



European Higher Education Fairs. Kazakhstan 2015. Exhibitor's Manual

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Union



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EXHIBITOR'S MANUAL

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FAIR INFORMATION:

DATE AND LOCATION

The European Higher Education Fair will take place on Saturday 26th and Sunday 27th September 2015.

Venue:

Al – Farabi Kazakh National University. KazNU

Address: 71 Al-Farabi, Almaty.

KAZAKHSTAN 050040

The fair will take place in the Al-Farabi Library, (see map number 10).
In the 4th Floor



HOW TO ARRIVE?

By Taxi:

You must indicate the driver: Timiriazeva – KazNU station, “Palace of students”

By Bus:

№ 30, 32, 45, 70, 79, 105, 124; Trolley bus № 7, 9, 11.



OPENING HOURS

For visitors:
26th September 2015. From 9:30
to 17:00
27th September 2015. From 9:00
to 17:00

For exhibitors:
25th September. From 15:00 to
20:00.
26th and 27th September 2015.
From 8:00 to 18:00

ACCESS TO THE FAIR

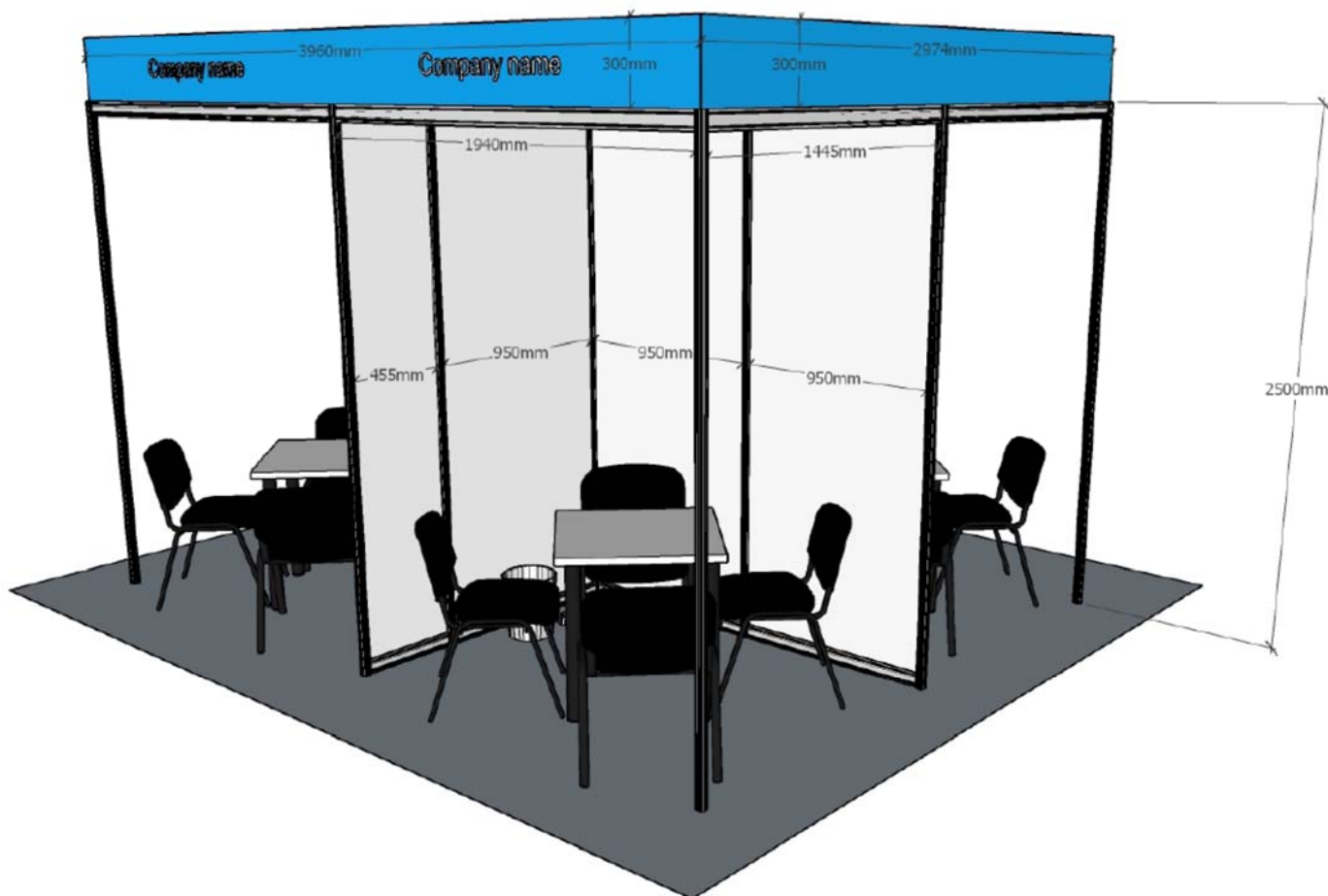
The European Higher Education Fair will take place in the Al-Farabi Library. Booths will be allocated in the Grand Foyer hall, in the 4th floor.

Registration for Exhibitors: On the 25th September 2015 (from 15:00 to 20:00) and the 26th (from 8:00 to 9:00). EHEF project team will facilitate badges for exhibitors in order to facilitate access to the venue, coffee – break and lunch tickets.

OPENING CEREMONY

The Opening Ceremony of the European Higher Education Fair will take place in the Conference Room in the 4th Floor of the Al-Farabi Library, from 9.00 to 9.30 the 26th September 2015.

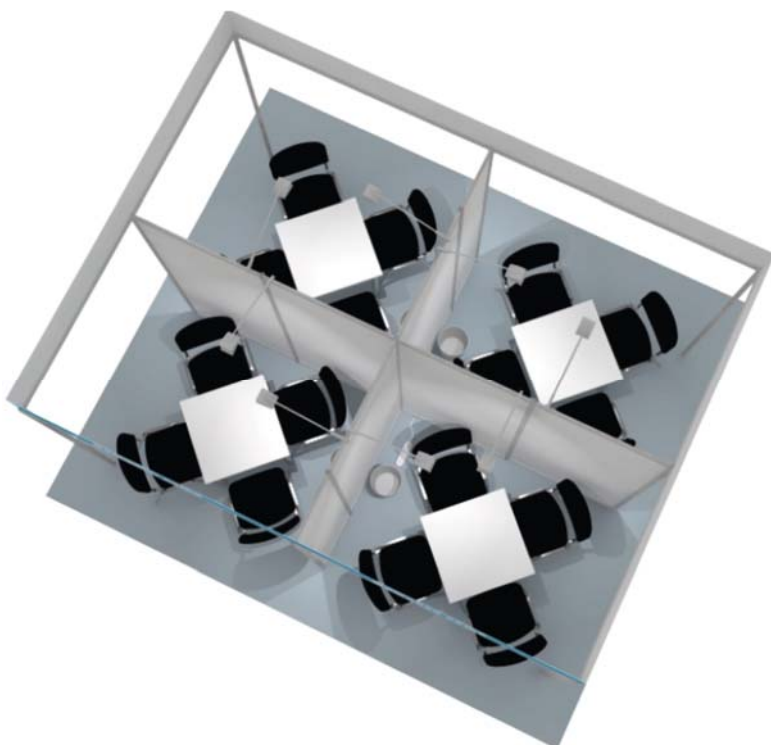
BOOTH



Booth Construction Company will install Exhibitor's Names Tags in the top of each exhibitor.
 (See in the picture above, where it says Company Name)

Each booth has following equipment

- 1 desk
- 4 chairs
- 1 lamp
- 1 bin
- 1 plug





INTERNET ACCESS

During the Fair, the Kazakh National University (KazNU) will facilitate internet to all exhibitors.

SHIPMENT OF MATERIALS

International Cargo Services (ICS)

Website: www.alaics.kz

This company can help you with shipment of materials to the Fair. EHEF Project doesn't support the cost of transportation, custom and logistics, however we have confirmed with this company that they can deliver your materials from all Member States of the EU to the Fair Venue. You can send the materials in advance and they will keep it safe until the 25th September.

On the 25th September EHEF Project Team will be available for reception of your packages in case your team arrive straight on the 26th September. (If you send your materials through other companies, our team will be available too, just inform us)

Coordinator from ICS:

Мудрагеля Виктория
(Murdagelya Victoria)
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Skype: buka0505

Дарига Акжолтаева (Dariga
Akzholtayeva)
d.akzholtaeva@ics.net.co
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INTERPRETER SERVICES

During the Opening Ceremony, we will have interpreters to English, Kazakh and Russian languages.

During the Fair Presentations to visitors, interpreter services from English to Russian and Russian to English will be available in case they are needed.

During the Fair, we will have a group of student volunteers, available to help visitors with English translations.

CATERING SERVICES

Breakfast and Lunch for 2 days of exhibition will be provided for 2 persons per booth.

Your badges will give you access to the lunch and coffee break room.

Coffee – break room will be open for exhibitors during the morning from 8.30 to -10.30 and during the afternoon from 15.30 to 16.30.

Lunchroom will be open on the first floor from 12:30 to 15:00.

The fair will not close during lunchtime.

Please do not consume your meals inside the booth.



EXHIBITORS INFORMATION

VISA APPLICATION

Regarding visa application, general information could be found in the Ministry of Foreign Affairs of the Republic of Kazakhstan. The type of Visa needed is D1.

<http://mfa.kz/index.php/en/consular-issues12/for-foreign-nationals/wishing-to-visit-kazakhstan?view=featured>

Each country will require different procedures for visa application, we recommend you to apply for the visa at least 10 days before of departure.

Don't hesitate to contact our team if you require any supporting document from the project.

<http://mfa.kz/index.php/en/consular-issues12>

HOTEL RESERVATION

The EHEF project has agreed a special fare for exhibitor in two close hotels to the Fair Venue, please, in case you choose one of these options, at the time of making the reservation, indicate them that you are a participant of the EHEF project to enjoy the special rate:

GRAND "AISER" HOTEL
 Phone: +7(727)396 99 99
 Fax: +7(727)292 61 33
 Mail: info@grandaiserhotel.kz,
grandaiserhotel@mail.ru
 Web: grandaiserhotel.kz

GRAND "EURASIA" HOTEL
 Phone: +7(727)380 80 80,262 83 90
 Fax: +7(727)380 80 54,264 92
 Mob: +7 702 155 52 24
 Mail: info@grandaiserhotel.kz
grandaiserhotel@mail.ru
 Web: grandeurasiahotel.com

CONTACTS: SICI DOMINUS

European Higher Education Fairs in Central Asia and Asia (EHEF)

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F: +34 958 520 589

info@ehf.asia

<http://ehf.asia>



COUNTRY PRACTICAL TIPS

CURRENCY / MONEY / CREDIT CARDS

Tenge (KZT) is the currency of the country. Exchange with Euros is possible in hotels and banks. It is not recommended to exchange currency in non-authorized places.

Credit card (Visa, Master, American Express) are well accepted at almost all hotels, shops and restaurants in Almaty.

TIME

GMT +6

HEALTH /IMMUNISATION/ INSURANCE RECOMMENDATIONS

None Vaccination is compulsory, but it's recommended vaccinations for Hepatitis A, B and tetanus.

Tap water is not recommended

Travel health insurance is recommended.

TRANSPORTS/TAXIS

There are many private taxis at the airport and they may offer their services. You have to be careful, they do not provide checks and they could be dangerous; however they are cheaper.

City officials' taxis are more expensive, but they are reliable:

<http://ecotaxi.kz/> +7 (727) 3 900 500, +7 (777) 672 77 77

<http://economtaxi.kz/> +7 (727) 245-47-47, +7(727) 390-54-10, +7(702) 897-08-35, +7(777) 022-00-12

TELEPHONE CODES / MOBILE PHONE COMPANIES

00-7 + City code

For city telephone: +7 727. (7 numbers)

Kazakhstan cell phone companies operate on a prepaid system. A SIM card can be purchased (GSM network) providing a local cell number.

As credit runs out, it can be charged easily by purchasing more via electronic dispensers throughout the city. They are located mainly in supermarkets, hotels and shopping centers. Credit can also be purchased on scratch cards and loaded onto a cell phone by entering the code. No monthly billing plans exist in Kazakhstan at this time.

Active

Phone: 8 (727) 258 80 00,
for mobile 7070 (free of charge)

www.activ.kz

<https://www.activ.kz/en/>

Beeline

Phone: 8 (727) 350 05 00

<https://www.beeline.kz/ru>

Kcell

www.kcell.kz



POWER AND ELECTRICITY

Electricity: 220 volts, AC 50Hz.

Two-pin power sockets are used, mainly compatible with both German 'Schuko' and Euro plugs.

WEATHER

Weather in September in Almaty is around + 17 ° C

We recommend you to bring a warm jacket and closed shoes.

LANGUAGE

Kazakh (official language) Russian (inter-ethnic communication).

CULTURAL TIPS

In Kazakhstan, more than 45 religious confessions and 120 nationalities. Therefore, Kazakh society is diverse, open and sociable. People in Almaty are very friendly and hospitable.

SECURITY

Almaty is a safety city, just take the same security measures as in any other city.

EMERGENCY TELEPHONE NUMBERS

Emergency Number +77017115502



EMBASSY INFORMATION

Kindly find the information of embassies from the EU member states with representation in Kazakhstan in the following link:

http://eeas.europa.eu/delegations/kazakhstan/eu_travel/embassies/index_en.htm