICIARY: ORMEX DISPLAY S.A. DE C.V.
Account number **0168438730**; IBAN (key number for wire transfer) **072580001684387308**
Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**
ABA: 026-009-593

If you want to make your request and payment (through the PAYPAL System) on line; go to our web site www.ormex.com
and click on the INA PAACE AUTOMECHANIKA logo and write the code **PAM25**
PAYMENT SHOULD BE MADE BEFORE JUNE 13 , 2025



SPECIAL DESIGNS
JULY 16 – 18
CENTRO CITIBANAMEX



COMPANY NAME			BOOTH NUMBER
STREET:			
CITY:	STATE	ZIP:	COUNTRY
REPRESENTATIVE		E-MAIL ADDRESS:	
PHONE NUMBER:			

DEADLINE MAY 30, 2025

SPECIAL BOOTH DESIGNS

MODELS	PRICE USD
E-901	\$1,606.00
E-902	\$1,445.00
E-903	\$1,549.00
C-901	\$1,513.00
C-902	\$1,412.00
C-903	\$1,606.00
P-1801	\$2,638.00
P-1802	\$2,822.00
P-1803	\$2,707.00
Y-3601	\$4,532.00
Y-3602	\$4,188.00
Y-3603	\$4,416.00

**THERE WILL BE NO FULL OR PARTIAL REFUNDS FOR
CANCELLATION AFTER THE DEADLINE**

Subtotal \$ _____
Tax 16% \$ _____
TOTAL \$ _____

AVAILABLE COLORS (You can choose more than one color)

WHITE _____
BLACK _____
BLUE _____
RED _____
YELLOW _____
GREEN _____
GRAY _____
ORANGE _____

TO SEE THE BOOTH DESIGNS VISIT OUR WEB SITE www.ormex.com

IMPORTANT: ORIGINAL LOGOS SHOULD BE SENT BY MAIL 20 DAYS BEFORE THE SHOW SET UP.
THE COLOR OF THE LOGOS WILL BE AS SIMILAR AS POSSIBLE TO THE ORIGINAL

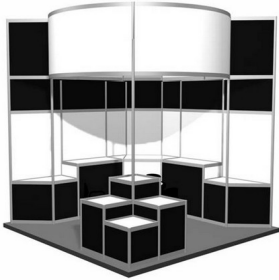
Payment should be made WIRE TRANSFER TO **ORMEX DISPLAY S.A. DE C.V.** (just for special designs), to the next bank
account: BANCO MERCANTIL DEL NORTE SA (BANORTE);
Account number 0168438730; IBAN (key number for wire transfer) **072580001684387308**
Swift **MENOMXMT**; Location **NUEVO LEON, MEXICO**; branch **2499**
ABA: 026-009-593

If you want to make your request and payment (through PAYPAL System) on line, go to our web site www.ormex.com
and click on the PAACE AUTOMECHANIKA MEXICO logo and write the code **PAM25**

PAYMENT SHOULD BE MADE BEFORE MAY 30, 2025

PLEASE ASK FOR YOUR CONFIRMATION NUMBER
CONTACT: DEBORAH CANTU / dcantu@ormex.com

Stands/ booth 3x3m
Corner / Esquina



E-901

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 2 counters, 4 pedestales y dos áreas para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 2 counters, 4 pedestals and two superior panels for graphics.



E-902

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 5.00m de alto con 4 counters, 1 counter curvo, mesa redonda, 3 sillas, 2 repisas y tres áreas para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 5.00m height, with 4 counters, 1 curve counter, round table, 3 chairs, 2 shelves and three superior panels for graphics.

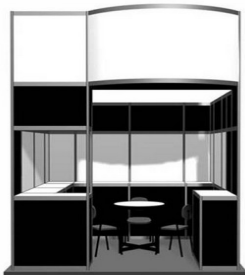


E-903

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 4.50m de alto con 4 counters, 1 pedestal de 0.50m height, mesa redonda, 3 sillas y Un área superior para gráfico.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 4.50m height, with 4 counters, 1 pedestal 0.50m height, round table, 3 chairs and one superior panel for graphic.

Stands/ booth 3x3m
Box / Cajón



C-901

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 7 counters, mesa redonda, 3 sillas y un panel superior para gráfico.

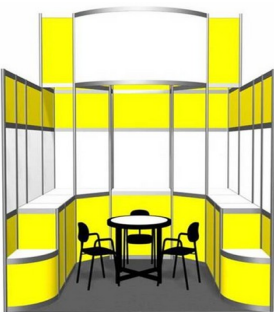
Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 7 counters, round table, 3 chairs and one superior panel for graphic.



C-902

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 7 counters, mesa redonda, 3 sillas y un panel superior para gráfico.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 7 counters, round table, 3 chairs and one superior panel for graphic.



C-903

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
3.00 x 3.00m y 3.50m de alto con 5 counters, 2 pedestales, mesa redonda, 3 sillas y un panel superior para gráfico.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 5 counters, 2 pedestals, round table, 3 chairs and one superior panel for graphic.

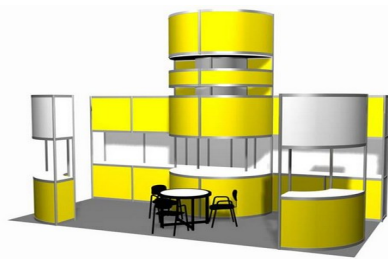
Stands /booth 6X3M
PENNINSULA/ PENINSULA



P-1801

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 3.00m y 3.50m de alto con 4 counters, 6 pedestales, mesa redonda, 3 sillas y 2 paneles superiores para gráficos.

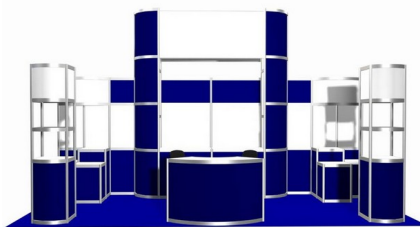
Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 3.50m height, with 4 counters, 6 pedestals, round table, 3 chairs and two superior panels for graphics.



P-1802

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 3.00m y torre central de 5.00m de alto con 4 counters, 2 torres curvas, mesa redonda, 3 sillas y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 5.00m height central tower, with 4 counters, 2 curve towers, round table, 3 chairs and 4 superior panels for graphics.



P-1803

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 3.00m y torre central de 4.00m de alto con 2 counters, 2 torres, 6 pedestals, 1 counter curvo, 2 bancos y 5 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
3.00 x 3.00m and 4.00m height central tower, with 2 counters, 2 towers, 6 pedestals, 1 curve counter, 2 stools and 5 superior panels for graphics.

Stands/ booth 6X6M
ISLAND / ISLA



Y-3601

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 6.00m y 4.50m de alto con 8 counters, 4 torres, 1 mesa redonda, 3 sillas, 4 bancos y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
6.00 x 6.00m and 4.50m height, with 8 counters, 4 towers, 1 round table, 3 chairs, 4 stools and 4 superior panels for graphics.



Y-3602

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 6.00m y 5.00m de alto con 4 counters curvos, 4 torres con repisa, 1 mesa redonda, 3 sillas y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
6.00 x 6.00m and 5.00m height, with 4 curve counters, 4 towers with shelf, 1 round table, 3 chairs and 4 superior panels for graphics.



Y-3603

Diseño en sistema de aluminio Dualeight, y Paneles de melamina y plásticos.
6.00 x 6.00m y 6.00m de alto con 1 counter, 3 torres, 1 mesa redonda, 3 sillas, área de negocios y 4 paneles superiores para gráficos.

Booth composed by Dualeight aluminum system, Wooden and plastic panels.
6.00 x 6.00m and 6.00m height, with 1 counter 3 towers, 1 round table, 3 chairs, business area and 4 superior panels for graphics.



INTERNATIONAL SHIPPING INSTRUCTIONS

INA PAACE Automechanika

CENTRO CITIBANAMEX

July 16-18

Dear Exhibitor.

Estimado expositor.

We trust your participation [INA PAACE AUTOMECHANIKA](#) is a successful one. These instructions are intended to give you information on the customs process and formalities for the event.

Confiamos en que su participación [INA PAACE AUTOMECHANIKA](#) será exitosa. Estas instrucciones de embarque le darán información sobre los procesos aduanales para este evento.

Prior to shipping, all international freight must be pre-advised to:

Todos los embarques internacionales, deberán ser notificados antes de su envío a:

Rock it Global – Trade Shows

Office: tradeshowsmx@rockitcargo.com

On-Site handling: onsitemx@rockitcargo.com

Ph. +5255 5280 1279

Rock it Global – Trade Shows

Oficina: tradeshowsmx@rockitcargo.com

Maniobras en sitio: onsitemx@rockitcargo.com

Ph. +5255 5280 1279

CARGO ARRIVAL DEADLINES

AIR FREIGHT:

Should arrive to **Mexico City Intl Airport** no later than:

July 4th

TRUCK FREIGHT:

Should arrive to our **Laredo Tx.** No later than:

June 27th

OCEAN FREIGHT:

Should arrive to **Manzanillo/ Veracruz port** no later than:

For FCL shipment, *June 27th*.

EMBARQUES AÉREOS:

Deberán arribar al **Aeropuerto Internacional de la Ciudad de México** a más tardar el:

4 de julio

EMBARQUES TERRESTRES:

Deberán arribar a **Laredo Tx.** A más tardar el:

27 de Junio

EMBARQUES MARITIMOS:

Deberán arribar al puerto de **Veracruz/ Manzanillo** a más tardar el:

Para embarques FCL *27 de Junio*

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Nitzia.palacios@rockitcargo.com

+ 1 (786) 526-4625

ALL OTHER COUNTRIES

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Lourdes.martin@rockitcargo.com

+ 52 55 5280-1279

COMPANIES IN MEXICO:

Kim Valdes

Kim.valdes@rockitcargo.com

+ 52 55 53307124



DOCUMENTATION

We need the following documentation, without exceptions, to process customs formalities:

- **Commercial Invoice and Packing List:**

All invoices must contain full description of goods, including quantity, size/ weight, value of each item shipped & currency. Mexican customs will not accept the term "No Commercial Value" for any item.

- **AWB or BL or BOL.**

Issue a Direct Master Airway Bill or Direct Seaway Bill to:

Consignee to:

CargoLive, S de RL de CV
Platón 409, Polanco
11560 Mexico, CDMX
TAX ID: CAR091028R36

Notify:

EXPO NAME/ Exhibitor Name/ Booth #
Lourdes Martin
E mail. tradeshowsmx@rockit.global
Ph. +5255 5280 1279

**Note: For Sea freights EXPRESS RELEASE BL is needed.*

DOCUMENTACIÓN

Los documentos que requerimos, sin excepción, para liberar aduanalmente su embarque son:

- **Factura Comercial y Lista de Empaque:**

Todas las facturas deben contener una descripción detallada de la mercancía, indicando cantidades, peso/medidas, valor unitario y moneda. Todos los productos deberán indicar un valor, no se acepta la leyenda "producto sin valor comercial"

- **AWB o BL o BOL.**

Emita guía aérea Máster directa o un BL marítimo directo a:

Consignar a:

CargoLive, S de RL de CV
Platón 409, Polanco
11560 Mexico, CDMX
RFC: CAR091028R36

Notify:

EXPO NAME/ Exhibitor Name/ Booth #
Lourdes Martin
E mail. tradeshowsmx@rockitcargo.com
Ph. +5255 5280 1279

**Nota: Para embarques marítimos, se requiere BL EXPRESS RELEASE.*

CASE MARKING

NAME OF THE EVENT

Exhibitor: _____ Stand: _____

Case #: _____ of _____ AWB or B/L: _____

Dimensions (cm): ____ x ____ x ____ Gross Weight (kg): _____

Consignee: CargoLive, S. de R.L. de C.V.

EMPAQUES Y MARCAS

NOMBRE DEL EVENTO

Expositor: _____ Stand: _____

Case #: _____ de _____ AWB or B/L: _____

Dimensiones(cm): ____ x ____ x ____ Peso bruto (kg): _____

Consignar: CargoLive, S. de R.L. de C.V.

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All products must to come properly packaged or packed in boxes or pallets with the appropriate protection for transportation and multiple cargo handling.

All cargo will be opened, inspected, and compared to the details listed on your commercial invoice. **Discrepancies will cause delays and possible additional cost and fines. Please do not ship anything does not declare on the Commercial Invoice/ Packing List.**

Wooden Packaging such as skids, crates, pallets etc. **must have Certificate of Fumigation or authorize fumigation stamp on the wood.**

FOOD, BEVERAGE & TEXTILES

Certain Products (**foodstuffs, seeds, grains, beverage, chemicals, textiles, and leather**) **require permits and certificates issued by an appropriate Mexican Government. Do not ship without pre-advancing above products.** This can delay customs clearance. CargoLive can assist in obtaining these permits, but we must be advised of these products at least 2 months in advance before the product is shipped.

HAZARDOUS GOODS

Shipments containing hazardous goods require special handling and documentation. Many steamship lines, airlines and trucking companies have strict regulations which dictate that such shipments be moved separately, properly documented and packed in strict accordance with current laws and regulations. If you plan to ship hazardous materials,

Todos los productos deberán venir correctamente empacados o embalados con las cajas o protecciones adecuadas para la transportación y manejo de la carga.

Todas sus cajas en la aduana obligatoriamente se hace una inspección y estas deben ser abiertas por las autoridades. **Le pedimos que NO embarque nada que no venga declarado en sus Facturas Comerciales/ Listas de empaque**, ya que esto causará retrasos y posibles costos adicionales.

En caso de ocupar embalajes de madera, como cajas, pallets o cualquier otro, **deberán haber sido tratados mediante proceso de fumigación y traer Certificado y sello de Fumigación.**

ALIMENTOS, BEBIDAS Y TEXTILES

Si usted piensa traer alguno de estos productos, le pedimos enviar sus documentos para revisión con 60 días de anticipación, **ya que estos productos están sujetos a permisos de las autoridades mexicanas**, que toman de 30 a 45 días hábiles para obtenerse. **Por favor no embarque ninguno de estos productos sin antes consultar con nuestra oficina en México.**

PRODUCTOS PELIGROSOS

Los envíos que contengan mercancías peligrosas requieren un tratamiento especial ya que las líneas aéreas, terrestres y navieras cuentan con regulaciones especiales para el manejo de este tipo de carga. Por lo que le pedimos embarcar estos productos de forma separada y enviarlos con la documentación de acuerdo con las legislaciones y reglamentos establecidos. Si está

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please notify Cargo Live prior to the delivery of the goods to our consolidation points.

planeando embarcar algún material peligroso, le pedimos contactarnos previo a su envío.

SALE OF GOODS

If you want to sell any material, this can only be done if the buyer is a Mexican company or a person who has an import license.

CargoLive is jointly liable with Mexican Authorities, therefore it is mandatory to make a change of regime changing from a temporal to a permanent import and it is necessarily making the payment of duties and taxes according with current rates and regulations. This service is an additional fee, which can be covered by the buyer or by the exhibitor.

We are unable allow the buyer to take the goods without having paid the taxes, so that the goods shall be under our custody during the process of nationalization or regularization and once you get the final import, we will coordinate the delivery of goods.

All expenses for this additional service must be paid in total before the delivery of goods.

Mexican Value Added Tax (I.V.A.) of 16% will apply to all services rendered in Mexico. Items for permanent importation into Mexico will be subject to payment of Customs Duty and I.V.A.

VENTA DE MERCANCÍA

Si usted desea vender algún material de su exhibición, lo podrá hacer siempre y cuando su comprador sea una compañía mexicana o persona que cuente con Padrón de Importadores.

CargoLive es responsable solidario de la mercancía ante las autoridades mexicanas, por lo tanto, es obligatorio hacer un proceso de cambio de régimen de importación temporal a definitiva, para lo cual se requerirá del pago correspondiente a los impuestos por Importación Definitiva, de acuerdo con las tasas y regulaciones vigentes. Este servicio tiene un costo adicional, el cual puede ser cubierto por el comprador o por el expositor.

No se permitirá que el comprador se lleve la mercancía sin haber realizado el pago de impuestos, por lo que la mercancía quedará bajo nuestra custodia durante el trámite de nacionalización o regularización y una vez que se obtenga la importación definitiva se coordinara la entrega de mercancía.

Los gastos que este procedimiento genere deberán ser cubiertos en su totalidad antes de la entrega de la mercancía al comprador final.

Todo servicio se cobrará con el 16% de IVA, así mismo cualquier producto que se desee importar en México, de forma definitiva estará sujeto al pago de I.V.A. y a los impuestos determinados por la aduana

OUTBOUND/RETURN SHIPMENTS

All materials returning to their country of origin will be subject to Mexican export clearance that can take up to 15 working days to complete. This should be considered when planning for the use of your

RETORNO DE EMBARQUES

Todo el material que se regrese al país de origen deberá ser sujeto al proceso de exportación y éste puede tomar hasta 15 días hábiles. Deberá considerar este tiempo en caso de que el material vaya a ser enviado a

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material after the completion of this show. Return transit times are affected by mode of transport, customs status, security, and congestion at the border.

otro evento. El tiempo de retorno dependerá del medio de transportación y saturación en aduanas.

REGULATIONS/ RESTRICTIONS

Items for temporary import into Mexico (any item which will be re-exported from Mexico at the end of the show) must be packed and invoiced separately from those items that will remain in Mexico (sold, distributed, or given away).

Descriptions for all items being sent to Mexico should be **simple and easily understood**. The description must also indicate model and serial numbers and they must match the actual items being shipped. Any discrepancies discovered by Mexican Customs will result in the confiscation of the entire shipment. Neither CargoLive nor our agent is responsible for the accuracy of the documents prepared by the exhibitor; therefore, we cannot accept any responsibility for the result of inaccurate invoices or certificates of origin.

We do not recommend exhibitors **hand carry** exhibit materials to the show, or ship through courier companies. Mexican customs operate on a random RED LIGHT/GREEN LIGHT system. If you receive a red light your packages will be searched, and any items deemed not to be personal effects may be detained. If this happens you will need to enlist the assistance of a Mexican Customs Broker to lodge a formal clearance to obtain release of your goods. This process will prove to be expensive and may take several days to complete.

Mexican customs will not accept the term "No Commercial Value" for any item. For giveaway items, we suggest you use the lowest possible realistic value. For saleable material, your commercial invoice must reflect the price at which you plan to sell the item. Once a value is stated on an official document it cannot be changed. Mexican Customs reserves the

REGULACIONES Y RESTRICCIONES

Le pedimos empaquetar y facturar por separado el material a importar de forma temporal (lo que se vaya a retornar al término del evento) y lo definitivo que es lo que se quedará en México (material a vender, folletos, regalos, etc.)

La **descripción de los artículos que envíe a México debe ser simple y de fácil comprensión**. Se debe incluir el modelo y números de serie y deben coincidir con lo que se embarca físicamente. Cualquier discrepancia entre el material físico y lo declarado en los documentos, se correará el riesgo de la confiscación de la mercancía en Aduanas. CargoLive ni los agentes de carga serán responsables del contenido en los documentos elaborados por el expositor, por lo que no seremos responsables de cualquier inconveniente a causa de discrepancias y las cuales podrán generar gastos adicionales.

Le recomendamos no **llevar con usted material de exhibición** ya que, en la aduana del aeropuerto, o embarcar a través de empresas de mensajería. Podrían hacerle una revisión y corre el riesgo de que le detengan sus productos al no considerarlos como de uso personal y en este caso, deberá contratar a un agente aduanal para poder liberar sus mercancías. Esto podría resultar un proceso costoso y tomar muchos días hábiles para su liberación.

La aduana en México no acepta el término "Producto sin valor comercial" para ningún tipo de producto declarado en las facturas. Para folletos o productos promocionales, le sugerimos dar un valor muy bajo. Para productos que pudieran venderse en el evento, la factura deberá indicar el precio al que se pretende

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right to determine commercial value, should they consider the value provided to be false.

Cargo Live, our agents and carriers are not responsible for broken glass, the condition of any perishable goods upon delivery to the show site or any other freight deemed insufficiently packed.

INSURANCE

All exhibitors are encouraged to arrange transit insurance for their properties from point of origin to the show site and back to destination. **CargoLive does not insure your exhibit properties.**

PAYMENT TERMS

All inbound charges are due prior to the opening of the show. Outbound handling charges are due in full prior to any goods being released for destination. CargoLive offers our services subject to our terms, conditions and limits of liability as indicated in our shipping instructions and written statement of terms and conditions which are available upon request. We recommend that you contact us for a firm cost estimate of your anticipated charges.

LIMITS OF LIABILITY

CargoLive liability for loss or damage of materials entrusted to them for shipment is limited to that of the carriers and/or agents employed to provide such services. All work is undertaken at the owner's risk and otherwise in accordance with our terms and conditions, a copy of which is available upon request.

vender en México. La Aduana México, se reserve el derecho de determinar cualquier valor comercial.

Cargo Live no se hace responsable por objetos rotos, artículos perecederos, ni por algún daño en el material de exhibición antes de la entrega del material, causados por no contar con el empaque y precauciones correspondientes.

SEGURO

Le recomendamos contratar un seguro que cobra su mercancía desde el país de origen y hasta su retorno al mismo. **CargoLive no asegurará ningún producto.**

TERMINOS Y CONDICIONES DE PAGO

Todos los servicios deberán ser cubiertos antes de la entrega de la mercancía en el evento. Para los gastos de retorno, éstos se cubrirán antes del embarque al país de origen. En caso de que la mercancía se quede en México, el pago de impuestos y cuota de regularización deberán cubrirse antes de la entrega de la mercancía al comprador. Nuestros servicios están sujetos a términos y condiciones previamente establecidas, publicadas en nuestro sitio web.

LIMITES DE RESPONSABILIDAD

CargoLive se limita a la responsabilidad por pérdida o daño de los materiales. Todo trabajo se realiza bajo riesgo y responsabilidad del cliente, de acuerdo con nuestros términos y condiciones.

Sincerely,
ROCK-IT GLOBAL
Trade Shows Division

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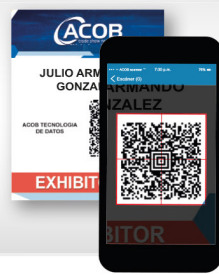
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SHOW:						
Exhibitor:						
OnSite Contact Person:						
Telephone:						
Cell Phone:						
Email:						
EQUIPMENT DETAILS:						
*Number of packages	Dimensions Mts			Weight *KGS	Total Weight *KGS	*Kind of Package- Description of Items
	Lenght	Width	High			
It is necessary to send via email the technical data sheets of the machinery. Email: onsite.mx@rockitcargo.com						
COMPLETE ONSITE HANDLING SERVICES INCLUDES: (MOVE IN AND MOVE OUT)						
Included services for the build-up period: Unloading materials from truck, transferring equipment to stand, a one time equipment spot that takes no longer than 30 minutes, and removal of empty packaging from booth. Included services for the break-down period: Re-delivery of empty packaging, Re-loading equipment to transport. Additional labor, re-lifting and/or storage is not included and will be quoted and charged separately.						
Our service does NOT include insurance coverage. We recommend you insure your cargo for all risks.						
No insurance will be provided by the logistics contractor unless specifically instructed and charged for. A quotation for this additional service can be provided on request. Any maneuver is at the customer's risk and account.						
TARIFF USD/KG				ONSITE		TOTALES
Minimum 150- 500						Total Weight (Kg): Tariff USD/ Kgs.: SubTotal: \$ -
Up to: 1000 Kgs.						
Up to: 2000 Kgs.						
Up to: 5000 Kgs.						
Up to: 8000 Kgs.						
8,001 kg & More:		Special Quotation				
ADDITIONAL SERVICES WILL BE BILLED DIRECLTY TO THE EXHIBITOR AS PER REQUEST BY EMAIL ONSITE.EXPOPACK@ROCKIT.GLOBAL						
ADDITIONAL SERVICES:						
The additional services can be contracted after filling out the haulage services rate card. The following rate sheet shows prices per hour or fraction thereof.						
SERVICES:		BEFORE MOVE IN		ONSITE		Qty.
2.5T Forklift with Driver (Per Hour):						
2.5T Forklift with Driver (Per Day/8Hrs):						
Manpower (Per Hour/ Per Persone):						
Pallet Jack with Driver (Per Hour):						
SubTotal additional services:						
Sub Total 2:						
Total + VAT 16% MXP						
COMPLETE BILLING INFORMATION IS MANDATORY						
PAYMENT INFORMATION:						
WIRE TRANSFER:						
BANK: BBVA BANCOMER SA. BENEFICIARY: CARGOLIVE S. DE R.L. DE C.V ADDRESS: PLATON 409, POLANCO, CDMX, C.P 11560 BRANCH: 1821 PALMAS ACCOUNT: 0169298304 CLABE: 012180001692983044 SWIFT: BCMRMXMPYM CURRENCY: USD						
Please, confirm your payments to the following e-mail addresses: onsite.expopack@rockit.global **Cargolive does not accept payments through cash deposits or international checks.**						
Cargolive S. de R.L. de C.V. and its divisions conduct all business transactions in accordance with its Terms and Conditions. Use of our services constitutes acceptance of our Terms and Conditions and acknowledgement that in no instance while tendering any shipment to us for service, storage, and transport will our liability exceed the amount of our available insurance. A copy of the Terms and Conditions is available upon request.						



Request Lead Retrieval APP Rental



+ ^{than} **5000**
exhibitors
satisfied!

PAACE
automechanika 2025
MEXICO

Early bird deadline: **JULY 10, 2025**



- Avoid losing your information, **back up your prospects** and notes from your sellers.



- Your **leads** will be **instantly available** anywhere in the world in real time.

**Requires internet connection.*



- **Classify.**



- Add **voice** and **text notes**.



- Add **photos** that will help you remember your prospects later.



- Use your **mobile devices**, or if you prefer we can rent it for you.

The solution that **KNOWS** who will become your next **BIG** customer

BASIC

1 INDIVIDUAL APP

PRICE ON SITE
~~5,999.80 PESOS + TAX~~

PROMOTIONAL PRICE
4,999.80 PESOS + TAX

DEADLINE JULY 10, 2025

SUGGESTED

PACKAGE 5 APPs

PRICE ON SITE
~~8,119.80 PESOS + TAX~~

PROMOTIONAL PRICE
6,999.80 PESOS + TAX

DEADLINE JULY 10, 2025

JUMBO

PACKAGE 10 APPs

PRICE ON SITE
~~9,980.00 PESOS + TAX~~

PROMOTIONAL PRICE
8,999.80 PESOS + TAX

DEADLINE JULY 10, 2025

DUO PACK

1 APP + MOBILE PHONE

PRICE ON SITE
~~8,119.80 PESOS + TAX~~

PROMOTIONAL PRICE
6,999.80 PESOS + TAX

DEADLINE JULY 10, 2025

SYSTEM REQUIREMENT:



iOS 16 or higher

Free storage space: **100MB**

Hardware

- Internet connection
- Back and Front Cameras with auto-focus
- GPS



android

Android 11 or higher

Free storage space: **100MB**

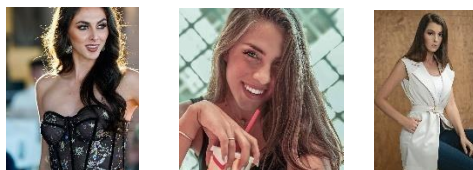
RAM: **2 GB**

Hardware

- Internet connection
- Back and Front Cameras with auto-focus
- GPS

Due **COALICAN PRO, S.A. DE C.V.** has no control over the current state or use of the hardware operating system or updates applied into the mobile device where the APP is going to be installed, we are not responsible for the loss of data, any lack of performance, hardware damage, or any other issue that many occur by using the APP. More information **+(55) 8549 3678** or lectoras@acob.com.mx



HOSTESSES AND INTERPRETERS



Official Supplier: Griselda De Los Reyes Méndez.

For more information or booking please contact us:

Telephone: + (52) 55 5453 9968 E-mail: griselosreyes@gmail.com Attention: Griselda De Los Reyes Méndez.

Service description	Cost per day	Days	Quantity	Sum
Promotional Model Attractive and enthusiastic expo staff, selected for their image, with professional attitude for all your promotional needs such as distributing flyers or samples, can be bilingual.	\$330.00 USD	_____	_____	\$ _____
Executive Host Bilingual English - Spanish Expo staff helping you for sales attention, translations and costumer service. Selected for their great hosting skills.	\$280.00 USD	_____	_____	\$ _____
Professional Interpreters (English - Spanish) Specialist in simultaneous and consecutive translation. Does not include interpretation equipment.	From \$470.00 USD	_____	_____	\$ _____
 <input type="checkbox"/> Sash with company's logo.  Scarf with company's logo.	\$65.00 USD	_____	_____	\$ _____

Dates: _____ Schedule: _____ Gender Female: _____ Male: _____

Subtotal	\$ _____
TAX16%	\$ _____
Total	\$ _____

Requests received after june 10, 2024 will be charged with an additional 10% and on site 15%.

If you need bilingual executive host, please notify to us.

Confirm to:			IMPORTANT: The rates are based on 8 hours including one hour for lunch. If require to contract the personal for more time, an extra cost will apply.
Name			Cancellation penalties: *Grater than 20 days prior the show opening date no penalty charge. *19 – 5 days a 50% of the quote will be charged. *4 or les days a 100% of the quote will be charged. Wire transfer to a Bank Account: You can make payments directly to our bank account and email the bank wire transfer receipt to us. We will provide you our Bank Account information once you have confirmed your order with us. We do not accept checks. Our bank account is based in Mexico and in Mexican Pesos currency. No Service can be provided without the corresponding payment being received. Your order will be processed as soon as your payment has been made.
Company		Booth #	
Adress		ZIP	
City	State	Country	
Phone (area code)			
E-mail			
Staff who will be in charge at the booth		Date	