

EXHIBITOR GUIDE



TRANSPORT
RESEARCH
ARENA
BUDAPEST
18-21/05/26

PRELIMINARY EXHIBITOR MANUAL.
THE FINAL MANUAL WILL BE AVAILABLE FOR DOWNLOAD VIA
THE ONLINE EXHIBITOR PLATFORM.

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1 USEFUL LINKS

**ONLINE
EXHIBITOR
INTERFACE**

**EVENT
WEBSITE**

**PUBLIC
INTEREST
CONTACTS**

**RULES AND
REGULATIONS
OF OPERATION**

**GENERAL
BUSINESS
TERMS AND
CONDITIONS**

**HALLS'
SPECIFICATIONS**

HELLOPAY

**VIRTUAL
VENUE TOUR**

CATERING

2 EVENT INFORMATION

TRANSPORT RESEARCH ARENA

18-21/05/26 BUDAPEST

Re-Generation in Transport

The Transport Research Arena (TRA) is Europe's largest and most prestigious conference on transport research and innovation, organized every two years by the European Commission and leading professional partners.

TRA brings together researchers, industry experts, policymakers, and civil society representatives to explore new solutions for the future of sustainable and smart mobility. It is where ideas meet action and where Europe's transport community comes together to shape tomorrow's systems and technologies.

The theme of the 2026 edition, Re-Generation in Transport, reflects a collective call for renewal in response to social, environmental, and technological challenges. It focuses on engaging the next generation of thinkers, innovators, and leaders to drive transformation toward cleaner, more efficient, and forward-looking transport systems.

A Legacy of Excellence

TRA has travelled across Europe since 2006, visiting cities such as Gothenburg, Ljubljana, Brussels, Athens, Paris, Warsaw, Vienna, Helsinki, Lisbon and Dublin. Each edition pushes the boundaries of transport research and fosters collaboration across modes and disciplines. Budapest will host the 11th edition of TRA, continuing this tradition while focusing on next-generation solutions and youth involvement.

Program Highlights

TRA 2026 will feature a dynamic and forward-looking program designed to spark ideas, showcase innovation, and inspire collaboration. Over four days, participants will engage in a rich mix of technical sessions, policy discussions, and interactive demonstrations, covering every mode and aspect of transport from advanced vehicle technologies and smart infrastructure to logistics, energy transition, and urban mobility.

The conference will also include a large-scale Exhibition area where research meets real-world application. Here, organizations and companies will present cutting-edge solutions and prototypes that bring the future of mobility to life. Live demonstrations and test zones will allow participants to experience the latest innovations first-hand.

A special highlight of the event will be the TRA VISIONS Awards, honoring both young and senior researchers whose pioneering work drives progress across Europe's transport ecosystem. The awards celebrate creativity, excellence, and collaboration.

www.traconference.eu

2.1 Location

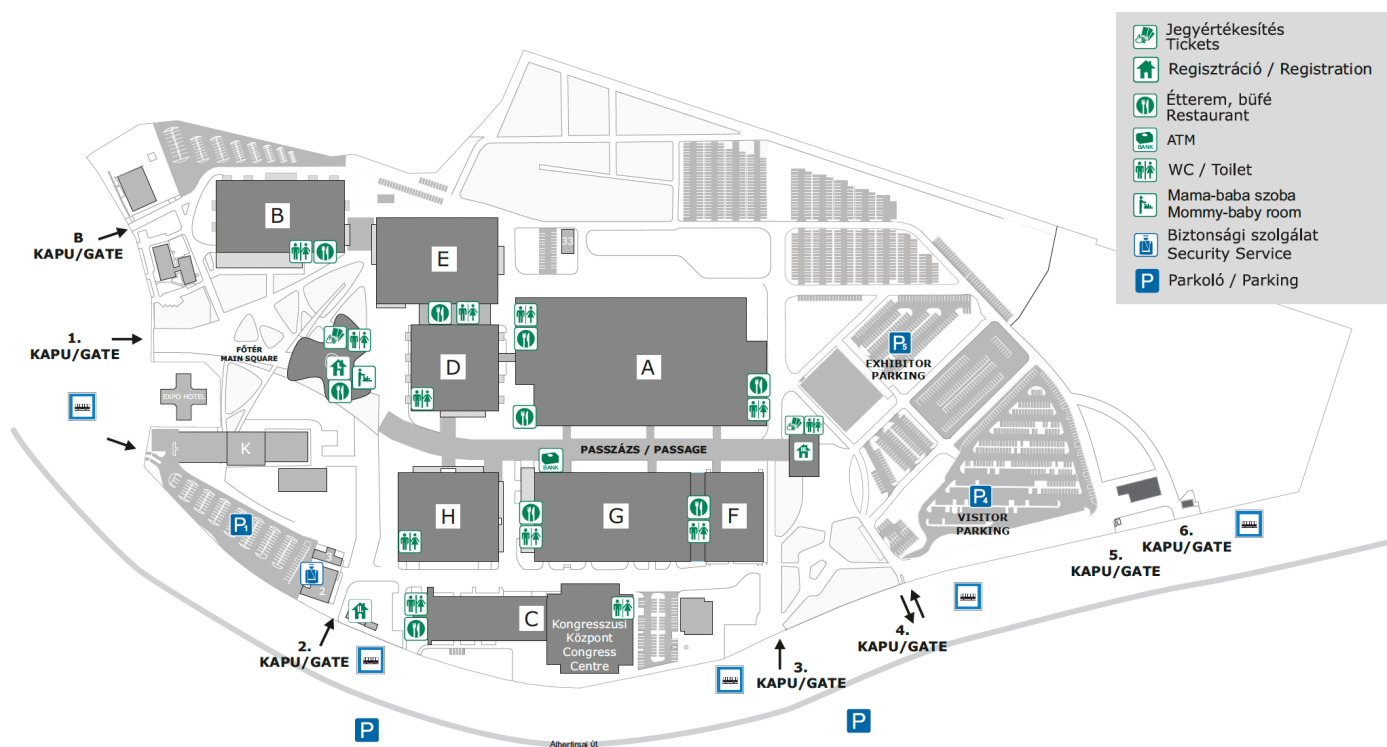
Venue of the event:

HUNEGXPO Budapest Congress and Exhibition Center

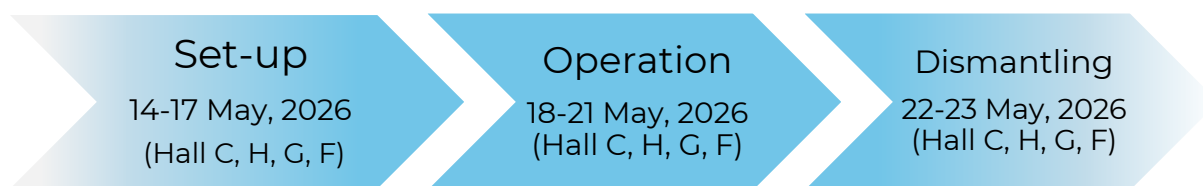
Address: 1101 Budapest, Albertirsai út 10.

Halls: Hall H, G, F – Exhibition

Hall C Congress Center – Conference



2.2 Timing



2.3 Contacts

Hungexpo Team

Exhibition

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Zsuzsanna Balog

Phone +36 30 071 4590

E-mail: balog.zsuzsanna@hungexpo.hu

TRA Team

Sponsorship & Booth sales

Gábor Pongrácz

Phone: +36 30 832 2358

E-mail : gabor.pongracz@traconference.eu

Side events

Réka Gyetvai

Phone: +36703801674

E-mail: reka.gyetvai@lounge.hu

Marketing

László Csánk

Phone: +36305607997

E-mail: tra2026office@traconference.eu

Press contact

Patrik Erdei

Phone: +36202757909

E-mail: patrik.erdei@lounge.hu

2.4 Rules and Regulations of Operation

By signing and returning the application form all exhibitors accept the Rules and Regulations of Operation. We ask that all exhibitors and contractors fully comply with its provisions in the future.

The document [can be downloaded](#) HERE.

3 EXHIBITOR ENTRY

3.1 Registration, downloading tickets

From the online system, you can download and print the Service Pass, as well as the Parking Pass for the operating period. During the set-up/dismantling period, vehicle entry and parking are free of charge.

3.2 Badge Collection

Badges can be collected after completing the TRA registration on the official TRA website.

We kindly ask our exhibitors to collect their badges for the operational period in advance at the designated locations.

Exhibitor staff badges can be collected upon presentation of the QR code.

Exhibitor badges can only be collected in person upon presentation of the QR code.

Advance Badge Collection points for Exhibitors:

1. **Hungexpo, Hall G**
May 14–17, 08:00–17:00
2. **Corinthia Hotel Budapest**
May 14–17, 08:00–17:00

Badge Collection during the operational period – in opening hours:

- Main Entrance Building, Reception Hall III
- Congress Center (CK) – for conference participants only

3.3 Conditions

The following requirements must be fulfilled to download the tickets and start construction:

- ✓ 100% payment for ordered services
- ✓ Obtaining permission for the stand construction plan documentation (except for stands built by HUNGEXPO)

If all the conditions are met, but you have problems downloading the tickets, please contact your organizer.

3.4 Online exhibitor interface

Functions of the Exhibitor **Online System**:

- Payment of the full rental fee
- uploading the documentation of the stand design
- [ordering services](#)
- downloading and purchasing service and parking passes
- download a transporting of goods permission
- download WiFi codes
- document library

The access codes required to use the system will be sent to you by e-mail.

You can access the user manual of the system at the following [link](#), as shown in this video:



3.5 [Service desk](#)

Hungexpo will be operating a service desk in Hall G during set-up and the operation of the event. Exhibitors may order additional services at the service desk and receive up to date information about the operative part of the event. Please kindly note that on site orders should be paid for upon ordering.

4 [DETAILED INFORMATION](#)

4.1 [Deadlines](#)

⚠ Deadline for ordering services:

- Discounted price: until 22 April 2026
- Base price (discounted price + 20%): from 23 April to 13 May 2026
- On-site price (basic price + 20%): during the construction period or operation period, with immediate payment by card on site

Payment deadline for ordered services: 8 May 2026

Final invoice payment deadline: the last day of operation (21 May 2026)

4.2 Opening hours

Hall G opening hours **for exhibitors:**

Period	Date	Date
Set-up	14-15 May 2026	08:00-18:00
	16 May 2026	08:00-20:00
	17 May 2026	08:00-22:00
Operation	18-20 May 2026	07:00-19:00
	21 May 2026	07:00-16:00
Dismantling	21 May 2026	16:00-22:00
	22-23 May 2026	08:00-18:00

⚠ Please leave the interior of the hall before the closing time to ensure that the closure can take place on time.

Opening hours for visitors:

date	duration
Monday-Wednesday, 18-20 May 2026	10:00-17:00
Thursday, 21 May 2026	10:00-16:00

Hall H Opening hours

date	duration
Monday-Thursday, 18-21 May 2026	08:00-18:00

CK Congress Center opening hours

date	duration
Monday, 18 May 2026	07:00-19:00
Tuesday, 19 May 2026	07:00-17:30
Wednesday, 20 May 2026	08:00-17:30
Thursday, 21 May 2026	08:00-17:00

4.3 Gates, access

Rules of entry to the HUNGEXPO **premises**:

Person (pedestrian) entry:

- during build-up and dismantling: Main Building
- during the operating period: Main Building, Entry Hall F3

Vehicle entry:

- during build-up and dismantling period: Gate II and Gate VI
- during the operating period: Gate II – open only during morning service hours and Gate VI
- Parking: Parking Area P5

Visitor entry:

- on foot: Gate I, Main Building, Gate III, Entry Hall F3
- CK Congress Centre: for conference participants only
- By car: Gate IV, Parking Area P4

Rules for entering the Halls:

Vehicles with a total weight of less than 3.5 tonnes **may only enter the halls** for the duration of unloading. When loading is completed, it is necessary to immediately leave the halls.

Parking on the traffic path inside the halls is strictly PROHIBITED, due to blocking the escape route and obstructing traffic in the halls.

- **Construction period**
 - On the **last day of construction**, it is FORBIDDEN to enter the hall by car.
- **Operating period**
 - It is FORBIDDEN to enter the hall with a vehicle!
- **Dismantling period:**
 - On the last day of operation, it is forbidden to enter the hall with a vehicle. Therefore, we recommend that you bring a handcart for the dismantling

5 STAND INFORMATION

5.1 Tickets, passes, parking passes

The number of service and parking passes for **Main Exhibitors** are proportional to the size of the stand area, which can be downloaded from the online system:

Area	Service Pass	Wifi code
6-20 m2	50 pcs	4 pcs
21-40 m2	50 pcs	6 pcs
41-70 m2	50 pcs	8 pcs
70-100 m2	50 pcs	10 pcs
101-150 m2	50 pcs	12 pcs
151-200 m2	50 pcs	14 pcs
over 2010 m2	50 pcs	20 pcs

Parking permit

For main exhibitors: under 50 m² – 1 permit, between 51–100 m² – 2 permits, above 101 m² – 3 permits.

5.2 Shell-scheme stand/Custom stand/Self-build stand

In the case of a shell-scheme stand order, the stand is built by HUNGEXPO.

In case of custom stand orders, the structure is provided by HUNGEXPO based on a pre-approved price offer.

The stands built by HUNGEXPO are exempt from the stand documentation approval.

If you need more information, please contact your organizer using the [contact details above](#).

In the case of space only stands, HUNGEXPO provides the empty space of the ordered size as well as other services ordered in the web shop (e.g. electrical connection, furniture, etc.). In the case of these stands, it is mandatory to obtain prior approval of the stand construction plans.

Detailed information: [Chapter II, Section 2.4 of the RULES and REGULATIONS](#).

5.3 Approval of construction plans

The condition for the construction of space only stands (including stands without structure) is the prior approval of the construction plans of the stands. HUNGEXPO checks and approves the plans of the structures from a fire and occupational safety and technical point of view.

The stand plans must be sent to the Hungexpo team via email.

⚠ Deadline of submitting the plans: 28 April 2026

Documents to be sent:

- ✓ Furnished, scaled floor plans and cross-sections (indicating electricity and water supply points)
- ✓ Rigging plans

- ✓ Designer's statement
- ✓ Technical description
- ✓ Fire and occupational safety description

In the case of a two-storey stand and a stand higher than 2.5 meters, it is necessary:

- to inform the neighbouring booths
- a side wall higher than 2.5 m towards the neighbour can only have a white, solid, homogeneous surface; at the request of the neighbour, a company creative can be placed, at their own expense

Suspension:

- subject to prior authorisation
- can only be placed on the space grid above the installation
- the rigging can only be done by HUNGEXPO
- installation without a permit may be removed by HUNGEXPO at the expense of the exhibitor

Detailed information: [Chapter II, Section 4 of the RULES and REGULATIONS](#).

⚠ Deadline of submitting fascia inscriptions: 4 May 2026

- Please note that shell scheme installations include fascia inscriptions on all open sides
- Please submit the inscription via the following email address: tra2026@hungexpo.hu until the above-mentioned deadline

5.4 Unplugging the Stand

The installation of the electrical connection is a service exclusively provided by HUNGEXPO Ltd.

During the event period, the exhibitor is obliged to ensure that the stand lights are switched off and the electrical equipment and machines on the stand are disconnected before leaving. In case of failure to do so, for safety reasons, HUNGEXPO Ltd. will completely disconnect the electrical systems in the public utility tunnel, so the sections providing the night-time power supply will also be disconnected.

As a result, the exhibitor who fails to switch off is liable for any damage caused to the exhibitor's own stand and to the stands of neighbouring exhibitors connected to the same section. For devices that require a night-time power supply (e.g. refrigerator), a separate circuit must be built in front of the main switch.

5.5 Rules of construction

The processing of raw materials (cutting, grinding, varnishing, etc.) is prohibited in the halls, as well as the use of woodworking machines, welding equipment, any kind of open flame or combustion engine machinery (e.g. compressors).

Detailed information: [Chapter II, Section 4 of the RULES and REGULATIONS](#).

6 OTHER INFORMATION

6.1 Freight forwarding, logistics

Only material handling equipment operated by Schenker International Forwarding and Logistics Ltd. may carry out loading activities on the territory of HUNGEXPO Ltd. (Exceptions

to this are the vehicles with rear lifting walls and truck with hydraulic crane owned by the exhibitor for their own goods.)

Exhibits, construction and other materials of foreign origin, imported in customs pre-registration or in any other way, must be received with a written forecast and order, at least 6 working days before unloading on the territory of HUNGEXPO.

Logistics Services [Online Request for Quotation](#) can be submitted by clicking on the icon below:



Contact the staff of Schenker Kft.:

Schenker Ltd.

schenker.expohungary@dbschenker.com

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Földes Andrea

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andrea.foldes@dbschenker.com

6.2 [Catering, tasting](#)

HUNGEXPO Ltd. has an exclusive agreement for CATERING (stand and party service, catering) services. We do not allow external catering service providers to enter the area. You can request a quote via [the catering@hungexpo.hu](mailto:the.catering@hungexpo.hu) email address.

If the exhibitor does not wish to use the catering services provided by HUNGEXPO but provides food or beverages for its guests within the area of the stand (without the involvement of a subcontractor), it shall notify HUNGEXPO in writing, which HUNGEXPO shall submit to the competent authority. The form to be filled is available by the catering@hungexpo.hu email address.

Further rules of tasting are regulated by [Chapter I, Section 2.1 of the RULES and REGULATIONS](#).

6.3 [HelloPay](#)

A cashless payment system is operating **on the premises of HUNGEXPO** for the following services:

- Hospitality
- Parking

More information about the HelloPay system is [available HERE](#).

6.4 [Stand cleaning](#)

A clean and well-organized stand contributes significantly to a successful exhibition presence. Choose our stand cleaning services so you can focus on your visitors without distraction during the event. We provide cleaning tailored to your needs from build-up through operation to dismantling.

Our services:

- **Stand deep cleaning:** one-time service on the last build-up day, including vacuuming/mopping, wiping furniture, and removal of general waste.
- **Foil removal:** one-time service on the last build-up day, including removal and disposal of protective foil.
- **Daily BASIC cleaning:** once per operating day before visitor opening, including floor cleaning (vacuuming or mopping) and emptying of general waste bins.
- **Daily STANDARD cleaning:** once per operating day before visitor opening, including floor cleaning (vacuuming or mopping), furniture cleaning, and emptying of general waste bins.

Different packages can be ordered in the online exhibitor system!

6.5 [Liability insurance and property protection](#)

Property protection:

The night guarding of the halls is provided by HUNGEXPO, but no one (not even their own guard) is allowed inside after closing. During the opening hours of the hall, the exhibitor is responsible for the safekeeping of his exhibits. If the exhibitor wishes, they can order security services to the stand during operation hours. We ask all exhibitors to ensure the removal of all movable objects on their stand before starting the dismantling works.

Any damage must be reported immediately to the on-site security staff. The halls do not provide security for valuables. The halls are protected by a camera system, but no footage of the stands can be released.

Detailed information: [Chapter I, Sections 3.4 and 3.5 of the RULES and REGULATIONS.](#)

6.6 [Noise protection](#)

If you plan to have a program with amplification at the stand during opening hours, please send the program plan agreed with the neighbouring exhibitors to the organizers. The speakers should be directed towards the inside of the stand. If the sound pressure reaches or exceeds 80 dBA at the stand boundary and 75 dBA in the meeting rooms, HUNGEXPO Ltd. is entitled to terminate the energy supply.

Noise protection rules apply not only in stalls and halls, but also in open areas, so we ask that the rules be followed in all areas.

Detailed information: [Chapter I, Section 3.9 of the RULES and REGULATIONS.](#)

6.7 [Smoking](#)

Smoking, open flames and the use of devices imitating smoking are prohibited in the halls and on the construction site. Smoking is only allowed in designated areas.

Detailed information: [Chapter IV., Section 9 of the RULES and REGULATIONS.](#)

6.8 [Wifi](#)

With the help of the free WIFI access that comes with the stand, you **can use the service on one device at a time**. The WIFI service available in this way only allows you to browse the web and download e-mails, **with limited network speeds**.

Please note that this access is not technically suitable for accessing higher-level services (e.g. VPN, FTP, video streaming), file sharing and downloading services. Therefore, we recommend ordering a minimum 10/10 Mbit/s wired internet connection for these.

Detailed information: [RULES AND REGULATIONS Chapter I., section 2.4.](#)