Move out Notice

Dear Exhibitors，

analytica China 2026 will be concluded at 16:00,18 November. Please be sure that all move-out works will be conducted strictly as the follow move-out schedule arranged by organizer.

A. **Time schedule：18 November, 2026**

Please apply "Waiting Permit" online and enter P7 under guidance and then buy truck entry pass (P7/Certification Center in South entrance), please arrange your truck get into the fair ground parking area as early as possible to avoid long time queuing.

a. 16:00 **hand carried exhibits move out** (please submit exhibits registration form to **APT Showfreight Shanghai Co., Ltd** at Loading Bay **outside Gate 9 of Hall N1 / N4 / E6.**)

b. 16:00 **water、 power supply、air compressor cut off .** Please turn off all electrical equipments and machines in advance. If you need overtime power supply, please apply from related **Official Contractor Counter Homer-Expo N2.2276/N4.4315** before **12:00 on 18 November**.

c. 16:00-22:00 booth dismantling. ***If you need overtime work for dismantling, Please apply from Customer Service Center in No.3 Entrance Hall (East Entrance Hall) before 12:00 on 18 November.**

B. Important notice for the entry of freight vehicles and exhibit vehicles

According to the newest regulations of Shanghai New International Expo Centre, the queue management of vehicles will be implemented from now on. A "Waiting Permit" is required for each freight vehicle / exhibit vehicle that needs to enter the venue, which must be applied in advance through online system with the completion of vehicle registration and payment. **The system-generated "Waiting Permit" shall be printed on A4 paper and placed on the front windshield of the vehicle,** so that it enters the designated parking lot for a specified period of time. Vehicles not showing the "Waiting Permit" or not complying with the specified period of time on "Waiting Permit" are not allowed to enter or park in the surrounding area of Shanghai New International Expo Center (ie Middle Yanggao Road - Luoshan Road - Longyang Road - Pujian Road - South Yanggao Road), otherwise it will be regarded as in violation of traffic rules. For details, please consult the official contractor / freight forwarder.

Type of vehicles	Admitted area(s) in SNIEC	Type of license	Processing mode, date & place	Charge
Freight vehicles	designated parking lot (P7/P8)	Waiting permit	· Move-out waiting permit: online system opens from **17 November 10:00** · processing and payment through online system	RMB 70/vehicle/license
	loading bay	Vehicle permit to loading bay	· during dismantling period at Certification Center in South Square or P7	RMB 50/vehicle/entry/1.5hrs (deposit: RMB 300/ vehicle/entry)

According to the latest regulations of SNIEC, all vehicles entering the loading bay of the venue need to register the driver and vehicle related information in advance through the wechat Official Account of the hall owner (SNIEC) and go to the SNIEC certification center to apply for the vehicle license of the loading bay with the registered QR code.

Please note

- If you have any question about waiting permit, please contact the official freight forwarder:

Hall N1	Mr. Michael Chen	136 6166 8037
Hall N2	Mr. Peter Wu	134 8232 5744
Hall N3，N4	Mr. David Huang	139 0172 5875
Hall N5	Mr. Jimmy Zhu	138 1779 0803
Hall E6	Mr. Louis Liu	135 1213 2873
Hall E7	Mr. Janson Zhu	135 8566 1606

- The freight vehicle must enter the surrounding area of the venue with showing the "Waiting Permit" processed online in advance, and then is admitted in the loading bay with the "vehicle permit to loading bay".
- Each mobile phone number / each license plate number can only be used to register one "Waiting Permit" per day. The license plate number can be modified several times before payment but once only after payment. The vehicle is not allowed to enter the parking lot of the venue if it does not comply with the "Waiting Permit".
- In case of failure to arrive at the designated parking lot within the specified period of the " Waiting Permit", the vehicle may only be delayed one batch later in the day.

- For the “Waiting Permit” fee, an electronic invoice can be issued temporarily, which can be viewed through online system and printed on your own. It is subject to the approval of the Tax Bureau.
- The driver should follow the guidance of the security guard and is forbidden to leave the vehicle unattended. Once the loading and unloading is finished, the vehicle shall be driven out immediately to avoid unnecessary traffic jam for which the deposit will be deducted as a penalty.
- The overtime charge will be levied at RMB 100 per vehicle per every half hour (the overtime charge for less than half an hour is also RMB 100).
- The deposit will be refund with showing the “Vehicle Permit to Loading Bay” as well as the deposit receipt within 10 days after the completion of the loading and unloading only. For any loss or damage of the “Vehicle Permit to Loading Bay”, the deposit will not be refunded.
- The above fees are not inclusive of overnight parking fees.
- The standard of vehicle parking fee is subject to the authorized load of vehicle driving license.
- The freight forwarders (except one driver per vehicle) are required to purchase the construction badges at Certification Centre in South Square (near Hall W1) or at P7 Parking Lot (near Hall N5).
- Organizer recommends oversea exhibitors to entitle a domestic freight forwarder for waiting permit application.
- Please show the below application process to your domestic freight forwarder.

analytica China 2026
慕尼黑分析生化中国展
2026年11月16-18日 November.16-18, 2026
上海新国际博览中心 Shanghai New International Expo Centre
N1、N2、N3、N4、N5、E6、E7



C. **Important notice：**

a. All hand carried exhibits are allowed to be moved out with showing the exhibits registration form issued by Official forwarder please submit exhibits registration form to **APT SHOWFREIGHT SHANGHAI CO., LTD** at Loading Bay **outside Gate 9 of Hall N1 / N4 / E6**. All trolleys can be transported only by small entrance of loading bay. No goods are allowed to be transported through entrance hall. The gate of loading bay will be opened after 16:00. All trucks drive into loading bay need to show truck entry pass from SNIEC office located in the South entrance Certification Center/P7 Certification Center.

b. All power supply will be cut off at 16:00 on 18 November. Please turn off all electrical equipments and machines and exam all facilities in advance. If you need power supply after 16:00, please apply from related **Official Contractor Counter Homer-Expo N2.2276/N4.4315** before **12:00 on 18 November**.

c. All booth dismantling will start from 16:00 on 18 November. Any dismantling with electricity before 16:00 is strictly forbidden. All exhibits and construction materials cannot be moved out before 16:00. All constructing materials such as abandon wood and wires should be cleared out by exhibitors or contractors before 22:00 on 18 November.

d. The hanging banners and hanging structures will be dismantled on 18 November after 20：00.

e. **Please pay great attention to your exhibits and personal belongings. The organizer will not be responsible for any loss.**

f. **For raw space booth getting back build-up deposit**, please go to Gate 1 to call hall staff exam the dismantled booth and confirm there is no destroy**.** The general management deposit will be returned by transfer. The exhibitor/contractor is required to provide the relative information concerning company name, bank name, A/C No. (in accordance with the account info when transferring), remittee's name and contact details when he applies for the refund of deposit at Official Contractor onsite service counter. It will take 30 working days to complete the refund after the show.

It is strongly advised to employ the service of the official freight forwarder than the other ones to avoid any unnecessary losses.

For all exhibit shipments, please place orders online through the official mini program only. Do not place orders through business cards or any other unofficial channels, to avoid loss of property.

Finally, please pay attention to the safety of booth dismantling. Safe belt and helmet should be used when dismantling.

Aiding information：In serious cases： call the ambulance：120