

Dear developers!

To perform work on the construction of stands, you must perform the following:

1. Issue and sign the Application in two copies in the department of technical expertise and control of VDNKh JSC (office 214A, responsible person: Andrey Borisovich Zaitsev, tel. 8-495-974-32-76). One copy of the Application remains in the department of technical expertise and control of VDNKH JSC, the second copy is submitted together with the other documents to the technical department of Production Association MONTAZHNIK LLC within three working days. After the aforementioned period, the application is cancelled and re-issued.

2. Contact the department of technical support of exhibitions Production Association MONTAZHNIK LLC by phone 8-495-644-29-11, 8-495-258-87-48, 8-915-359-99-53 or toll-free number 8-800-234-41-06 (1303,1288) and provide the following documents:

- A copy of the Certificate of Compliance with the requirements of GOST R ISO 9001 as applied to the design, construction of exhibition stands, work on the arrangement of power supply up to 1000 volts (certified by a notary);

- Copies of Certificates of Conformity for used materials, structures, electrical equipment;

- Deployment plan of the exhibition stand in the pavilion;

- The project of the exhibition (stand) made in isometry (for non-standard building) with decoding of symbols;

- For a 2-storey stand, a statistical calculation for a power structure (program "Lira") in paper and electronic form, drawings with an indication of all dimensions of a 2-storey stand (signed by the designer and with the enterprise stamp; drawings of the 2-storey (power) design with all reinforcing elements and a stairway with railings, drawings of the 1st and 2nd storey with shown fences, power supply and lighting scheme of the stand of the 1st and 2nd storey (filled Form 3);

- The original of the letter (power of attorney) from the company for which the construction of the exhibition is carried out, certified by the head of the exhibiting company;

- A letter with the list of equipment required for the construction of the exhibition / stand, indicating the name of the company for which the construction is being carried out, in 4 copies. The letter must be certified by the head of the installation organization;

- A copy of the order on the appointment of a responsible person for carrying out mounting and dismounting works and maintenance of the exhibition / stand during works, and responsible for safety during the mounting and dismounting works at the exhibition / stand;

- Electrical project of the exhibition / stand (2 copies) with decoding of symbols, indicating the power supply voltage, the maximum power of loads for each piece of equipment, electrical equipment connection points, certified by the head of the installation organization;

- Power supply and stand lighting scheme (Form-3) in 2 copies;

- A copy of the order on the appointment of a responsible person for electrical equipment is not lower than 4 groups of admission;

- A copy of the knowledge test log of electricians with the seal of the GosElectronadzor;

- The list of electricians not lower than the 3rd admission group participating in the electrical work at this exhibition, signed by the responsible person for the electrical equipment, indicating the person responsible for the work at the exhibition site;
- Copies of certificates specified in the list of electricians;
- The list of electricians involved in the mounting and dismounting works at the exhibition / stand, certified by the head of the installation organization in 2 copies with passport details;
- Conclude with Production Association MONTAZHNIK LLC an agreement for the verification of technical documentation and an agreement for the performance of electrical measurements.

You should have the requisites and seal of the organization. All documents are provided in original or certified copy.

3. After the procedure for checking the technical documentation, get a stamp of Production Association MONTAZHNIK LLC on the letter with the list of the equipment to be imported.

4. On a letter with a list of equipment, put a stamp in the 3rd Regional Division for Supervision and Preventive Work of the Directorate for the Northeastern Administrative District, Head Office of the Ministry of Emergency Situations in Moscow (tel. 8-499-760-27-24). For this you need to have:

- The act of performing fireproof works;
- Fire safety certificates for materials used;

5. After obtaining permits from Production Association MONTAZHNIK LLC and the 3rd Regional Division for Supervision and Preventive Work of the Directorate for the Northeastern Administrative District, Head Office of the Ministry of Emergency Situations in Moscow, take this letter to the Technical Expertise and Control Department of VDNKh JSC and get permission there to import the exhibition equipment to the pavilion.

ATTENTION: it is possible to pass the verification of technical documentation in Production Association MONTAZHNIK LLC and obtain permission from the 3rd Regional Division for Supervision and Preventive Work of the Directorate for the Northeastern Administrative District, Head Office of the Ministry of Emergency Situations in Moscow in any sequence.

Verification of technical documents is carried out from Monday to Friday from 9:00 to 18:00, lunch from 13:00 to 14:00.