28 SEPT. – 02 OCT. 2026
CORFERIAS, BOGOTÁ

fib XXXV Bogota Industrial International Fair

EXHIBITOR'S HANDBOOK

feriainternacional.com/en

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Dates of interest

Activity	Date
Deadline to make the payment of the trade show participation contract	August 21, 2026
Date to request badges and invitations	August 24, 2026
Suggested date for payment of services	August 24, 2026
Date from which the parking voucher can be used	September 25, 2026
Deadline for adjusting the exhibition areas	September 27, 2026

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Set-up and Dismantling Dates

Activity	Date	Time
Set- up dates:	September 23 - 27, 2026	8:00 a.m.–8:00 p.m.
Fair opening ceremony date	September 28, 2026	6:00 p.m.
Fair starting date:	September 28, 2026	12:00 pm
Fair closing date	October 2, 2026	8:00 p.m.
Dismantling date:	October 3, 2026	8:00 a.m.–6:00 p.m

***REMEMBER THAT THE USE OF HELMETS IS MANDATORY.**

*Subject to changes according to Corferias' logistic plan and the to the specific cases that occur in each hall during the trade show

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Fair Schedule

Activity	Date	Time
Exhibitor Access	September 28, 2026	8:00 a.m.–8:00 p.m.
	September 29 – October 2, 2026	9:00 a.m.–8:00 p.m
Visitor Access	September 28, 2026	12:00 p.m.–8:00 p.m.
	September 29 – October 2, 2026	10:00 a.m.–8:00 p.m.
Ticket Office	September 28, 2026	11:00 a.m.–7:00 p.m.
	September 29 – October 2, 2026	9:00 a.m.–7:00 p.m.
Parking (Exhibitors & Visitors)		7:00 a.m.–9:00 p.m.

Corferias reserves the following powers: (I) To modify the schedules of the fair or event whenever it deems it convenient or necessary, or for safety or health reasons; (II) To terminate the fair or event when it considers it appropriate or when the economic results of the respective fair are not satisfactory.

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Ticket cost at the Box Office

Activity	Value
Ticket price at the box office	$ 75.000
Ticket price for students with ID card	$ 33.000
Price of additional badge	$ 47.000
Cost of invitations	$ 43.000
Value of the parking voucher	$140.000
Green parking fee - per minute value	$150 Car - $100 Motorcycle
Ticket price at the box office	$35.000 Car - $25.000 Motorcycle

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Table of badges according to sqm

Indoor Area	Exhibitor Badges	Invitations at no cost
1-20 Sqm	4	10
21-30 Sqm	6	15
31-40 Sqm	8	20
41-50 Sqm	10	25
51-60 Sqm	12	30
61-70 Sqm	14	35
71-80 Sqm	17	40
81-90 Sqm	18	45
91-100 Sqm	20	50
101-120 Sqm	21	60
121-135 Sqm	24	65
136-150 Sqm	28	75
151-200 Sqm	32	100
201 Sqm or more	40	100

Outdoor Area	Exhibitor Badges	Invitations at no cost
40 Sqm	4	20
41 - 60 Sqm	5	30
61 - 70 Sqm	7	35
71 - 90 Sqm	9	50
91 - 120 Sqm	10	60
121- 150 Sqm	12	75
151 - 200 Sqm	17	100
201 - 299 Sqm	23	100
300 - 499 Sqm	31	100
500 Sqm or more	36	100

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Badges, invitations, and Tickets

Badges, Invitations According To Leased Area

Depending on the area contracted, the exhibitor is entitled to a certain number of badges and invitations, which will be delivered at the PLUS of Corferias - Hotel Hilton 1st presenting the fair participation contract and withdrawn in advance so that the exhibitor can process the sending of such invitations. The exhibitor may purchase a package of invitations at a cost of **$43,000** each

Exhibitor badges

They are personal and non-transferable and must be carried by the exhibiting company's personnel as identification at the show. The badges must bear the name of the company, the full name and the identity card number of the persons carrying them.

Additional badges

These Badges are the same as the exhibitor's Badges and are used when the exhibiting company's Badges are not suffi- cient. The exhibitor may obtain these Badges by presenting the Physical Space Participation Contract. They are personal and non-transferable and must bear the name of the company, the full name and the identity number of the persons carrying them. The cost of additional Badges is **$43,000.**

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Badges, invitations, and Tickets

Assembly badges

They are valid during the assembly phase and expire on the first day of the show. They must be carried by the persons in charge of assembly, who work on the construction and decoration of the stands, under the supervision and full responsibility of the exhibiting company. They will be issued without quantity limits according to the needs of each exhibitor

Dismantling Badges:

They must be carried by the personnel responsible for tearing Down the stand, who has not exhibitor nor service badges. These Badges will be delivered without restrictions of amount according to the exhibitor's needs by presenting the good standing form provided by the supervisor of the hall when the Fair comes to its end, as long as the exhibitor has no outstanding foreign trade documents or pending payments.. These Badges will be valid starting the day after the fair ends and for the time allocated for this activity.

Rules for using badges.

Corferias will provide exhibitors and their employees with special, personal and non-transferable badges or badges that will allow them to be identified as such and authorize them to enter the trade fair and other privileges to which they are entitled.

Exhibitors shall be liable for any fraud or deception which may be attempted or carried out by them, their employees or third parties using such badges or Badges persons using such passes or badges. Any improper use on the part of the exhibitor or his employees or consented by him or them, will entitle Corferias to expel the exhibitor immediately, without compensation or recognition of any kind and to apply, as a penalty, for the sole fact of exhibitor immediately, without compensation or recognition of any kind and to apply, as a penalty, for the sole fact of non-compliance, of the sums paid for participation in the fair, in the same manner and at the discretion of Corferias, the exhibitor may be sanctioned with the impossibility of participating in future fairs organized by Corferias. Likewise, and at the discretion of Corferias, it may be sanctioned with the impossibility of participating in future fairs organized by Corferias.

Responsibility of the exhibiting company. The people who come to carry out the assembly must bring a helmet and ARL and EPS cards at the moment of entering the fair, otherwise they will not be able to assemble. They will be provided in unlimited quantities according to the needs of each exhibitor

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Parking

The parking lot that will be available for exhibitors for **FIB 2026** will be located at the parking "the tower" at Cra.40#22-34.. It will be open from **7:00 a.m. to 9:00 p.m.**

The entry of merchandise on the assembly days will take place at **Gate 4**.

The sale of parking vouchers will be sold at EL PLUS in the Corporation's main offices and will have a cost of **$140,000 COP.** The parking vouchers will be valid for exhibitors starting from the first assembly day, September 23..

*The parking voucher will be managed with a smart card that entitles the exhibitor to a parking space in the parking lot. In case of loss of this card, it will have an equivalent of 1/2 MLV daily wage.

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Additional Services (PLUS Office)



- Furniture
- Audiovisuals
- Nursery
- Networks and Internet
- Height equipment
- Electricity
- Structures
- Stand cleaning
- Corferias Conecta
- Compressed air
- Water and drainage
- Propane gas

If you want to rent these services, please:

Click Here

To download the form request for services.

Click Here

To download the form parking voucher request

Click Here

*Remember to hire these services at least one month before the start of the fair.

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General services

Receive personalized advice through:

Virtual channel:
Email: rentalservices@corferias.com - serviciosplus@corferias.com

Telephone channel:
+57 - 601 3810000 Ext. 5613 - 5657

Onsite channel:
Carrera 37 # 24-67 Bogotá - Offices Hilton Corferias Hotel, first floor.

WhatsApp:
+57 333 233 7618

If you have any questions, please do not hesitate to contact us. We are at your service.

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Catering at Corferias

For the optimal development of the different activities of your company and the realization of social events within the framework of the fair, Corferias offers a range of possibilities and services through its food and beverage unit:

TO PURCHASE OUR SERVICES PLEASE CONTACT:

Gustavo Aníbal Quintero
gquintero@corferias.com
PBX + 57 601 381 0000 Ext. 5310
Mob: +57 3208593776

Angela Cardozo
Acardozo@corferias.com
PBX 381 0000 Ext. 5310

Policies For the Realization of Social Events

External Catering Services

For external catering services, the following requirements must be fulfilled.
Checklist for food intake

Food entry checklist

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Hotel Booking

- Preferential rate before, during, and after the fair.
- Hotel located inside Corferias.·
- Restaurants and business spaces.
- Access to the executive lounge (Happy Hour and Breakfast).·
- Wet areas included.
- High-speed Internet.·
- Exclusive parking for guests.

Tel: +57 311 8240443
Email: ana.rodriguez2@hilton.com

Hilton BOGOTA CORFERIAS

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Security

- **CORFERIAS provides general security services for fairs and events**; however, each exhibitor is responsible for their machinery, goods, and personal belongings from the moment they enter the exhibition venue until their definitive departure. Therefore, the exhibitor must hire sufficient personnel to ensure such security and strictly comply with the established opening and closing schedules during the setup, fair, and dismantling periods.

- For setup and dismantling g activities, all personnel must be equipped with the required industrial and personal safety equipment (helmets, harnesses, safety goggles, gloves, etc.) and must present valid health insurance and occupational risk coverage identification cards.

- The exhibitor and their employees or contractors must wear their official credentials at all times while present at the exhibition venue during the setup, fair, and dismantling periods.

- At the closing of the hall, the booth must be properly closed and secured with all safety measures deemed appropriate by the exhibitor. It is recommended not to leave personal belongings inside the stand.

We invite you to take into account the recommendations provided by the Security Department at your booth

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Compulsory insurance

In accordance with the provisions set forth in Section Seven of this document (Conditions of Participation), as well as in the Physical Space Lease Agreement (Clause Eight – Insurance), all items and/or goods displayed or stored by exhibitors in their stands must be duly insured against all risks and theft, with or without violence.

The exhibitor must hold an insurance policy covering their goods against all risks arising from fire and/or lightning, explosion, riot, civil commotion, malicious acts by third parties and terrorism, water damage, damage caused by aircraft or land vehicles, earthquake, tremor, volcanic eruption, and qualified theft, with or without violence.

PARAGRAPH: In cases where the exhibitor fails to submit to CORFERIAS the insurance policies required under the physical space lease agreement, CORFERIAS shall not be held liable for any damage to or loss of the goods brought into the exhibition venue by the exhibitor during the setup and dismantling periods, nor during the course of the corresponding fair or event. Therefore, the custody and care of such goods shall be the sole and exclusive responsibility of the exhibitor.

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Free Trade Zone
Foreign Trade

ENTRY OF MERCHANDISE FOR FREE DISPOSAL EXHIBITORS

Cost for merchandise storage in the Free Trade Zone	$27 COP per kg a day + VAT
Date for merchandise entry(one month before the start of the fair)	August 27, 2026
Deadline for merchandise withdrawal without charge(six days after the fair ends)	October 8, 2026
Final date for merchandise withdrawal(two months after the fair ends	December 2, 2026

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National and International Payments

ACCOUNT FOR NATIONAL PAYMENTS

Payee:	Corporación de ferias y exposiciones s.A.
Account number:	4818 0000 0756
Savings account:	Banco Davivienda
Trade fair code:	01-21

Payment Bottom

National and International Payments

ACCOUNT FOR INTERNATIONAL PAYMENTS

Account Beneficiary:	Corporación de Ferias y Exposiciones S.A
Bank Account Number:	8010000 4590
Bank Name:	Bancolombia Panamá S.A
SWIFT Code:	COLOPAPA
Bank Address:	Calle 47 y Aquilino De La Guardia, Plaza Marbella – Edificio Bancolombia P.O. Box 0816-03320 Panama City, Republic of Panama
Phone:	(+507) 263 69 55 – 208 97 00

If required:

Intermediary Bank:	Citibank N.A, New York, USA
ABA / SWIFT:	021000089 / CITIUS33
Bancolombia Account at Citibank New York:	36009162

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Important

In accordance with the Conditions of Participation, which constitute an integral part of the exhibition participation agreement, it is of utmost importance to take into account the provisions described in Section 6.1.7 “Safety during Setup” on page 25, and Section 9 “Rules of Conduct” on pages 31 to 33, which are detailed below.

The exhibitor or the person in charge of the setup must not store or handle flammable or unhealthy substances, nor gas-powered devices, charcoal, gasoline, or any fuel that may pose a risk or cause discomfort inside the pavilions or within the exhibition venue. In cases where the use of any of these elements is necessary, prior written authorization must be obtained from the Fire Department and the CORFERIAS Security Department, and the corresponding safety systems must be provided.

Exhibitors must refrain from storing or handling within the exhibition venue any flammable liquids and/or materials, oxidizing agents, fuels, combustibles, explosives, or toxic substances (including gasoline, diesel fuel, coal, alcohols, pesticides, ethers, industrial detergents, butanol, oils, etc.), as well as cylinders containing compressed substances or fluids (such as gas, oxygen, nitrogen, helium, air, etc.). For the entry, storage, handling, and/or use of any of these elements, it will be necessary to obtain the corresponding technical approval from the Risk Prevention Office of the Administrative Unit of the Official Fire Department of Bogotá and submit it to the CORFERIAS Security Department for validation.

Conditions of participation

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Aspects to consider in your participation

Please take into account the following conditions for a successful and seamless participation:

The exhibitor must submit, **one (1) month in advance**, the rendering or photograph of the booth in order to validate the setup that will be installed in the assigned areas.

The exhibitor commits to carrying out the setup during the stipulated dates, regardless of whether it is executed directly by the exhibitor or by a third party. Failure to comply with the established schedule for this activity will grant Corferias the right to impose the penalties established in the lease agreement.

For dismantling, only the day following the closing of the fair is allowed. No exhibitor may leave earlier. If, after the dismantling date, the booth remains assembled without the rented area having been vacated, Corferias will take ownership of any material found there, without assuming any responsibility for its care or preservation.

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Aspects to consider in your participation

The promotion of products or services is only allowed within the contracted booth. Anything carried out outside this area will be considered a brand activation and will incur an additional cost.

Exhibitors must have all documentation up to date. Remember that Corferias is regulated by public entities such as the **National Customs and Tax Directorate** (DIAN) and the **National Institute for the Surveillance of Medicines and Food** (INVIMA) , as well as the Health Secretariat, and is not responsible for inspections these entities may conduct during the fair.

Exhibitors must inform Corferias of any planned activities or shows that may generate crowds, **at least one month in advance.**

Do not forget that one of the requirements for coexistence in enclosed spaces is maintaining optimal sound levels. These may not exceed 45 decibels*.

Failure to comply with this regulation will result in disciplinary sanctions.

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Contacts

PBX Corferias: +57 601 381 0000

Name	Position	E-mail	EXT
Lilian Conde	Proyect Manager	LConde@corferias.com	5126
Leonardo Henríquez Escandón	International Commercial Coordinator	Lescandon@corferias.com	5426
Carol Sanchez	Commercial Coordinator	Asanchez@corferias.com	5128
Javier Gutierrez	Commercial Coordinator	Jgutierrez@corferias.com	5099
Yohan Rodriguez	Commercial Coordinator	Yrodriguezc@corferias.com	5186
Lady Gutierrez	Commercial Asistant	Lgutierreza@corferias.com	5136
Eliana Bernal	Commercial Asistant	Ebernal@corferias.com	5214
Laura Daniela Pinto	Commercial Asistant	Lpinto@corferias.com	5119

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Contacts

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Department	Name	Position	EXT
Assembly	Alejandro Zamudio	Assembly Manager	5762
	Laydy Vanessa Rendon	Assembly Coordinator	5762
Security	Jaime Enrique Bonilla	Security Manager	5540
	Katherine Leal	Mobility Coordinator	5503
	Javier Malagon	Security Coordinator	5544

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Contacts

PBX Corferias: +57 601 381 0000

Departament	Name	Position	Ext.
Foreign Trade	Dary Sofía Sánchez Parra	Head of Foreign Trade	5560
	Hernando Gómez Higuera	Coordinator of Foreign Trade	5561
Executive President's Office	Camila Delgado	Public Relations Assistant	5812
Press	Claudia Milena Torres	National press	5971

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Event venue: Corferias, Bogotá, Colombia // Event type: Industrial fair // September 28 - October 2, 2026 // FIB is organized by: Corporación de Ferias y Exposiciones S.A., User and Operator of the Free Trade Zone, Collective Benefit and Interest Entity, NIT 860.002.464-3 – Address: Cra. 37 # 24-67, Bogotá, Colombia // Tickets: They may be purchased at the Corferias ticket offices during the event dates or through the website feriainternacional.com // Corferias is not part of the consumer relationship that may arise between the visitor and the exhibitor at the fair, as it is neither the owner nor responsible for the products and/or services exhibited or sold there. The organizers of the fair do not assume responsibility for any negotiation. // Contact: info@corferias.com // For additional information, to review terms and conditions, or to learn about any change, modification, or update related to the event, please visit feriainternacional.com

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