



EXHIBITOR MANUAL

**WORLD AQUACULTURE
SAFARI 2025 UGANDA**
Speke Resort Munyonyo, ENTEBBE
<https://www.spekeresort.com/>

Thank you for participating in **WORLD AQUACULTURE SAFARI 2025, UGANDA!**

This manual will help you prepare everything you need for your booth so that when the exhibit doors open, you are ready to do business!

TRADE SHOW SCHEDULE

TUESDAY June 24 th	WEDNESDAY June 25 th	THURSDAY June 26 th	FRIDAY June 27 th
MOVE-IN 12:00 – 17:00	MOVE IN (8am -10am) EXHIBITS OPEN 08:00 – 18:00 TRADE SHOW OPEN 10:00 – 18:00	EXHIBITS OPEN 10:00 – 18:00	EXHIBITS OPEN 10:00 – 16:30 MOVE-OUT till 20h

DEADLINES

Now	<ul style="list-style-type: none"> • Check your booth configuration • Contact Shipping Agent and Stand builder/decorator for any special needs. Understand their terms & conditions of service • Book Travel and Accommodation • Check WA25 UGANDA Advertising & Sponsorship Opportunities
May 15, 2025	• Final Booth Payment Due (refer to Contract)
Jun 10, 2025	• Order Badges
May 1, 2025	• First day advance shipments to Entebbe warehouse may arrive May 1, 2025
June 14, 2025	• Last day for shipments to arrive in Entebbe June 14, 2025

BOOTH INFORMATION

Go to https://www.was.org/Meeting/pdf/AFRAQ25_ExhibitorInvite.pdf

- **Standard booth: USD 2800**
- **Corner booth: USD 3100**

All booths are 3x2m and will include hard walls on three sides, electricity, carpet, two chairs & one table, spotlights, fascia identification sign, two free passes for the WA25 Uganda conference and 100 free trade show passes.



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HOW TO REGISTER YOUR BOOTH ONLINE

- Go to [World Aquaculture Society Exhibitor | Login | World Aquaculture Society Meetings \(was.org\)](#) Make your own account and password and fill in company details.
- Fill in company and booth details
- Click “finish and payment”
- You can pay right away with a credit card or pay later by wire transfer to a US bank account. All the information on the bank account will be there or you can contact worldaqua@was.org for an invoice. Mention all the entire info you want on the invoice please.

PAYMENT FOR THE BOOTHS

- Chose payment option and complete the payment online
- Invoice will be send once you finalized the registration
- In case you do not receive the invoice please send a reminder to worldaqua1@was.org – mention event and booth number.

Deadline for booth payment – May 15th, 2025

Booth Cancellation policy – Deadline to cancel your booth at this event is May 15 . Before that deadline, reimbursement of 80% of the payment is possible on request. After that deadline, no refunds are possible for any reason, including professional or personal emergencies, flight cancellations, denied visas, weather related cancellation or other travel emergencies. Refunds are processed after the event.

MAKE YOUR BADGES ONLINE

- Please register your staff and customers online. [World Aquaculture Society Exhibitor | Login | World Aquaculture Society Meetings \(was.org\)](#)– click exhibitor login. Click the event and badges. Use the same account and password as the booth registration.
- Each names need an email to send out confirmation. Submit badge data in the bottom of the contract summary. You can make changes till 3 weeks prior to the event.
- To add badges on a later time:
 - Same link with account and password.
 - Each booth includes two full conference registrations and 100 trade show passes.
 - You may add “extra badges” as directed, at lowest rates – 325 USD for international and 130 USD for National. You do need to register online before the deadline.

Deadline June 10th, 2025



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EXHIBITORS SERVICES

Each exhibition space provided will be 2 meter deep x 3 meter wide as depicted below. This will have: Identification sign, Hard walls on 3 sides, Table & 2 chairs, Electrical outlet & 2 spotlights, 2 Full Registration Badges + unlimited Comp Trade Show Badges.



Stand Builder

For all Information and other special exhibition requirements Branded booths, extra furniture, services, please contact the following directly: See their website for details or WA2025 Safari website.

Company name: Legends Promotions Ltd

Address: Plot 5034A Kasiwukira Rd, off Tankhill Rd Muyenga

Email: moses@legendsevents.co.ug, aggrey@legendsevents.co.ug

Telephone & WhatsApp: +256 705 779 087 / +256 773 212 320 / +256 703 802 598

Website: www.legendsevents.co.ug

Exhibitor support contact:

Moses Mukiibi +256 705 779 087

moses@legendsevents.co.ug

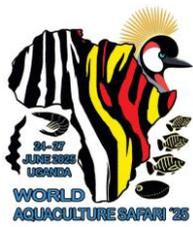
Chris Kitaka +256 703 802 598

chris@legendsevents.co.ug

Additional information – see also website

The exhibition booths will be handed over to the exhibitors the day before the event.

For exhibitors requiring branding services, the exhibitors will handle the design based on dimensions shared by Legends and Legends will handle printing and installation into the booths. M The deadline for sharing artwork is **Monday 16th June 2025**



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SHIPPING AGENT

You can ship directly to Entebbe, Uganda and use the services of WA25 Uganda shipping and logistics partner: Please contact DTS Global Logistics LTD. See more details on the DTS Global website or WA2025 Safari website.

Shipments can start arriving on May 1, 2025
Last day for shipments to arrive is June 14, 2025

Company Name: DTS Global Logistics LTD
Address: Mirage Complex, first floor, left wing, suite no: MC1-05B, Kampala, Port Bell Road, Kitintale, Uganda
Email: info@dts-globallogistics.com or sales@dts-globallogistics.com.
WhatsApp or Call: +256 700 204753 (Chief Operations Officer)
WhatsApp or Call: +256 750 067967 (Chief Commercial Officer)
Company Line: +256 772 296293
Website: www.dts-globallogistics.com

How to find our prices: Email the details of your cargo (Origin, size, weight, nature of the goods) to info@dts-globallogistics.com or WhatsApp on +256 700 204753.

Please indicate on the shipping label and details your booth number and company name.

Check with DTS Global to see what date Direct shipments must arrive before to ensure placement in booth by set-up day. Please carefully follow their instructions and always mention WA25 and booth number.

CATERING

It is the convention center policy that exhibitors can not bring in any food or drinks. All requests for food and drinks in the booth need to be ordered directly to the caterer. Contact below and mention your booth number.

Speke Food and beverages manager: Mr. Kaustaubh

Telephone: +256752711865 or email: fb@munyonyocommonwealth.com

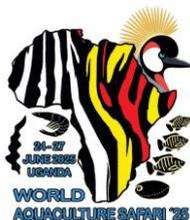
The catering company will have a station near the exhibition hall. They will serve tea/coffee and snacks/lunches.

It is NOT allowed for exhibitors to bring their coffee machine, cooler, fridges, etc. There are severe penalties on bringing drinks and food into the building.

FARM TOURS

WA25 Uganda is organising some farm/aquaculture tours where exhibitors can attend before or after the Conference. Please see link: <https://www.was.org/meeting/code/afraq25> and click travel.

You can send us the name of the tour and the names of the participants: africanchapter@was.org.



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SECURITY

WA25 UGANDA will maintain 24 -hour-a-day security staff at the Convention Center from the initial move-in period until 20:00 hrs move-out day. These guards will check to make sure that unauthorized persons are not wandering around the building.

Even with this protection, exhibitors are asked to take precautions in guarding their exhibits and personal belongings. Move-in and move-out hours are particularly sensitive times when thefts of small, easily carried items are more likely to occur (laptops, cell phones, instruments etc). We suggest that you plan your staff schedule so that your exhibit is not left unattended during these times. Inform conference management should you require lockable cages available for rent so that sensitive equipment can be locked up.

WA25 UGANDA CANNOT BE HELD LIABLE FOR LOST OR STOLEN ITEMS.

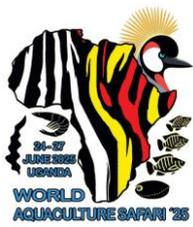
SPONSORSHIP OPPORTUNITIES

Your company can gain valuable exposure and good will as the sponsor of a show event. Sponsorship can be shared with another company. We can create a sponsorship deal that meets your interests and financial commitments. Please contact us: **Noah Cooksey:** Worldaqua11@was.org
Etienne Hinrichsen: Etienne_Hinrichsen@landell-mills.com

ADVERTISING

A limited amount of advertising space is now available for the WA25 UGANDA Show Directory. Directory ads are an effective way to increase your company's success on and off the show floor as buyers refer to this Directory all year. Show attendees refer to the directory constantly during the conference and an effective ad will increase your visibility tremendously!

The ads will be interspersed throughout the directory. Specifications for the ads are as follows: Ad sizes: black & white / Camera-ready, Size 188mm high x 134 mm wide -1000 USD



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Specifications: The program book ads will be printed in black & white. Please supply ad copy in electronic format (pdf). The position will be at the discretion of WA25 UGANDA. Deadline for Place ad order (insertion order) by May 1, 2025 & Camera-ready copy must be received.

Please contact Noah for more information:

ACCOMMODATION & AIRPORT TRANSFER

Speke Resort Munyonyo, Entebbe has accommodation available for those who book early. Contact the Resort/Hotel Directly.

Speke Resort Munyonyo, Entebbe, Uganda

- ➔ For reservations at the best rate at Speke Resort – site of the Conference – use this link.
- ➔ <https://spekeresort.com/aquaculture>
- ➔ Rates: US\$192 Single US\$204 Double

Speke Resort Airport Transfer and Return

Speke Resort has an airport pick up / drop-off service from Entebbe Airport to the Resort. This service is \$53.00 one way and can carry up to 3 persons. Service to return to the airport is the same price.

Airport transfers can be booked by email through reservations@spekeresort.com Send your name, contact info and your flight arrival or departure details.

OTHER HOTELS

There are several five star accommodation options within 5km radius from the Convention Centre. Bookings can be made directly or through your travel agent.

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Regina

Travel consultant

Plot 23 YUSUF LULE ROAD | P. O. Box 24757 |

Kampala, Uganda

www.travelog.co.ug

+256 782 532316

More on WA25 UGANDA Travel page: <https://www.was.org/meeting/code/AFRAQ25#lgx-travelinfo>

Book your accommodation early!!!

More on WA25 UGANDA webpage: <https://www.was.org/meeting/code/afraq25>. **Book your accommodation early!!!**

RULES AND REGULATIONS

- The organizer (WAS) has the right to handle in case of disturbing music, and other inappropriate situations outside the booths
- All activities must be contained within your booth area. Distribution of literature or other activities will not be allowed in the aisles and lobbies.
- Loudspeakers and “carnival” tactics will not be permitted.
- All exhibitors should read and be familiar with the Rules and Regulations on the back of the Exhibit contract.



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- There must be at least 3 meters of clearance at all exit doors.
- All cords at any doorways or across any aisles must be securely taped down and covered with carpet.
- You must have prior approval from decorator/construction company/convention center to bring in any vehicle or machinery into the exhibit area. The gas tank must be drained and purged and have the battery disconnected. A drop cloth must be under it.
- Any material such as draping or curtains brought into the exhibit area must have a certificate stating that it is an inherently fireproof material or has been fireproofed.
- Appropriate business attire should be worn during the show.

All exhibits must adhere to the “IAEM Guideline for Display Rules and Regulations”. Contact us for a copy of the “IAEM Guideline for Display Rules and Regulations” for more information on exhibition rules or [click here](#)

REQUIREMENT OF LIABILITY INSURANCE

Your company must have property damage, public liability and personal injury insurance as specified in the WA25 UGANDA Contract for Exhibit Space. Please call your insurance company and verify that your exhibit and personnel are safe.