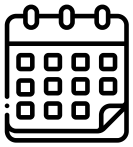
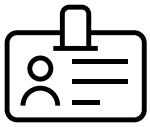
Welcome to ATC2026!
Handy Guide for Exhibitors

Monday Bump In: Strictly 4pm - 6pm



ATC2026 is at Fed Square, Melbourne. The Expo is in Zinc. Please see the **Site Map**. Check that your stand is as ordered, set up your Merch & Competitions. Harry the Hirer booth builders will be on-site at this time.

Tuesday Arrival: 7:30am



Talent Teams arrive at 8am onwards so please arrive early and be at your stand ready to greet them. All attendees must wear their event lanyard for the whole event. Fed Square is a public venue and security staff will be checking badges for entry to event rooms.

What to wear



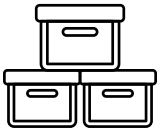
We are spread across three venues in Fed Square so please wear comfortable shoes. ATC2026 is a fun, relaxed event so fun and casual - whatever makes you feel great.

Deliveries



All items pre-delivered to site will be at your Expo Stand for Monday Bump In. Please set up what you need and the rest will be put back in the storage cage under the carpark.

Storage



The storage cage will be open as required during the event. If you need to re-stock merch/items, please come to the Rego/Help Desk in the Expo. Take everything with you when you bump out on Wednesday to avoid fees. Leave boxes with courier consignment papers attached at your stand.

Display Banners



Due to the open plan design of the Expo Hall, please do not bring pull-up banners. Signage is not permitted on venue walls.

Conference Sessions



Sponsors & Exhibitors are welcome to attend all sessions during the conference. Please ensure you have at least one person on your stand during morning check-in, coffee and all breaks including when the Drop-In Visitors are on site. Please feel free to use the tables provided for calls or work while sessions are on but these spaces MUST be clear once attendees are back in the Expo during AM Arrival, Morning Tea Lunch Break and Social Drinks.

Welcome to ATC2026!
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Security

Please do not leave valuables unattended on your stand at any time.

Wi-Fi

Network: ATC2026
Password: Workday2026

Lead Capture App

Use the information emailed to you to download the **Entegy Events Lead Capture** app on your phone and **log in with event code ATC2026 and your email address**. Each Exhibitor can set up their own questions for the sales team to populate for each scanned lead. Scan badges when you hand out merch or when attendees enter a competition at your stand.

ATC2026 Event App

Go to your App Store and search ATC Events & Media. Log in using email address you are registered with. You have also been sent **instructions** by email and SMS. All attendees will use the App to access the Agenda and ask questions during sessions.

Bump Out: Wednesday 2:45pm - 3:30pm

You may begin packing up your collateral from 2:45pm. Harry the Hirer will start removing stands from 5pm after attendees have picked up luggage/coats from the cloak room. Items left for courier pick up MUST be labelled with your contact information and left at your stand. Please book your courier collection for Thursday, 15 October. Refer to the outgoing package label for courier instructions and take an ID photo of your packages before you leave. Items must be picked up by Friday, 16 October.

Key Contacts when on-site

ATC Events
Karen Ly
karen@atcevents.com.au
+61 400 796 042

Michelle Edwards
+61 431 531 492

ZINC - VENUE
Craig Tierney
Event Manager
craig.tierney@zincfedsq.com.au
+61 3 8637 0327

SECURITY & VEHICLE ACCESS
+613 8637 0333