



**Exhibitor**  
**Sponsor Manual**  
**Global Cherry Summit**





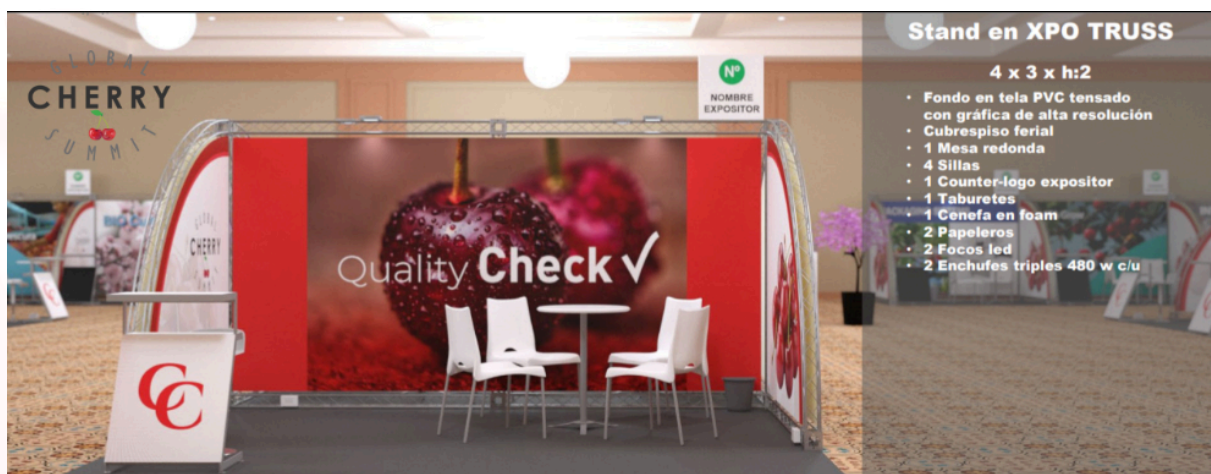
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## Assembly Protocol

As specified in your commercial agreement, the contract for your stand includes the structure, printing, and installation of graphic elements (backdrop and counter) and furniture. The sponsor is responsible for sending the design for printing.

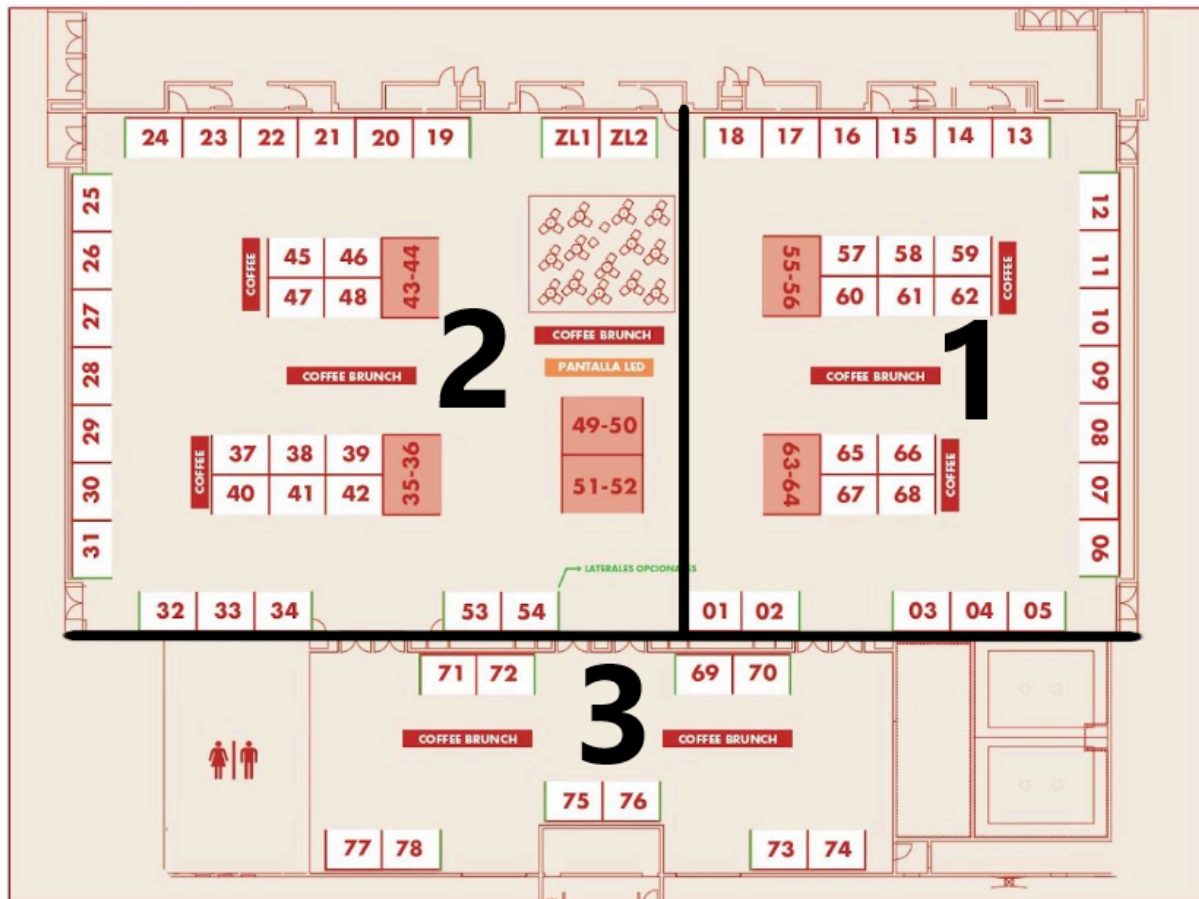


(The maximum height for all types of stands is 2.23 meters.)



Access times were distributed to avoid crowds. We appreciate your cooperation in adhering to the following setup schedules:

- Sector 1: Monday, April 20, 2026, from 9:00 AM to 11:00 AM
- Sector 2: Monday, April 20, 2026, from 11:00 AM to 2:00 PM
- Sector 3: Monday, April 20, 2026, from 2:00 PM to 5:00 PM



**\*\*Exhibiting companies wishing to participate with a special project ("Special Installation") must submit their model ("Render") for approval before March 27 to [rcastro@yc.cl](mailto:rcastro@yc.cl).**





The entrance is through the access to the “Patio de Proveedores” (Suppliers' Entrance) of the “Monticello” casino. Its address is KM 57 Panamericana Sur, San Francisco de Mostazal, Chile.



Although the rental of your booth includes the printing and installation of your back graphics and counter, this opportunity is provided so that you can review your booth or bring additional furniture and machinery (**which must be previously approved by the organization**).

To enter, you must send a list of the people who will be setting up or preparing the stand the day before the event. The list must contain the **name and ID number of each person and the license plate number of the vehicle to be admitted**.

The list of personnel who will be checking or bringing furniture to the booth should be sent to:

- [eventos@yentzengroup.com](mailto:eventos@yentzengroup.com)

The deadline for submitting the list is **Monday, April 13, 2026**.

On the day of the event (**April 21**) starting at 7:00 a.m., only brochures, gifts, and small items (**no more than three boxes per person**) will be allowed through the main entrance of Casino Monticello.

**If you wish to view the assembly of your stand the day before the event**, you must include the details of the person who will be entering, so that there will be no problems when entering the premises with the security guard on duty.



# Special Project – Technical Conditions and Specifications

Exhibitors may opt for a **Special Project** as a differentiating alternative within the stand area. This replaces the standard structure **and must strictly adhere to the dimensions of the contracted space.**

If the Special Project is approved by the event organizer—**after reviewing the model and confirming its dimensions**—schedules and **entry protocols will be assigned in accordance** with the requirements of the furniture and structure presented.

## 1. Maximum permitted dimensions

The event only has two official stand sizes:

- **3 × 2 m**, maximum height **2.23 m**.
- **4 × 3 m**, maximum height **2.23 m**.

If multiple 3 × 2 m modules are purchased, the total space corresponds to the linear sum of these, always maintaining the maximum height allowed:

- **Two 3 × 2 m modules: 6 × 2 m × 2.23 m high.**
- **Three 3 × 2 m modules: 9 × 2 m × 2.23 m high.**

All special projects must be assembled **within these dimensions**, without exceeding the side, front, or height limits. Structures, graphics, decorative elements, or supports that exceed these measurements will not be authorized.

## 2. General considerations

- The Special Project must fully respect the assigned space, without encroaching on aisles or neighboring stands.
- If the setup does not comply with the approved measurements or regulations, the exhibitor must make the adjustments indicated by the Organizing Committee, assuming the costs associated with modifications or dismantling.
- The generic booth includes: rear graphic, counter with logo, table, two chairs, and trash can. If the exhibitor wishes to keep any of these items within their special project, they must inform us before February 16. If no request is made, the space will be delivered with only floor covering and a power outlet.



### 3. Approval process

Exhibitors who choose a special project must submit the **following by February 16:**

- A plan or rendering of the design, with clearly visible measurements.
- A description of the materials and structural elements to be used.

Approval will be subject to technical review by the organization and will only be valid once confirmed in writing.

## Technical specifications for design development

The organization is responsible for printing and installing the graphics that decorate your stand **(unless you have a special project)**. However, the design of both the back and the counter of the stand must be sent by the exhibitor in accordance with the following technical specifications:

### Graphic measurements and characteristics

- Files must be full size with a graphic resolution of 72 dpi (if scaled, they must be 300 dpi with a maximum scale of 50%).
- All images must be embedded and in high resolution (at 72 dpi and, if scaled, at 300 dpi).
- Logos and text must be vectorized.
- Files with a maximum size of 100MB are accepted.

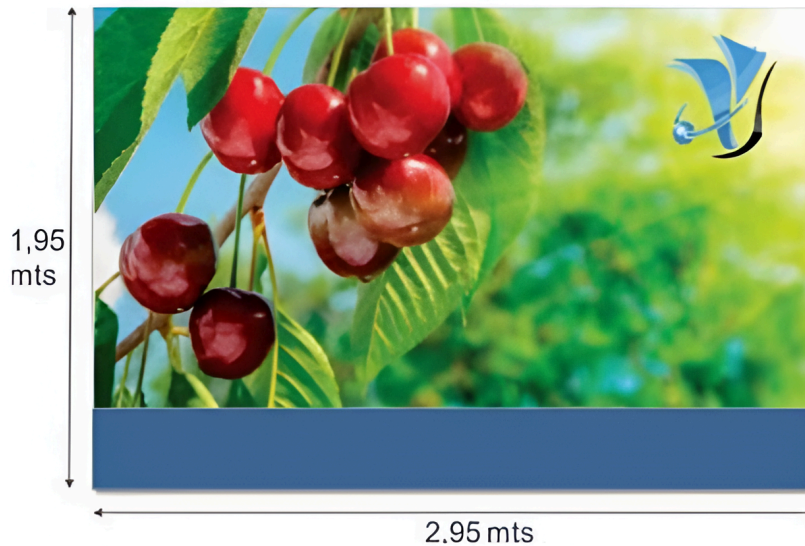
### Compatible file types

- PDF (vectorized text and embedded images)
- Illustrator (vectorized text and embedded images)
- JPG (72 dpi file size – 300 dpi file scale) (The following file types should not be sent: IN – TIFF – WORD – PPT)

**A reference image of the graphic file must be included at the time of submission: this will prevent errors during printing.**



If you have rented a **basic 3x2 m (2.23 m high) stand**, the rear graphic design must have the following dimensions:



If you have booked a **3x4 m stand (2.23 m high)**, the rear graphic design must have the following dimensions:



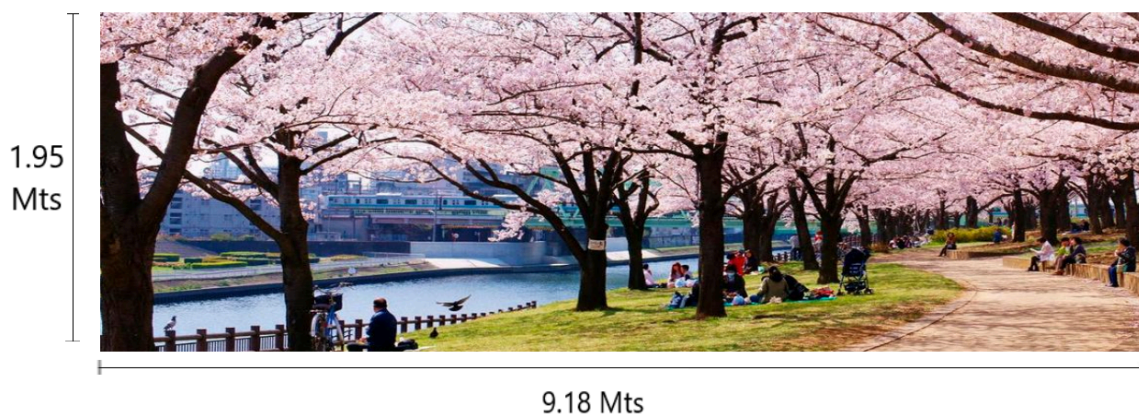




If you have contracted **two simple stands measuring 3 x 2 meters (12 Mts. <sup>2</sup>)** and **2.23 meters high**, the rear design must be the following size:



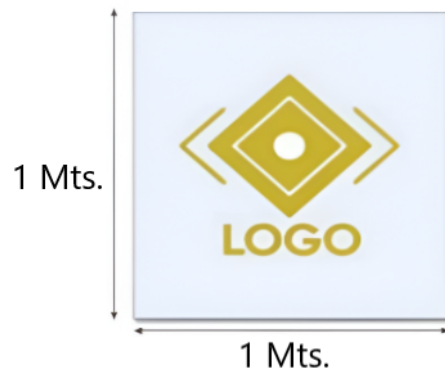
If you have contracted **three simple stands measuring 3 x 2 meters (18Mts. <sup>2</sup>)** and **2.23 meters high**, the rear design must be the following size:







Regardless of the booth you have booked, all booths have a counter, so you must also send a design that includes your company logo. The file to be sent must be the following size:



**Graphic designs must be submitted no later than Friday, March 27, 2026, before 6:00 p.m. If this deadline is not met, generic event graphics will be used at your booth.**

Send graphics to:

- [eventos@yentzengroup.com](mailto:eventos@yentzengroup.com) (Patricio Romero, events assistant), with a copy to [rcastro@yc.cl](mailto:rcastro@yc.cl) (Renzo Castro, events coordinator)



## Submission of brochures and smaller materials

Exhibitors may bring in small items (up to 3 boxes) through the Casino Monticello's main entrance.

For entry on April 20 at the designated times, please provide the names and ID numbers of those needing access to Monticello security by Monday, April 13. This will expedite their entry and prevent delays.

### **Furniture and Large Items**

All furniture and large items must be pre-approved by event organizers. These items must be delivered via the freight elevator located in the Patio de Proveedores (Suppliers' Entrance) on Monday, April 20. Delivery time will depend on your assigned sector.

### **Freight Elevator Information**

Usable space: 1.40m x 1.40m x 2.00m

Maximum weight: 1,000 kg

### **Alternate Entry**

If your furniture or machinery does not fit in the freight elevator, you may request permission from the Event Organization to use the casino's main entrance. You must receive written authorization AND schedule your entry time in advance.

Non-compliance will result in denied entry.

**The Monticello Casino maintains strict security protocols and therefore reserves the right to control access for external assembly teams.**

Please submit the name, ID and license plate number of the car that will be used to enter Monticello on **Friday, April 10**. This information must be provided to Monticello Security in advance to ensure quick and efficient entry. Failure to do so may result in delays.



## Trolleys and staff:

**Important Note:** Event organizers will not provide carts or staff to assist with transporting equipment or furniture. Exhibitors must make their own arrangements for moving materials and provide necessary safety equipment to their team for handling heavy or large items.

## Disassembly protocol:

The dismantling schedule is Tuesday, **April 21, from 6:30 p.m. to 7:30 p.m.**

Your stand must be dismantled on the same day the event ends. No machines, furniture, or electronic devices may be stored on-site.

If you have brought materials through the supplier entrance, **they must be removed through the same entrance.** Therefore, you must submit **the name, ID number, and license plate number of the vehicle that will be used to remove the materials by Monday, April 20.**

If you have brought furniture and/or machinery through the main entrance, **you must coordinate with the event organizers to schedule the dismantling and removal of the materials.** The schedule and date provided will be subject to the casino's authorization, as schedules are subject to change due to strict security protocols in place.

## Stand dismantling schedule:

The event organizers have announced that the dismantling of stands (including graphics, TV screens, totems, banners, and boxes) **will begin at 6:30 p.m.** to prevent the end of the day from being negatively affected by stands that are incomplete or abandoned before the established closing time (6:30 p.m. on April 21).

**Your stand must be set up and staffed until the end of the day (6:30 p.m.).**

<b>Failure to comply with the established schedule will result in a fine of USD \$250.</b>
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## Additional:

### Graphic Design Support for Stand:

In order to ensure a professional and attractive presentation of your stand, we ask each exhibitor to send us their graphics within the established deadlines. These will be printed and installed by our team prior to the event.

It is important to note that the organizing committee **does not design graphics**, so each company must temporarily take care of creating these files.

For those who do not have graphic design support or would like external advice on the design of their graphics, we invite you to request a quote from **Magdalena Prat** at [mprat@ventzengroup.com](mailto:mprat@ventzengroup.com). Magdalena coordinates a specialized team that can assist you in the development of visual elements for your stand. This service is completely **optional**, but it can be a practical solution if you are looking for a high-impact visual proposal or if you do not have internal resources available.

We recommend managing this process well in advance to ensure the correct delivery, printing, and installation of the graphics.

(It is important to note that if you choose this alternative as a solution, this additional cost must be borne directly by the interested company.)

### Electricity:

- As a suggestion, we recommend bringing an extension cord to distribute the power at your stand.
- If you have **booked a 3x2m booth**, you will have 480 watts of electricity available for use during the event.
- If you have **booked a 4x3m booth**, you have 960 watts available: this is sufficient to connect your laptops, cell phones, and TV screens.



If you wish to connect something additional, **this must be approved by the organization**, as connections without prior permission may damage the event's electrical network, and this service has an additional cost.

If a voltage increase is required, the following should be considered:

- The voltage increase is provided in units of 1 KW (1, 2, 3, etc.).
- Value per KW: 2.2 UF

To illustrate the typical power consumption of a stand, we've provided some examples of electronic devices commonly used in exhibits below.

If you need to request additional electricity, please contact us at [eventos@yentzengroup.com](mailto:eventos@yentzengroup.com)

EQUIPMENT	WATTS
SPOTLIGHT	30
COMPUTER	22
SMART TV 50"	200
COFFEE MAKER	2000

If you plan to bring an exhibition machine, coffee maker, or large piece of furniture, please note that these must be approved in advance by email by the event organizers and/or Monticello.

**Access to the hall will not be permitted, nor will machinery that has not been previously approved and arrives on the day of the event be allowed to be exhibited.**

## List of Attendees

If you are an exhibitor and/or sponsor of the event, by contract, you have a certain number of tickets to allocate for the event (**the number is specified in clause four of your commercial agreement**).

**The ticket to the exhibition area** does not allow access to the plenary area, where talks by national and international industry experts are held. However, **full access tickets** do include entry to this area. **Both ticket categories include meals.**

The list of attendees to be generated must have the following characteristics:

NAME	CORPORATE POSITION	ID NUMBER	TELEPHONE	TYPE OF ENTRY
Renzo Castro	Event Coordinator	20.xxx.xxx-x	56993399295	Full access

It is important to provide all **the requested information**, as a reminder will be sent to the email address provided.

**The deadline for receiving the list is Friday, April 3, at 6:00 p.m.**





## Send list of attendees to:

- [eventos@yentzengroup.com](mailto:eventos@yentzengroup.com) (Johana Torres, the person in charge of assigning tickets to exhibitors and sponsors)
- Please copy: [rcastro@yc.cl](mailto:rcastro@yc.cl) (Renzo Castro, Events Coordinator)

## Tickets for Exhibitors and Hosts

Each booth includes three tickets: two Exhibitor passes and one Full Access pass.

- Exhibitor tickets are primarily for those who will be attending the booth.
- Full Access tickets (unlike Exhibitor tickets) allow access to the talks held at the Monticello Arena.

**(Both types of tickets include meals.)**

It is the responsibility of each company to distribute its badges according to its operational needs.

## Use of promoters and hosts

In this edition, in order to organize access and avoid situations that have occurred at previous events, all additional staff, including promoters or hosts, must have a valid ticket to access the venue.

If a company requires additional credentials for this type of staff, it may purchase Exhibitor tickets at a special price, available exclusively for these cases.



## Furniture and additional items rental:

The event does not have exclusive suppliers, so you can manage your requirements with companies to rent additional furniture and/or screens, **as long as they comply with the access protocols mentioned above.**

For your information, we provide the following contacts (official suppliers of the event).

- INXPO: [rezapata@inxpo.cl](mailto:rezapata@inxpo.cl)
- Mezclas: [cromero@mezclas.cl](mailto:cromero@mezclas.cl)

The event organization has no influence on the prices, conditions, or other aspects of these companies. The agreements established are the sole responsibility of the contracting parties.

## Hotel preferential rates:

As useful additional information, the event has negotiated a preferential rate for sponsors and exhibitors who wish to stay at the Monticello Hotel. The preferential rates for exhibitors/event attendees are:

U.S. Dollar (USD)	Chilean Peso (CLP)
<b>Twin Room: 167 + VAT per night</b> (2 queen size beds)	<b>Twin Room: \$142,000 + VAT per night</b> (2 queen size beds)
<b>King Room: 174 + VAT per night</b> (1 King size bed)	<b>King Room: \$148,000 + VAT per night</b> (1 king size bed)

Hotel reservation contact:

- [jarriagada@mundodreams.com](mailto:jarriagada@mundodreams.com)

If you have any questions, please contact Patricio Romero, Events Assistant:

- Email: [eventos@yentzengroup.com](mailto:eventos@yentzengroup.com)
- Phone: +569 97988262



## Security Protocols

Monticello has a 24-hour security camera monitoring system, complemented by specialized personnel responsible for maintaining order and security at the facilities. These measures seek to ensure the proper functioning of the venue and prevent any inconveniences that could affect attendees, exhibitors, or collaborators.

In this context, we ask that you respect the instructions contained in this document, as compliance will speed up access and optimize the processes of setting up and dismantling stands. We also inform you that Yentzen Group assumes no responsibility for the loss, damage, or misplacement of merchandising materials belonging to exhibitors and/or their collaborators, either during setup and dismantling or during the event itself. The custody and care of these items is the sole responsibility of each exhibitor, and we therefore recommend that you take the necessary measures to adequately safeguard your belongings.

In the event that an exhibiting company suffers the loss or misplacement of material or merchandise during its participation, it must file a formal complaint with the police, indicating the date, time, and description of the affected items. With this report and prior order from the Public Prosecutor's Office, the police may request Monticello to review the corresponding security cameras in order to identify information that may help clarify the facts. During this process, the affected company must actively cooperate by providing all the information required to facilitate the investigation.

As Monticello is a casino, it is governed by special legislation. Therefore, it is essential to have the complaint in order to review the cameras.

This protocol seeks to establish a clear and efficient framework for dealing with incidents, promoting coordinated action that allows for a timely and effective response. Compliance with these recommendations will allow each exhibitor to carry out their work in a safe, orderly, and smooth manner, contributing to the overall success of the event.



## Everything is ready for an unforgettable day!

We deeply appreciate your commitment to the Global Cherry Summit 2026, an event where collaborative work, innovation, and industry development come together, thanks to each exhibitor and sponsor.

Your participation not only enriches this gathering but also actively contributes to positioning Chilean cherries on the international stage.

If you have any questions or need additional support, the organizing team is fully available to assist you at every stage of the process.

## See you on April 21 at the Monticello Arena!