



Key Information for Sponsors & Exhibitors

Official Contractors

- Freight Forwarder:**
APT Showfreight (Thailand) Limited
 Contact: Darunee Ngaosi
 Phone: +66 (0) 2165 6158
 Email: Darunee@aptshowfreight.com
 Address: 8/7-8 Yannawa Rd., Chongnonsee, Yannawa, Bangkok 10120, Thailand
- Shell Scheme, Electrical, Furniture:**
Cosmos AV
 Phone: +66 2 718 8549
 Email: admin@cosmos-av.com
 Website: cosmos-av.com
 Address: 44/4 Soi Ramkhamhaeng 21, Phlapphla, Wang Thonglang District, Bangkok 10310, Thailand

Exhibition Bump In / Bump Out

BUILDERS & Custom Exhibition Stands	EXHIBITORS
<p style="text-align: center;">Builder bump in:</p> <p>Date: Sunday 8 February 2026 Time: 2:00pm – 10:00pm</p>	<p style="text-align: center;">Exhibition bump in:</p> <p>Date: Monday 9 February 2026 Time: 7:00am – 2:30pm</p>
<p style="text-align: center;">Exhibition bump out:</p> <p>Date: Thursday 12 February 2026 Time: 3:30pm – 11:59pm</p>	<p style="text-align: center;">Exhibition bump out:</p> <p>Date: Thursday 12 February 2026 Time: 3:30pm – 11:59pm</p>

Freight Forwarding / Deliveries / Logistics

- All deliveries must be addressed to the APT warehouse. BITEC will not accept or store shipments for exhibitors.
 - APT Showfreight will store materials and deliver them to BITEC on the builder bump-in day.
 - Exhibitors coordinating their own freight must still deliver to the APT warehouse and liaise with APT for storage costs.
 - Uncollected materials after bump-out will be stored by APT and shipped back to exhibitors (additional fees apply).
 - All goods must be collected by the end of bump-out; there are no storage facilities at BITEC.
 - Goods left behind will be moved to the loading area or collected by APT Showfreight for return (fees apply).
 - All items must be clearly labelled with return address, contact, and box numbers. Consignment notes and return labels are required for prompt collection.
 - **Important Note:** Complete the [APT Showfreight Form](#) to ensure all your deliverables are accepted by APT Showfreight and make it to Bump In for the Congress.
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Access to the Sponsor and Exhibitor Manual

To obtain additional details and comprehensive guidelines for sponsors and exhibitors, you are encouraged to download the Sponsor and Exhibitor Manual. This manual is accessible through the Exhibitor Portal.

If you require access to the portal, please note that a request must be submitted by an existing portal user from your business. The request should be sent via email to the WFOT Organisers at wfot@thinkbusinessevents.com.au