

ADRIA SECURITY SUMMIT
CONFERENCE & EXHIBITION

powered by **intersec**

EXHIBITOR MANUAL

8 - 9 October 2025

Hotel Aleksandar Palace
Skopje, North Macedonia

www.adriasecuritysummit.com

FORM SUBMISSION & DEADLINES

Please refer to the attached file for all forms. All forms must be submitted by their specified deadlines.

REQUIRED FORMS

Booking Form (Contract)

The official agreement provided by the event organizer detailing terms and conditions for exhibiting.

Deadline: September 10 and due upon confirmation of participation.

OPTIONAL FORMS

(please contact us at summit@asadria.com for these forms)

Additional Equipment Order Form

For ordering furniture, display equipment, and other services.

Deadline: September 10, 2025

Invitation Letter for Visa Application

For international participants needing a visa to enter North Macedonia.

Deadline: September 1, 2025

SPONSORS AND EXHIBITORS REGISTRATION FORM

Adria Security Summit 2025 powered by Intersec
OCT 8-9, Skopje, The Republic of North Macedonia



COMPANY NAME

(Please write a full name)

SPONSORSHIP PACKAGE	ORDER	PRICE
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DIAMOND

30m2 of exhibition space, 15 company representatives, 20 partner invites, 3 accesses to VIP lounge, 8 lunch vouchers per day, keynote speech OR panel discussion representative, side event, mentioned by the host during welcome ceremony, 7 Buyer Club meetings, 10-min visit to booth by Buyer Club delegation, 1 lead-retrieval application, on-site B2B support, post-event B2B support, 4 invites to Award Ceremony, logo on the website, floor plan, conference main screen, summit badge and its lanyard, entrances of exhibition & conference halls, and press wall & sponsors banner in registration area; video statement, dedicated welcome message via matchmaking platform, sponsored social networks post, podcast/ webinar, 15% discount on additional branding. **Total services: 38**

<input type="text"/>	12,000 EUR
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PLATINUM

20m2 of exhibition space, 10 company representatives, 15 partner invites, 2 accesses to VIP lounge, 6 lunch vouchers per day, panel discussion representative, side event, mentioned by the host during welcome ceremony, 5 Buyer Club meetings, 20-min visit to booth by Buyer Club delegation, lead-retrieval application, on-site B2B support, post-event B2B support, 3 invites to Award Ceremony, logo on the website, floor plan, conference main screen, summit badge, and press wall & sponsors banner in registration area; video statement, sponsored social networks post, podcast/ webinar, 10% discount on additional branding. **Total services: 35**

<input type="text"/>	10,000 EUR
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GOLD

10m2 of exhibition space, an option to buy additional 10m2, 8 company representatives, 10 partner invites, 1 access to VIP lounge, 4 lunch vouchers per day, side event, 1 Buyer Club meetings, 10-min visit to booth by Buyer Club delegation, on-site B2B support, 2 invites to Award Ceremony, logo on the website, conference main screen, and press wall; video statement, sponsored social networks post, podcast/ webinar, 5% discount on additional branding. **Total services: 23**

<input type="text"/>	7,000 EUR
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SILVER

10m2 of exhibition space, 5 company representatives, 5 partner invites, 2 lunch vouchers per day, on-site B2B support, 1 invite to Award Ceremony, logo on the website and press wall; video statement, organic social networks post. **Total services: 16**

<input type="text"/>	3,800 EUR
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BOOTH NUMBER

EXHIBITION SPACE INFO

Includes: 1x Backdrop (338x244), 1x Cube table (60x60x60), 4x Chairs, 1x Table for promotional materials, *1x 42" TV, 1x TV Stand. The organizer will set up all booth elements. NOTE: Delivery of additional equipment and other elements for product promotion can be arranged with the Organizer. All costs will be added subsequently. Detailed information is available on www.adriasecuritysummit.com

SHOW INFORMATION

CONTACT INFORMATION

- Event Organizer: a&s Adria Magazine
- Email: summit@asadria.com
- Phone: +387 33 788 985
- Website: www.adriasecuritysummit.com

ADDITIONAL CONTACTS

EXHIBITION|BRANDING | B2B NETWORKING

Amar Pap – amar.pap@asadria.com

CONFERENCE

Damir Muharemovic – damir.muharemovic@asadria.com

MARKETING & REGISTRATION

Seid Malanović – seid.malanovic@asadria.com

ON-SITE TECHNICAL SUPPORT

Muatez Fazlic – muatez.fazlic@asadria.com



GENERAL INFORMATION ABOUT THE CITY & COUNTRY

- City: Skopje, the capital of North Macedonia
- Currency: Macedonian Denar (MKD)
- Time Zone: Central European Time (UTC+1)
- Language: Macedonian (English widely spoken)
- Emergency: 112

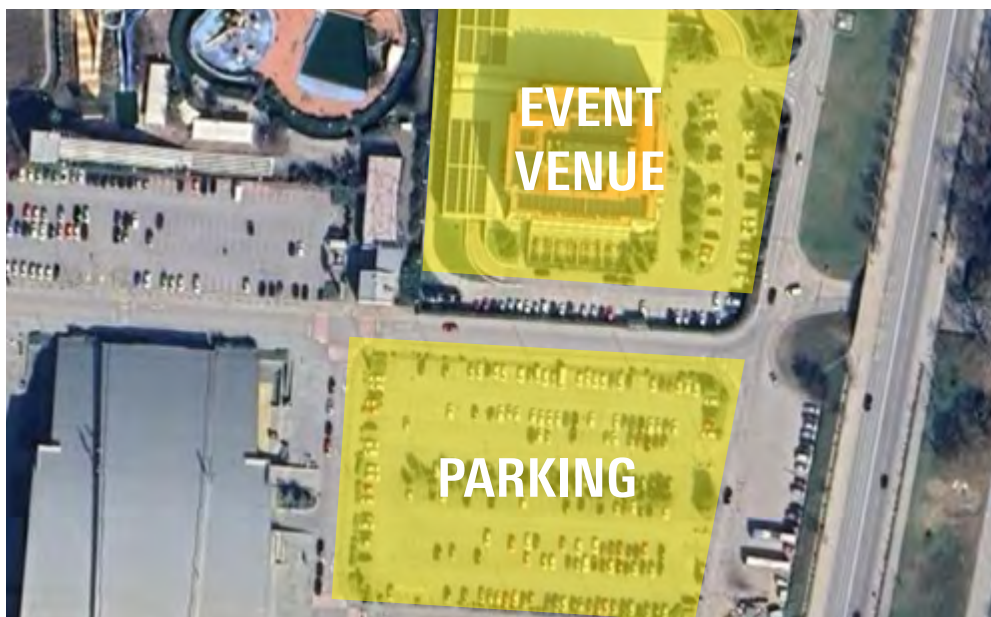
EVENT VENUE

TRANSPORTATION

- Skopje International Airport (SKP) – 30 minutes by car
- Taxis are available.

PARKING

Parking is available only for hotel guests. All other participants are eligible to use the parking slots located near the venue at regular prices. Follow the [link](#) to reach it by car.



HOTEL ALEKSANDAR PALACE

Address: [Boulevard 8-mi Septemvri 15, Skopje, North Macedonia](#) – click to open Google Maps

The Venue Plan is available at the [link](#).

IMPORTANT DATES AND SHOW SCHEDULE

ACTIVITY	DATE
Logo delivery ▼	Immediately upon confirmation/contract signing
Visa Letter Request Deadline ▼	September 1, 2025
Booth Graphics Delivery ▼	September 10, 2025
Equipment Order Deadline ▼	September 10, 2025
Exhibitor Registration Deadline ▼	September 15, 2025
Visitor Registration Deadline ▼	October 7, 2025
Booth Setup ▼	October 7, 2025 (12:00–20:00)
Exhibition Days ▼	October 8–9, 2025
Booth Dismantling ▼	October 9, 2025 (17:00–20:00)

PREPARING FOR THE SHOW

LOGO DELIVERY

All exhibitors should deliver respective company logotypes that will be used for the promotion through event marketing channels. The logos should be delivered at summit@asadria.com email, immediately upon contract signing and in one of the following formats: PDF, AI, EPS, vector, and in CMYK color mode.

EXHIBITOR REGISTRATION

All exhibitors should be registered under their respective companies in order to be visible under the company profile on the event app and website.

To obtain this, the event organizer provides an email invitation to one of the exhibitor representatives after which he/she register himself/herself and the rest of the team.

BADGES

The badges will be sent to the registered emails one month before the event starts. Badges should be printed at home or at the office and shown upon entry.

MOBILE APP

The Adria Security Summit uses run.events as an event platform, allowing participants to download a mobile app for a better user

experience and scan the leads for easier connectivity during and after the show. We recommend downloading the app a month before the event and start exploring the participants and scheduling meetings. Download the mobile app for your Android or iOS device.

DESIGNING THE BOOTH GRAPHICS

The templates for booth graphics are available in the website's [Download area](#). It includes three elements:

- [Top Backdrop Template](#)
- [Backdrop Template](#)
- [Table Template](#)

INTERNET CONNECTION FOR EXHIBITORS

The entire Adria Security Summit venue will be covered with Wi-Fi. Exhibitors will have access to a dedicated network, separate from the free visitor network, to ensure the highest quality of service.

For exhibitors who require an additional LAN connection, the cost is 100 EUR per booth. To reserve a LAN connection, please contact us at summit@asadria.com no later than September 26, 2025.

All elements should be designed by the exhibitor and delivered to the organizer no later than September 10. The visuals should be designed following the specifications:

- CMYK color mode
- Image resolution: 100 dpi
- File format: PDF
- No fonts (Create outlines)

Should you have any questions, feel free to reach DTP – Dino Kolubara at email dino.kolubara@asadria.com.

LOGISTICS AND TRANSPORTATION

All shipping must be coordinated through the official forwarder. The below is contact information to organize logistics services and transport of goods. The goods will be stored in the logistics company warehouse. The delivery of goods to the venue is available from Monday afternoon and sending back after the show on Thursday after 19:00.

Please consult with the forwarding company to define the procedures and confirm any potential customs formalities before shipping your goods. We kindly ask you to send transport inquiries with complete shipment details (content and description of the goods, type of packaging, dimensions, weight, whether the goods are stackable during transport, and any other handling specifications) to:

Magdalena Vurmeska, magdalena.vurmeska@dbbschenker.com, tel. +389 78 322 428

IMPORTANT:

- Label all materials with your company name and booth number.
- Notify the forwarder of any oversized or fragile items in advance.
- If necessary, please keep organizer in an email copy to announce in advance.

BOOTH CONSTRUCTION

The organiser provides booth setups for all exhibitors except those whose booths will be built by exhibitors themselves based on an agreement with the organiser. Exhibitors can access their booths from October 7 at 12:00 P.M.

STANDARD BOOTH PACKAGE

Includes:

- Backdrop
- Cube table
- Additional table/cabinet for promotion
- 4x chairs
- Electricity pocket
- Wi-Fi Network

TV monitor: by request

EXHIBITION RULES & REGULATIONS

- Exhibitors must follow safety, branding, and space regulations as outlined in the Booking Form.
- Exhibitors must remain within the allocated booth space.
- All exhibitors are responsible for ensuring that no counterfeit or unlicensed products are displayed.

FOOD & BEVERAGE POLICY

- No outside food or drinks are allowed unless approved by the organizer. Exhibitors and sponsors will be provided with lunch vouchers on the first day of the exhibition and based on their package. Restaurant 1 is located in the ground floor and near by Mainf Conference hall and is available for those with vouchers from 13:00 to 16:00 on both days of the show.
- Other participants can buy lunch at the restaurant 2 located near Exhibition halls 2 and 3. Please refer to the event venue map.
- Smoking and alcohol are prohibited in the booth

EXHIBITION SERVICE POINTS

- Technical Support
- B2B Matchmaking Support
- Organizer's Office

CONFERENCE

- The conference program spans across four halls, the Main Conference Halls and three side event halls.
- The Main Conference Hall is located on the ground floor, connected with Exhibition Hall 1, while side event halls are located on the first floor within a hotel complex. There will be clear signs that will direct the participants to each hall, respectively.
- The official conference program starts at 10:00 AM on October 9, 2025. The complete agenda is available at the official [event agenda](#).

a&s ADRIA AWARDS

All exhibitors are eligible to nominate two applications in the a&s Awards program for free. All applications should be submitted through the official form available at <https://adriasecuritysummit.com/as-adria-awards> webpage. The awards ceremony will take place on October 9 during a dedicated event in the main conference hall.





WHAT TO EXPECT?

Exhibitors 150+

Participants 3,000+

Buyer Club Delegations 100+

Meetings 5,000+

Excellence Awards Categories 11

Panel Discussions 7

Keynote Speeches 3

Side Events & Workshops 30+



TRAVEL SERVICES

VISA APPLICATION

Invitation letters are available upon request by September 1, 2025.

Recommended Hotels

- Hotel Aleksandar Palace (event venue)
- Limak Skopje Hotel
- Hotel Panoramika Design & SPA
- Bliss Palace Hotel

Due to the limited number of rooms, the deadline for the hotel is August 20, 2025.

CONTACT INFORMATION

Irena Taseska (only for Aleksandar Palace Hotel)

itaseska@aleksandarpalace.com.mk

Marija Draženović

marija@bsbevents.com

ORGANIZER



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