

# WELCOME

Congratulations, we're delighted that you'll be joining us for the third edition of Do Not Disturb! We're looking forward to redefining private travel with you and sharing this unique marketplace together at the exquisite Borgo Egnazia.

To assist you, we've prepared this guide with all the information you'll need to meet us in Puglia this month!

If you have any questions, please feel free to reach out to us directly.



HEADLINE PARTNER



## KEY DATES

Before 15 Sep	Book your flights and apply for your visa (if required)
Before 18 Sep	Create your profile
28 Sep - 11 Oct	Select your appointment preferences
17 Oct	Download your appointment diary
13 Nov	Arrive in Puglia
17 Nov	Depart Puglia

# AGENDA

- 13 November** From 14:00 - DND Badge Collection
- Monday** From 16:00 - Hotel Check-in  
18:00 - Welcome Drinks & Opening Dinner
- 14 November** From 06:30 - Coffee
- Tuesday** From 07:00 - Morning Activities: yoga, cycle, hike/walk, padel  
From 07:00 - Breakfast  
08:15 - Sunrise Discussion by Aldo Melpignano | Borgo Egnazia  
09:20 - Appointments  
10:20 - Coffee Break  
10:40 - Appointments  
11:30 - Lunch Excursion  
15:30 - Appointments  
16:30 - Coffee Break  
16:50 - Appointments  
19:00 - Dinner
- 15 November** From 06:30 - Coffee
- Wednesday** From 07:00 - Morning Activities: yoga, cycle, hike/walk, padel  
From 07:00 - Breakfast  
08:15 - Sunrise Discussion by Melony van der Merwe | WEEVA  
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11:30 - Lunch Excursion  
15:30 - Appointments  
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19:30 - Dinner
- 16 November** From 06:30 - Coffee
- Thursday** From 07:00 - Breakfast  
From 07:00 - Morning Activities: yoga, cycle, hike/walk, padel  
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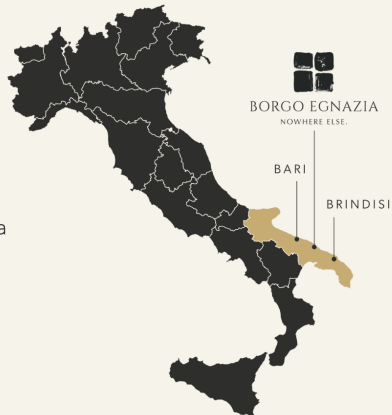
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Situated far down in the heel of Italy in picturesque Puglia, a region known for its rustic villages, secluded beaches and fabulous cuisine, is the award-winning, architectural masterpiece of Borgo Egnazia.



**FULL ADDRESS**

Borgo Egnazia  
Strada Comunale Egnazia  
Savelletri di Fasano  
Puglia, Italy 72015

HEADLINE PARTNER



TRAVEL

AIRPORTS

Bari (tel. 080.5835204) 55km distance, about 45 min by car.  
Brindisi (tel. 0831.411711) 50km distance, about 30 min by car.

## BY TRAIN

The nearest railway station is at Fasano, about 5km away from Borgo Egnazia on the route Lecce-Bari-Roma-Bologna.

## BY CAR

From the motorway SS16 Bari-Brindisi take the exit Savelleri/ Stazione di Fasano. After 2km, follow the yellow signs pointing to Borgo Egnazia and San Domenico Golf.

Borgo Egnazia offer transfers to and from Bari and Brindisi airports, below are the options available:

- Transfer from/to Bari airport by E class, Mercedes car (maximum 2 medium luggage): € 160,00 each way
- Transfer from/to Bari airport by Viano, Mercedes minivan: € 170,00 each way
- Transfer from/to Bari airport by S class, Mercedes car (maximum 2 medium luggage): € 250,00 each way
- Transfer from/to Brindisi airport by E class, Mercedes car (maximum 2 medium luggage): € 160,00 each way
- Transfer from/to Brindisi airport by Viano, Mercedes minivan: € 170,00 each way
- Transfer from/to Brindisi airport by S class, Mercedes car (maximum 2 medium luggage): € 250,00 each way

*A 20% surcharge will be applied to all rates if the services are carried out between 10:00 pm. and 07:00 am.*

Cancellation without penalty is possible up to 3 hours before the scheduled time of departure of the transfer.

Please advise the Transportation Office if you would like to share a transfer by the 3rd of November. If there are other delegates arriving / departing at a similar time, they will assign you to a group transfer at a reduced rate that you will need to settle directly with the hotel.

To arrange your transfer, please email the Transportation Office on [transportation@borgoegnazia.com](mailto:transportation@borgoegnazia.com)  
**(Make sure to reference Do Not Disturb and the dates in your email).**

## VISA

Participants are responsible for all their own travel arrangements, including securing any visas necessary to enter Italy.

If you require a visa letter, please contact [xavier@thisisbeyond.com](mailto:xavier@thisisbeyond.com) before 15 September 2023.

IMPORTANT: Neither Do Not Disturb nor its agents shall be required to assist the participant to obtain any documents necessary for entry into Italy, including visa and visa letters. It is the sole responsibility of the participant to check if they can be granted a visa by the relevant authorities; to check that they allow sufficient lead-time to receive the visa; and to check that their passport has sufficient validity time and enough stamp-free pages to receive the visa.

## TRAVEL INSURANCE

We recommend that you obtain comprehensive travel and medical insurance before travelling. You should check any exclusion and that your policy covers you for all the activities you want to undertake in Italy.

# ACCOMMODATION

Your participation fee includes four nights' accommodation from Monday 13 November (check in from 16h00) until Friday 17 November (check out at 11h00).

All participants will be staying in shared "Cassetas" or hotel rooms at Borgo Egnazia or at Masseria San Domenico (LHW) – which is a 10 minute drive or 18 minute bicycle ride from Borgo Egnazia.

Please notify us of any **dietary requirements** as soon as possible, email [xavier@thisisbeyond.com](mailto:xavier@thisisbeyond.com)

## EXTENDING YOUR STAY

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If you'd like to arrive before the official start date of DND (13 November) or stay a few days after the event ends (17 November), please reach out to Xavier on [xavier@thisisbeyond.com](mailto:xavier@thisisbeyond.com)

Please note: Borgo Egnazia has another exclusive event on until midday on 12 November 2023. If you'd like to arrive early for Do Not Disturb, the earliest Borgo Egnazia can accommodate you is 2pm on Sunday 12 November 2023.



# EXHIBITING GUIDES

## GENERAL GUIDELINES

You've been selected to exhibit at Do Not Disturb because you are a leader in private travel. Follow these guidelines and make sure your show experience is seamless.

- Keep your stand neat and tidy at all times
- Avoid eating at your stand where possible, as this does not look appealing to visitors
- Do not leave your stand unattended, as this might lead you to miss appointments
- Please arrive at your stand on time
- Make sure you wear your exhibitor badge and security bracelet at all times to allow for easy access to the venue
- Please be courteous to Buyers and other Exhibitors participating in the show at all times, as your attitude will reflect on the perception of your company

PLEASE NOTE: All efforts to advertise, demonstrate and operate an exhibition must be conducted so as not to infringe on the rights of other exhibitors. No exhibit will be permitted to interfere with the use of other exhibits or impede access to them or the free use of the aisles. Do Not Disturb management and Borgo Egnazia reserves the right to limit and/or restrict operations, which, for any reason, might be considered objectionable, without any liability for refund and/or damage.

## PUBLIC LIABILITY INSURANCE

### ASSUMPTION OF RISK FOR EXHIBITORS AND COMPULSORY THIRD PARTY/PUBLIC LIABILITY INSURANCE

It should be understood by the Exhibitor that the nature of the facilities available, presence and circulation of large numbers of



people, difficulty of effective supervision over the protection of large numbers of removable articles in stands and various other factors make it reasonable that each Exhibitor shall assume the risk of any injury, loss and/or damage to themselves or a third party. It is a requirement for Do Not Disturb exhibitors and sub-exhibitors to have a public liability insurance cover for a minimum of Euro 10 million valid in Italy for the duration of the show.

Unless you have asked us otherwise, Do Not Disturb has automatically added a Public Liability administration fee of GBP 199 to your invoice in order to ensure that you are added to the insurance policy of the show and therefore correctly covered.

This Public Liability Insurance will cover you if you or your business operation accidentally injures someone. It will also cover you if you damage third party property while at the venue during the course of the event.

If you have any questions regarding the Public Liability Insurance please contact [donotdisturb@thisisbeyond.com](mailto:donotdisturb@thisisbeyond.com)

## RESPONSIBILITY OF CONTRACTED EXHIBITORS TOWARDS THE PROMOTION OF TRAVEL PRODUCTS

The Exhibitor shall notify Do Not Disturb of the name and contact details of each stand sharer or product intended to be displayed or promoted at the show no later than 120 days prior to the start of the exhibition, to ensure that they conform to Do Not Disturb's theme and show profile. Do Not Disturb is entitled to cancel the Contract if it considers, at its sole discretion, that the products or services promoted or showcased by the Exhibitor or any person sharing a stand do not fit the profile of the Exhibition and/or venue guidelines.

Do Not Disturb will always communicate with the contracted Exhibitor directly. It is the responsibility of the contracted Exhibitor to propagate all information received, and to make sure that all delegates present at the show respect deadlines and the terms and conditions of the contract.

The Exhibitor shall be deemed to act as agent in respect of each stand sharer, who shall be bound by these terms accordingly. In the event that any stand sharer fails to comply with these terms or otherwise defaults in its obligations to This is Beyond, the Exhibitor shall be liable for all losses, liabilities and costs incurred by Do Not Disturb arising from such non-compliance or default.

In order to ensure a productive and safe exhibiting environment please make sure you follow these simple guidelines. If you have any questions, please don't hesitate to get in touch.



## 6. Travel OLD

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# AT THE SHOW

## WHAT TO WEAR

Italy in November can be cool with a little rain, although often sunny days, evenings can be cooler dropping as low as 5°C this autumnal season.

All participants are encouraged to dress in Business Casual. There will be off-site lunch excursions where you will need comfortable shoes, sunglasses and maybe a hat (In true This is Beyond style these will remain a surprise).

There will also be daily Morning Activities including Yoga, Cycle, Hike and Padel, so please bring active wear if you plan to participate in these.

It wouldn't be a This is Beyond event without at least one glamorous evening, so be sure to pack an outfit for our **Secret Garden Closing Party**. We can't wait to see you all looking 'Blooming Marvellous'. Take a look at this [Pinterest Board](#) for some delightful inspiration!

## WIFI

WiFi will be provided free of charge throughout the venue.

## SMOKING

No smoking is permitted inside at Borgo Egnazia. Please exit the building to smoke.

## SHIPPING

If you wish to ship smaller items (such as brochures) to Borgo Egnazia for the show, please courier them by 3 November 2023 and clearly labelled as follows:

Do Not Disturb [Stand Number]  
Borgo Egnazia  
Strada Comunale Egnazia  
Savelletri di Fasano  
Puglia, Italy 72015

Please also ensure that you have taken care of all transport charges with your shipping as Borgo Egnazia will not be

Please also ensure that you have taken care of all taxes and clearance charges with your shipper, as Borgo Egnazia will not be able to accept your package otherwise.

## PLEASE NOTE

- No externally produced graphics
- No pop-ups or posters allowed
- No additional decorations or furniture
- Exhibitors may not hand out pamphlets, leaflets or any other articles from any area other than from their stand – this includes freestanding signage
- Exhibitors must obtain approval from Do Not Disturb to host cocktail parties/ functions during or outside the exhibition hours, as these may conflict with the official programme
- Do Not Disturb reserves the right to restrict the number of or cancel presentations or demonstrations causing obstructions within aisles, and/or are a nuisance to neighbouring stands
- Any damage caused as a result of negligence on the Exhibitor's stand or floor space area will be invoiced to the Exhibitor concerned
- All valuable documents and personal items should be left in the safe of your hotel room from check-in. It is your responsibility to make sure that your valuables are safe at all times for the duration of your stay. Do Not Disturb accepts no responsibility for loss or damage to personal belongings



## MEET THE TEAM



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CEO & Founder



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Director & Co-founder  
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EVENT ORGANISER

**This is  
Beyond.**

HEADLINE PARTNER

**PUGLIA**  
by

OFFICIAL PARTNER



EVENT VENUE

**BORGO  
EGNAZIA**

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Beyond.**

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London  
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