

APAC Wind Energy Summit 2026

9-11 JUNE 2026
HANOI, VIETNAM

**EXHIBITOR
RESOURCE
MANUAL**

ORGANIZED BY



IN PARTNERSHIP WITH



SHOW LOCATION/ OFFICIAL VENUE	Venue National Convention Center (NCC) 57 Pham Hung Street, Me Tri Ward, Nam Tu Liem District, Hanoi
EXPO HALL LOCATION	<ul style="list-style-type: none"> • Exhibition + Lunch Break Area: Khanh Tiet Ballroom - 1st Floor • Conference Hall: Room 241 - 2nd Floor
SHOW FLOOR INFORMATION	Move in: Messaging Update to Exhibitor/Sponsor Set-up Hours Revised Exhibit Set-up Hours: <ul style="list-style-type: none"> • Monday, 8 June - 14h - 20h for simple shell scheme only (local time) • Tuesday, 9 June - 7h - 18h (local time) • All non-shell scheme booth designs must be submitted to the PCO for review and approval via email no later than 11 May 2026, at anhq@nguyenle.com.vn Event Dates: <ul style="list-style-type: none"> • 18h - 21h Tuesday, 9 June: Networking Event • 7h30 - 17h30 Wednesday, 10 June: Conference dates • 8h30 - 17h45 Thursday 11 June: Conference dates • Wednesday, June 10 – Thursday 11 June: Show dates Move out: <ul style="list-style-type: none"> • Thursday, 11 June – Friday, 12 June (All day)
HOW TO PURCHASE EVENT LIABILITY INSURANCE	The NCC requires exhibitors to be fully responsible to cover accidents related to their booth. Show Management cannot endorse insurance providers or assume responsibility for exhibitor-related incidents or losses.
EVENT PCO	NGUYENLE is the preferred PCO for this event. Click here to view their Exhibitor Catalog for booth packages, furniture, and additional auxiliary services available for your booth or reach out to their representatives at the following: Contact Information: Hoang Quynh Anh Title: Event Coordinator Mobile/WhatsApp/Zalo: +84 966 641 468 Email: anhq@nguyenle.com.vn

AUDIO VISUAL CONTRACTOR

NGUYENLE is the preferred Audio-Visual Contractor for this event. For your audio-visual needs, please reach out to their representatives at the following:

Contact Information:

Hoang Quynh Anh
Title: Event Coordinator
Mobile/WhatsApp/Zalo: +84 966 641 468
Email: anhhq@nguyenle.com.vn

RECOMMENDED HOTELS

- Hotel bookings for this event are not managed by show management
- To take advantage of the different price points, use the following links to access recommended hotels

[Click here](#)

Note: *Beware of unauthorized housing agencies claiming to offer discounted accommodation rates during the event*

EXHIBITOR MARKETING TOOLKIT

EXHIBITOR MARKETING TOOLKIT:

- Your best leads will come from those intentionally seeking out your services and products. We have taken the work out of it for you! The [Marketing Toolkit](#) includes various sizes of pre-designed banners, pre-written social media posts, and a customer invitation letter

SALES RELATED QUESTIONS

For sales related questions, please contact the following:



Ryan Solomon
Director Business Development – APAC
ryan.solomon@gwec.net
English, Hindi, Punjabi, Tagalog

Pamela Velazco
Sr. Manager, International Exhibit and Sponsorship Sales
pvelazco@re-plus.com
English, Spanish



George Hildreth
Business Development Associate
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English

Winnie Liu
International Sales
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English, Mandarin, Cantonese



ONSITE BADGE REPRINTING POLICY

- Lost or damaged badges can be reprinted onsite at the Registration Desk
- Reprints will only be issued for the same individual and company as the original badge

USE OF SPACE

Basic Shell Scheme:
Size 3m × 3m × 2.5m, including wall frames and the following equipment:

- Blue/red carpet
- Blue/red name board with white lettering
- 01 information desk (0.5m × 1m × 0.75m)
- 02 grey chairs with stainless steel frame
- 02 fluorescent tube lights (40W)
- 01 power outlet (5A/220V)
- 01 trash bin

Main Backdrop (3mL x 3mL; Artworks for backdrops provided by sponsors)

- Carpet covered wooden floor (3mL x 3mD)
- 3 lights
- 1 table and 2 chairs
- 1 power socket
- Wifi

Raw Space:

- Includes space Size: 3m x 3m per booth
- Excluding supplier surcharges
- For further information, please contact Nguyễn Lê Contractor

Contact Information:
Hoang Quynh Anh
Title: Event Coordinator
Mobile/WhatsApp/Zalo: +84 966 641 468
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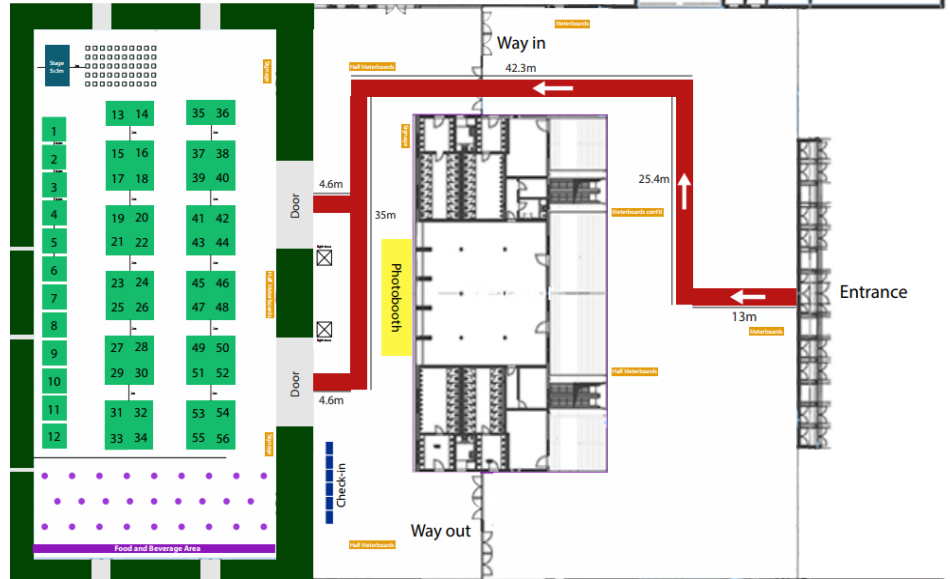
BOOTH PERSONNEL

- Booth personnel must maintain a professional appearance. All staff hired for the event (defined as any booth personnel who are not full-time employees of the exhibiting company, regardless of their gender) must wear professional business attire at APAC Wind Energy Summit 2026.
- The use of sexual or suggestive methods, partial nudity, the aggressive display of cleavage and the navel, and shorts/skirts higher than 4” above the knee are not allowed. If for any reason an exhibit and/or its contents are deemed

	<p>objectionable to APAC Wind Energy Summit 2026 show management, the exhibitor will be asked to alter the content</p> <ul style="list-style-type: none"> ➤ APAC Wind Energy Summit 2026 show management further recommends that booth personnel: <ul style="list-style-type: none"> ● Abstain from overt statements or offensive humor, which would disparage the dignity of any individual or group. ● Substitute asexual words (e.g., sales representative or salesperson instead of salesman); refrain from using labels (e.g., referring to women as “girls”); and ● Eliminate from all marketing collateral sexist language (i.e., replace masculine pronouns with he or she, or reword sentences or phrases) and discriminatory jokes or visual aids that show people in stereotypical roles by presenting individuals without bias regardless of sex, race, age, groups, etc ● All booth personnel must wear conference badges
<p>TERMS & CONDITIONS</p>	<p>Please review the terms and conditions here.</p>
<p>BOOTH TEAR DOWN RESPONSIBILITY GUIDELINES</p>	<ul style="list-style-type: none"> ➤ Exhibitors are responsible for removing and securing their materials before dismantling their booth ➤ Any materials left behind will not be the responsibility of show management, the venue, or ANY show suppliers (i.e. NGUYENLE) ➤ Any losses or damages will be at Exhibitors own risk
<p>FLOOR PLAN</p>	<ul style="list-style-type: none"> ● Exhibition + Lunch Break Area: Khanh Tiet Ballroom - 1st Floor

Layout NCC Khanh Tiet Room op2

Room 101



- Conference Hall: Room 241 - 2nd Floor

