

## Rules & Guidelines for using the VIP Pick-up & Drop-off Area at MWC Barcelona 2025

Please read this document carefully and ensure your staff is aware of the information detailed herein.

Fill in your contact information below and sign on the last page to acknowledge you have agreed to follow these rules and guidelines.

Make sure all your drivers follow the rules and guidelines to ensure smooth traffic conditions around the MWC venue (Fira Gran Via) and within the VIP Pick-up & Drop-off Area and Car Park E.

We appreciate your -co-operation.

Thank you.

**Company / Exhibitor:** \_\_\_\_\_

**Company / Exhibitor Contact person:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Car company:** \_\_\_\_\_

PLEASE COMPLETE THIS DOCUMENT AND EMAIL IT TO [limo@bnetwork.com](mailto:limo@bnetwork.com)

## Rules & Guidelines

Please follow the rules and guidelines below carefully.

### 1. Obtaining your Official VIP Car Sticker

- Request your stickers through the Forms & Deadlines Section of the Online Event Manual.
- Stickers must be collected only during the weekend prior to MWC 2025:
  - Date: Saturday 1<sup>st</sup> & Sunday 2<sup>nd</sup> March 2025
  - Pick up time: 10:00 – 14:00
  - Location: MWC Venue (Fira Gran Via – Car Park E at c/ Botànica)
- The access to Car Park E is located in the middle of MWC venue; in front of Hall 6 and indicated by a yellow totem.
- If driving please enter Car Park E via the ramp. For pedestrians, staircases are also available.
- Once the event begins, no additional stickers can be requested and stickers will not be distributed.
- The sticker must be clearly displayed on the bottom right hand corner of the windscreen. It is important to adhere to this position to facilitate scanning of the sticker.
- Each sticker is assigned to a specific car / plate number and is non-transferable.

### 2. Accessing the VIP Pick-up & Drop-off Area

- The area is strictly reserved for limousines, cars and minivans up to 9 seats maximum.
- Larger vehicles must use the Private Bus area on c/ Salvador Espriu.
- The **only** way to access the VIP Pick-up & Drop-off Area is through Car Park E, located in front of Hall 6 on c/ Botànica. No access from the c/ Metalúrgica roundabout will be allowed.
- Operating Hours of the VIP Pick-Up & Drop-Off Area:
  - Monday 3 to Wednesday 5 March: 07:00 – 20:00
  - Thursday 6 March: 07:00 – 17:00
- Drivers do not need to have an event badge to enter the VIP Pick-up & Drop-off Area but they will be asked for a photo ID when entering the area

### 3. Important Information About the VIP Pick-up & Drop-off Area

- Car Park E offers direct access to the MWC VIP Pick-Up & Drop-Off Area as well as a short-term waiting area.
- Car Park E is **not a permanent** car park area.
- Upon accessing Car Park E, the VIP sticker will be scanned.
- When exiting the Car Park E, the VIP Car Sticker will be scanned again to monitor the time each vehicle has spent in the area.
- Dedicated staff will manage this area. Their goal is to welcome, help and ensure a smooth operation. Please make sure that their work is understood and respected.
- Please ensure you follow the directions of Car Park E personnel at all times.

### 4. Rules to Follow During your Stay in Car Park E

- It is **very important to maintain decorum and adhere to the rules:**
  - Drivers must stay inside the car at all times
  - Never leave your car unattended
  - Respect the cleanliness of the area
  - Comply with speed limit established inside the Car Park E.
  - To follow the directions given by the staff managing the area
- **If any of these rules are not followed, the staff has the right to withdraw your sticker which will result in loss of access to the VIP Pick-up & Drop-Off Area.**

### 5. VIP Pick-up & Drop-off Process

- All drivers should drop-off and pick-up their passengers only at the parking slot allocated.
- Once the drop-off is complete, the driver will need to leave the area and do not return until they have received a call from their party indicating that they are ready to depart.
- To speed up the loading process attendees waiting for a pick-up should remain inside the building and only go to their vehicle after the driver has parked in the designated VIP Pick-up & Drop-off Area.



- This area is designated for **quick** pick-up and drop-off only. Please limit your stay to 4 minutes to accommodate others.
- Drivers must remain in their cars at all times.

**6. Outside the VIP Pick-up & Drop-Off Area**

- It is prohibited to stop, drop-off, wait or pick-up any person next to the halls or in any other area next to the MWC venue other than the VIP Pick-Up & Drop-Off Area accessible via Car Park E.
- Due to security and traffic restrictions, local police will not allow any parking or cars waiting in streets around the MWC venue. VIP cars must wait inside Car Park E (short stay) or at another location away from the venue.
- Drivers must follow all instructions from the traffic police. Traffic conditions are complicated due to the high volume of vehicles around the MWC venue. Please make sure you are as cooperative as possible.
- Do not wait at the taxi ranks.
- And please watch out for pedestrians.

**7. Within Barcelona City**

- VIP cars cannot use the taxi or public bus lanes in Barcelona.
- It is also prohibited to stop, drop-off, wait or pick-up any person at the taxi ranks in Barcelona.

I agree with the rules and guidelines included in this document and I will make sure that all the drivers hired through my organization are familiar with this information and agree to follow the rules and guidelines.

GSMA reserves the right to withdraw the VIP Car Sticker of a driver if he/she does not comply with the rules & guidelines established within this document.

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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