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alimentec

Exhibitors Handbook

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Organized by: corferias Generadores de Oportunidades y Progreso

9-12 JUNE 2026

Corferias - Bogotá, Colombia

Key Dates

Activity	Deadline
Deadline to make the payment for the lease agreement.	May 9, 2026
Deadline to request badges and invitations	Starting on May 19, 2026, at the Additional Services (PLUS) counters at Corferias. Service hours: 8:00 a.m. to 5:00 p.m.
Deadline for the payment of services.	N/A
Deadline for exhibition area setup	June 8, 2026
Parking voucher usable from	Jun 4, 2026

Key Dates

Move-in & Move-out Schedule

Activity	Deadline	Schedule
Pavilion assembly date for halls 11–23, 5, 5A, 4, 3, levels 1 and 2	Starting on June 4, 2026	8:00 a.m. - 8:00 p.m.
Pavilion assembly date for Hall 6, levels 1 and 2	Starting on June 6, 2026	8:00 a.m. - 8:00 p.m.
Trade Show Inauguration	Jun 9, 2026	10:00 a.m.
Event Starting date	Jun 9, 2026	10:00 a.m.
Trade Show Closing	Jun 12, 2026	7:00 PM
Stand disassembly*	Jun 13, 2026	8:00 a.m. - 8:00 p.m.

- **Please note that wearing a safety helmet is mandatory during move – in and move – out.**

Dates are subject to change according to Corferias' logistical planning and the specific pavilion requirements during the trade show sales process.

Trade Show Hours

Activity	Time
Exhibitor access	8:00 a.m. - 8:00 p.m.
Visitor hours	10:00 a.m. - 7:00 p.m.
Ticket office	9:00 a.m. - 6:00 p.m.
Parking hours Exhibitors and Visitors	8:00 a.m. - 9:00 p.m.

Corferias reserves the following rights: (i) To modify the fair or event schedules when deemed convenient or necessary, or for safety or health reasons; (ii) To terminate the fair or event when deemed convenient or when the economic results of the respective fair are not satisfactory.

Service Fees

Activity	Fee
Ticket price at box office	$ 42.000
Student ticket price (with valid ID)	$ 32.000
Ticket price for children	N/A
Additional exhibitor badge	$ 37.000
Invitation fee	$ 32.000
Parking voucher fee	$ 115.000
Parking rate – per minute	Automobile: $150 / Motorcycle: $100
Parking rate – per day 12 hours	Automobile: $35,000 / Motorcycle:$25,000

Invitations and Badges

Exhibitor Badges

These badges are personal and non-transferable and **must be used exclusively by authorized representatives of the exhibiting company**. Each badge must display the company name, the full name of the badge holder, and their official identification number.

Additional Exhibitor Badges

Additional exhibitor badges are identical to standard exhibitor badges and are intended for use when the number of badges assigned to the exhibiting company is insufficient. Exhibitors may purchase additional badges upon presentation of the trade show participation contract. These badges are personal and non-transferable and must include the company name, full name, and identification number of the holder. Each Additional Exhibitor Badge has a cost of **COP 37,000.**

Set-up and Dismantling Badges

These badges are valid exclusively during the set-up and dismantling period and will expire on the first day of the trade show.
They must be worn by personnel responsible for stand construction, assembly, and decoration**. Such personnel shall operate under the supervision and full responsibility of the exhibiting company.**
All set-up personnel must present a safety helmet and valid ARL and EPS documentation (ID card or official registration form) upon entry. Failure to comply with these requirements will result in denial of access to the venue.
Set-up and dismantling badges will be issued without quantity limits, according to the operational needs of each exhibitor.

Dismantling Badges

These badges must be worn by personnel responsible for the dismantling of the stand who do not hold exhibitor badges. They will be issued without quantity limits, according to the exhibitor's operational needs, **upon presentation of the clearance certificate issued by the Pavilion Supervisor** prior to the close of the trade show, provided that the exhibitor has no outstanding foreign trade documentation or pending payments. Dismantling badges will be valid from the day following the official closing of the trade show and for the period assigned for dismantling activities.

Credentials, Invitations, and Tickets

Dismantling Credentials

These must be carried by the personnel responsible for dismantling the stand who do not hold exhibitor credentials. They will be issued without quantity limits, according to the exhibitor's needs, upon presentation of the clearance certificate (paz y salvo) that will be provided by the pavilion supervisor before the fair ends, as long as the exhibitor has no outstanding foreign trade documents or pending payments. They will be valid starting the day after the fair ends and for the duration assigned for this activity.

Invitations and Badges

Covered Exhibition Area	Exhibitor Badges	Invitations
0- 18 sqm	5	30
18,1 -36 sqm	7	60
36,1 – 54 sqm	10	80
54,1 – 76 sqm	15	120
76,1 – 100 sqm	22	180
101 sqm and above	26	250

Exhibitor Badges Form

For exhibitor credentials, please complete the Excel form and send it by email to the sales representative who assisted you.

Parking

The parking area designated for **Alimentec** will be **"TORRE"** located at **Av cra 40 #22-34**. Parking will operate from **8:00 a.m. to 9:00 p.m.**

The entry of merchandise during set-up days will take place at the **Gate 4** location.

The sale of parking vouchers is carried out at PLUS, located in the Corporation's main offices, and each voucher has a cost of COP. **115,000 COP** Parking vouchers will be valid for exhibitors starting on Jun 4, 2026.

The parking voucher is managed through a smart card that grants the holder the right to a parking space. In case of loss of the card, a fee equivalent to half of the daily legal minimum wage will apply.

General Services

Corferias provides exhibitors with complementary services to enhance their participation, **including:**

- Furniture
- Audiovisual equipment
- Plant rentals
- Internet and network services
- Working at height equipment
- Electricity
- Structures
- Stand cleaning
- Corferias Conecta
- Compressed air
- Water and drainage
- Propane gas

If you wish to contract these services, please:

Click here

To view the rental **services catalog.**

Click here

To download the **service request form.**

Click here

To download the **parking voucher request form**.

Please remember to contract these services at least one month prior to the start of the exhibition build-up.

Electrical outlets provided per contracted m²

Area (m^2)	Basic outlets	Single-phase kW (basic)
1 – 18 m^2	1	2
19 – 40 m^2	2	4
41 – 60 m^2	3	6
61 – 90 m^2	4	8
91 m^2 and above	5	10

Service Portfolio

Receive personalized assistance through:

- **Virtual channel: Email:** serviciosplus@corferias.com - rentalservices@corferias.com
- **Telephone channel: PBX:** +57 1 381 0000, **Ext.** 5613 - 5657 **Whatsapp: +**57 333 233 7618

On-site assistance: Personalized support is available at the Customer Service Center (PLUS)– Corferias, Carrera 37 # 24-67, Bogotá.

If you have any questions, please do not hesitate to contact us. We are happy to assist you..

Please remember to contract these services at least one month prior to the start of the exhibition build-up.

Catering Services at Corferias

For the optimal execution of your company's various activities and the organization of social events within the framework of Alimentec, Corferias offers a wide range of options and services through its Food and Beverage Unit.

Para adquirir nuestros servicios contacte a:

Name	E-mail
Gustavo Aníbal Quintero	gquintero@corferias.com

Policies for the organization of social events

External Catering Services

For the entry of external catering, it is necessary to comply with the following requirements.

Hotel Reservations – Hilton Bogotá Corferias

- **Strategically located** within the Corferias International Business and Exhibition Center.
- Wi-Fi + Fitness Center + Indoor heated swimming pool + Buffet breakfast + 24-hour room service.
- Gastronomic offering with Colombian flavors, including OKA Bar & Grill and Bon Market & Bar.

Contact Information

- **Address:** Carrera 37 #24–29, Corferias
- **Contact person:** Ana María Rodríguez Torres – **Sales Manager**
- **Telephone:** +57 (1) 443 4400 / +57 (1) 443 4417
- **Mobile:** +57 311 824 0443
- **Email:** ana.rodriguez2@hilton.com

Book Here

Security

The security service provided by **Corferias** is **general security** and not exclusive. If your commercial stand is located in an area that remains open during nighttime hours, you must arrange a **private security service contracted directly by the exhibiting company.**

- **Commercial samples must be properly secured**. If the stand includes technology equipment, whether for service purposes or as commercial samples, they must have the appropriate **security and anchoring measures in place..**

- Please note that informal sales of merchandise and/or flyer distribution outside the assigned areas are strictly prohibited.

- During days of high visitor attendance and peak crowd activity, it is recommended to have **sufficient staff to serve** the public and to **reinforce the stand's security systems**.

- Finally, we invite you to **take into consideration the recommendations** provided by the **Security Department** at your stand.

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Mandatory Insurance

According to the provisions of the Trade Show Participation Agreement, all items and/or merchandise that exhibitors keep within their stand must be properly insured against all risks, whether resulting from acts with or without violence. This is an essential requirement for successful participation in any trade fair or event.

The exhibitor may extend an existing insurance policy with their insurance provider to cover the duration of their participation in the fair. If the exhibitor does not have an active insurance policy and requires coverage for their merchandise, they may obtain it through the insurance company of their choice.

The exhibitor must present a copy of this insurance policy to the Pavilion Supervisor upon entering the exhibition venue on the first day of set-up; only then will the supervisor hand over the corresponding stand so that the exhibitor may begin the set-up and decoration of their space.

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Free Trade Zone – Foreign Trade

Goods Imported from Abroad (Not Nationalized)

Storage fee for goods in the Free Trade Zone:	**COP 27 per kilo per day, plus VAT.**
Date for the entry of goods (one month prior to the start of the exhibition):	**May 9,2026**
Deadline for the withdrawal of goods without charge (six days after the exhibition ends):	**June 18, 2026**
Final deadline for the withdrawal of goods (two months after the exhibition ends):	**Agust 12,2026**

National and International Payments

Account for Domestic Payments

Bank	Account Number	Account Type	Beneficiary
Davivienda	4818-0000-0780	Savings Account	Corporación de Ferias y Exposiciones S.A.

Account for International Payments

Bank	Bancolombia Panamá S.A
City	Ciudad de Panamá
Country	Panamá
Teléfono-Fax	(507) 2636955 – 2089700
Beneficiary Account Number	80100004590
Beneficiary Address	Corporación de Ferias y Exposiciones S.A.

Important

In accordance with the Conditions of Participation, which form an integral part of the Exhibition Participation Agreement, exhibitors are required to strictly comply with the provisions set forth in Section 5.3.1 Safety During Build-up, item C (page 22), and Section 8 Coexistence Rules, item G (page 29), as outlined below:

C. Safety During Build-up
The exhibitor or the person responsible for the build-up must not store, handle, or use flammable, hazardous, or unhealthy substances, nor equipment powered by gas, coal, gasoline, or any other type of fuel that may pose a risk or cause inconvenience within the exhibition halls or the venue.Should the use of any of these elements be required, prior written authorization must be obtained from the Bogotá Official Fire Department and the Corferias Security Department. In such cases, all corresponding safety systems must be duly implemented.

G. Coexistence Rules
The storage or handling of flammable liquids and/or materials, oxidizing agents, fuels, combustibles, explosives, or toxic substances (including, but not limited to, gasoline, diesel fuel, coal, alcohols, pesticides, ethers, industrial detergents, butanol, oils, among others), as well as cylinders containing compressed substances or fluids (such as gas, oxygen, nitrogen, helium, air, etc.), is strictly prohibited within the exhibition venue.
For the entry, storage, handling, and/or use of any of these elements, exhibitors must submit a formal request to the Risk Prevention Office of the Administrative Unit of the Bogotá Official Fire Department, obtain the corresponding technical approval, and present it to the Corferias Security Department for validation.

Please consult the required documents to participate in:

Documents for exhibitors ALIMENTEC 2026

Important Considerations for Your Participation

Please keep the following conditions in mind to ensure a successful and smooth participation:

For structures exceeding 2.40 meters in height or involving any special technical requirement, prior approval from the Setup Management Office is required. You must complete the Render Approval Request Form, which can be accessed through the following link:

Render Approval Request Form

Once completed, the form must be submitted no later than 30 days before the start of setup and sent via email to

ANDREA SARNARI/ TERESA GÓMEZ
asarnari@corferias.com ; tgomez@corferias.com
Phone: 601 3810000 ext. 5760

- Exhibitors agree to complete setup within the designated dates, whether the setup is done directly by them or by a third party. Failure to meet these deadlines may result in sanctions as outlined in the rental agreement.
- For dismantling, only the day after the event ends is available. No exhibitor may begin teardown early. If, after the dismantling deadline, the stand remains partially or fully assembled in the designated area, Corferias will remove and store the materials without assuming responsibility for their care or condition.

Note: Please ensure that the merchandise entry form is completed and keep copies of it to avoid any inconveniences.

Important Considerations for Your Participation

- The promotion of products or services is only permitted within the contracted stand area. Any activity carried out outside this area will be considered a brand activation and will incur an additional cost.
- Exhibitors must ensure that all required documentation is up to date. Please note that Corferias is regulated by public authorities such as DIAN, INVIMA, and the Health Secretariat, and is not responsible for inspections carried out by these entities during the trade fair.
- Exhibitors must inform Corferias of any planned activities or shows that may generate crowd gatherings at least one month in advance.
- Please remember that one of the requirements for proper coexistence in enclosed spaces is maintaining appropriate sound levels. These levels must not exceed 45 decibels. Failure to comply with this regulation will result in disciplinary sanctions.

Note: Please ensure that the merchandise entry form is completed and keep copies of it to avoid any inconveniences.

Contacts

PBX Corferias: 601 3810000

Name	Position	E-mail	Ext.
DORIS CHINGATÉ VEGA	Project Manager	dchingate@corferias.com	5166
NESTOR FABIO ARIAS	Commercial Coordinator	narias@corferias.com	5129
JODY ASTRID VIRGUEZ	Commercial Coordinator	jvirguez@corferias.com	5149
TERESA GOMEZ SUAREZ	International Commercial Coordinator	tgomez@corferias.com	5418
JORGE LEONARDO GUERRERO	Logistics Coordinator	jlguerrero@corferias.com	5153
ANGIE CAMILA MORALES	Commercial Assistant	amoralesb@corferias.com	5106

Contacts

Area	Name	Position	Ext.
Assembly	Andrea Carolina Lizarazo	Assembly Coordinator	5762
	Alejandro Zamudio	Assembly Manager	5762
Security	Jaime Enrique Bonilla	Head of Security	5540
	Katherine Leal	Mobility Coordinator	5503
	Javier Malagón	Security Coordinator	5544

Contacts

Area	Name	Position	Ext.
Foreign Trade	Dary Sofía Sánchez Parra	Head of Foreign Trade	5560
	Hernando Gómez Higuera	Foreign Trade Specialist	5562
Public Relations	Camila Delgado	Public Relations	5061
Press	Claudia Torres	National Press	5971

Event venue: Corferias – International Business and Exhibition Center, Bogotá, Colombia
Event dates: May 12 to May 15, 2026Visitor opening hours: 10:00 a.m. to 7:00 p.m.
The Interzum Bogota trade fair is organized by Corferias (Corporación de Ferias y Exposiciones S.A.), a private legal entity of collective interest, nonprofit in nature, identified with Tax ID (NIT) 860002464-3, located at Carrera 37 No. 24-67, Bogotá, Colombia, and Koelnmesse S.A.S., located at Carrera 22 No. 83A-20, Bogotá D.C., Colombia.
Tickets may be purchased at the Corferias ticket offices during the event dates or through the website interzum-bogota.com.
Corferias and Koelnmesse are not parties to any consumer relationship that may arise between visitors and exhibitors at the fair, nor are they owners or responsible for the products and/or services displayed or marketed by the exhibitors. Therefore, the organizers assume no responsibility for any negotiations.
Contact: info@corferias.comFor further information, to review terms and conditions, and to learn about any changes, modifications, or updates to the event, please visit interzum-bogota.com.

We are part of:

Organizers: