



STANDESIGN PROJECT MANAGER



Pernille H. Kjær

Project Manager

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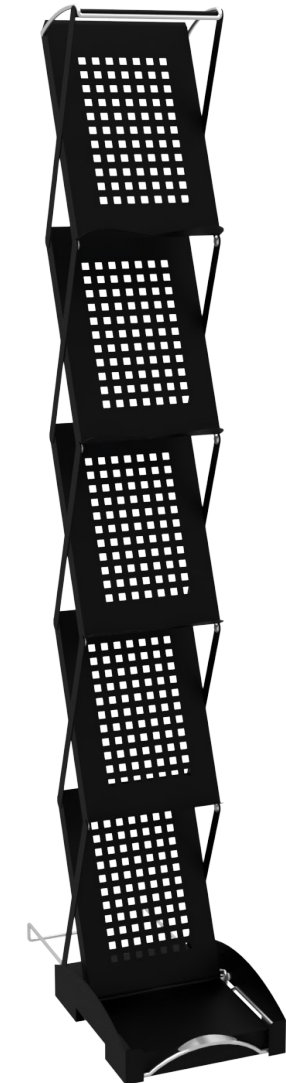
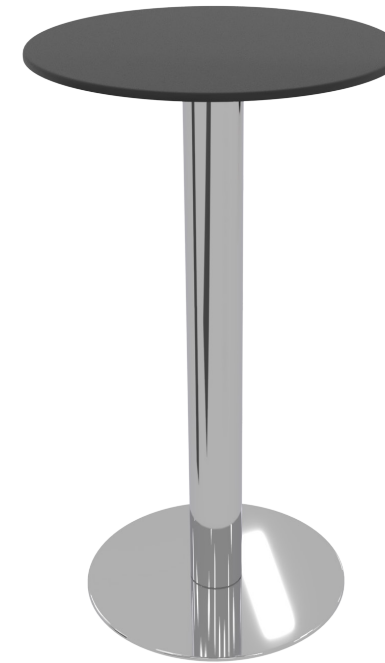
Phone: +45 21 83 07 10



FURNITURE INCLUDED IN YOUR FEE

- 1 x Table (standard / bar)
- 3 x Chairs (standard / bar)
- 1 x Brochure Stand
- 1 x 220V with approx. 300W for charging phone, laptop etc.

Furniture examples



GRAPHICS FOR YOUR BOOTH

Please see 'Graphics Dimensions' for sizes of the foam boards on your booth walls (Height 2500 mm).

Specifications for your print files:

- Separate sides in print file for each board
- Add 10 mm bleed (crop marks must be visible)
- All text must be outlined
- All images must be minimum 100 dpi
- All logos in EPS or AI file
- All colors will be printed in CMYK
- Print ready pdf's must be sent by www.wetransfer.com to the project manager – See 'Order Form' for deadline

Standesign offers to produce the printing file
Please order DTP in the order form



ORDER FORM

- Please fill out the order form and return by email to: pernille@standesign.dk
- Deadline: 31st of March 2025

Exhibitor Information:	
Company name:	
Company adress:	
Company phone:	
Contact person name:	
Contact person e-mail:	
Contact person phone:	
Invoicing name and reference	
Invoicing e-mail:	

Event Information:	
Name of event:	IMDEX, Asia 2025
Location:	Changi Exhibition Centre, 9 Aviation Park Road, Singapore 498760
Date:	6 th - 8 th MAY 2025
Booth No.:	Hall A, booth R15
Deadline for order form:	31 st March 2025
Deadline for print files:	11 th April 2025
Freight from DK: (BWS transport proposal)	3 rd April 2025
Note:	Surcharge for ordering after deadline +20%

Order Form	
Please fill in the order form and return by email to: pernille@standesign.dk no later than the above deadline.	

LANDING PAGE

You will receive a link to a landing page on Standesign's website, where you can download our exhibitor documents:

- Order Form
- Presentation
- Drawings
- Graphic Measurements



[DOWNLOAD DOCUMENTS BELOW](#)

IMDEX 2025 - Exhibitor Documents

Please send the completed order form by e-mail to: pernille@standesign.dk

Printing files must be sent via WeTransfer

Deadline Order form: 31st of March 2025

Deadline Printing files: 11th of April 2025

NOTE: Surcharge for ordering after deadline + 20%

Please read our terms and conditions [HERE](#)

[/ DOWNLOAD ORDER FORM](#)

[/ DOWNLOAD PRESENTATION](#)

[/ DOWNLOAD DRAWINGS](#)

HANDLING OF YOUR GOODS

Standesign can help you handling your own equipment (unpacking and packing)

Must be ordered in advance via the order form

Please indicate the estimated hours and provide the following information:

- Arrival of the goods
- Amount of crates

Please note: We only empty the crates. We do not assemble your equipment.



STAND HANDOVER

- 5th of May 2025 between 14.00 - 16.00
(2 am – 4 am)

Stands must be completed, and excess products and materials must be removed from all halls no later than 17.00 (5 pm) on Monday 5th of May – please allow time to load and unload vehicles.

During build up and breakdown, contractors and exhibitors are required to wear build up/breakdown passes and Personal Protective Equipment at all times and to comply with the Health and Safety Regulations of the venue



THANK YOU FOR LISTENING



TOGETHER WE MAKE IT POSSIBLE

