COP31 · ANTALYA EXPO · 9–20 NOVEMBER 2026

Venue Delivery Guide

Alan Teslimat Kılavuzu

Delivery rules for all suppliers and vehicles bringing cargo to the Blue Zone and Green Zone during the event

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01 · INTRODUCTION

What does this guide cover?

COP31 will be held on 9–20 November 2026 at the Antalya EXPO site in two main zones: the **Blue Zone (BZ)** and the **Green Zone (GZ)**. This guide sets out the rules, entry points, time windows and responsibilities that apply to every vehicle bringing cargo to the venue during the event.

Who is it for?

Catering and restaurant operators, technical teams, pavilion and stand suppliers, and every company bringing materials to the venue.

Which period?

7–20 November 2026. Every cargo vehicle entering the venue is X-rayed and arrives with an approved MDS booking.

Who manages it?

MDS bookings and on-site delivery traffic are managed by OMSAN Logistics, COP31 Official Logistics Operator, with the Police and security units.

Rules may be updated in line with instructions from security units. The current version is published at www.omsan.com/cop31 and www.cop31.tr.

Abbreviations and terms

Term	Description
BZ	Blue Zone – area managed by the UN
GZ	Green Zone
MDS	Master Delivery Schedule – online booking system
Slot	20-minute time window assigned to one vehicle in MDS
VAP	Vehicle Access Permit (vapp.cop31.tr)
Accreditation	Approval of drivers and assistants via the VAP system
K3	Junction 3 – entry/exit point for delivery vehicles

Term	Description
Logistics Point	OMSAN coordination point (K3 / X-ray area)
X-ray area	Police screening point for vehicles and drivers (VSA)
Clean Area	Secure area where screened vehicles wait for escort
Transfer hub	BZ / GZ logistics area where trucks are unloaded
Micro-distribution	Moving goods from the transfer hub to the final point
SLP	Secure Load Pass
Lockdown	Period when the venue is placed under security control

Key dates

6 November	**Lockdown:** venue placed under security control
7 November	**X-ray screening and MDS booking become mandatory** · no daytime deliveries
7 Nov, evening →	First deliveries on **the night of 7 Nov** · night-only, build-up included (with MDS slot)
9 November	Opening · deliveries every night **22:00–06:00** (X-ray slots 18:00–04:00)
10–12 November	D400 closed to heavy vehicles · follow Governorship announcements for changes
11–12 November	**Leaders' Summit** · night deliveries to BZ and GZ continue · by day, essential emergencies only
15 November	**BZ open for deliveries, day included** · 14 Nov 22:00 → 16 Nov 06:00 · **MDS slots to be confirmed**
20–22 November	**Official closing 20 Nov** · night deliveries 20–21 · dismantled stands removed at night until 22 Nov (not final)

02 · DELIVERY HOURS

X-ray slots 18:00–04:00 · exit by 06:00

18:00

First X-ray slot

The vehicle arrives at the Logistics Point and is X-rayed, then waits in the Clean Area.

22:00

Venue entry begins

Under police escort to the BZ / GZ transfer hubs, per the on-site transport plan.

04:00

Last slot

Last X-ray slot; venue entry by 05:00 at the latest.

06:00

Venue cleared

All delivery vehicles must have left the venue.

20 min per slot

3 slots per hour

1 vehicle per slot

30 slots per night

From the evening of 7 November, deliveries are night-only; no cargo vehicles are admitted by day (06:00–18:00). The only exception is 15 November (14 Nov 22:00 – 16 Nov 06:00 non-stop). Daytime emergency deliveries happen only when essential, with UN Security approval via OMSAN.

Before you set off: 5 prerequisites

1
Accreditation and VAP

Vehicle, driver and any assistant approved in the VAP system.

2
MDS registration

Company registered in MDS via the Vendor Information Form.

3
Plate approval

Licence plate entered in MDS; VAP record verified and approved.

4
Approved slot

Vehicle travels to match its approved slot; confirmation printed in 3 copies.

5
Papers & cargo

ID, registration and delivery note on board; cargo palletised.

⚠ Vehicles missing any of these five are turned away from the Logistics Park.

02 · OVERALL FLOW

8 steps for an arriving vehicle

1 · Origin
Supplier warehouse or OMSAN warehouse (Netlog, Kepez).

2 · Route
Via the designated route to the Logistics Park.

3 · Logistics Point
VAP and slot check, documents; queue number.

4 · X-ray
Vehicle scan, driver check, security sticker.

5 · Clean Area
Screened vehicle waits for entry instruction.

6 · Police escort
To the BZ / GZ logistics gate; UN takes over in BZ.

7 · Unloading
At the transfer point; reefers go direct.

8 · Exit
Once unloaded, the vehicle leaves the venue at once.

In parallel: unloaded cargo reaches its final point (restaurant, stand, office) via micro-distribution.

What is MDS, and who does what?

MDS is the online booking system that assigns every delivery vehicle to a 20-minute slot.

Supplier

Submits the Vendor Information Form. Once set up, enters the plates of vehicles coming to the venue, selects slots and assigns a vehicle to each slot.

OMSAN (administrator)

Registers companies; reviews plates and slot requests, approves or rejects them and sets the on-site order.

Security check

Checks VAP and slot before the venue; vehicles in order enter with their papers and wait their turn.

Plates must be in the VAP system

Turkish / English UI

2-step verification

User guide sent on sign-up

Login: mds.thelegacy.events

UN NOTIFICATION

The OMSAN / Gruptrans team pulls the approved slot list from MDS, checks plates against VAP records and sends it to the UN Security Control Center before 18:00 every day. Bookings without a VAP are cancelled; vehicles not on the list are not admitted to BZ.

Step 1: Company registration

1 **Fill in the form**
COP31 MDS Vendor Information Form (Excel, TR/EN); all fields are mandatory.

2 **Send it to OMSAN**
Email the form to COP31_DELIVERY@omsan.com.

3 **Invitation email**
You will receive an email to set your password; check your spam folder too.

4 **First login**
Sign in with email and password; verify with an Authenticator app.

MDS LOGIN
mds.thelegacy.events

TIMING
The form can also be submitted during the event.

Company name (legal)	Contact person	Position	Email	Phone	Company category	Delivery zone	Notes
					From list	BZ / GZ / both	

⬇ Vendor Information Form – Turkish (Excel)

⬇ Vendor Information Form – English (Excel)

Step 2: Set up vehicles and drivers

Vehicle details

- Make and model
- Colour
- Licence plate
- Vehicle registration number

MDS asks whether the vehicle has a VAP; OMSAN checks plates against VAP records and cancels bookings without one.

Driver details

- Full name
- Licence class and number
- Turkish ID / passport number
- Phone number
- Accreditation status

Only accredited drivers should be added.

Vehicles and drivers are set up once and then selected from the list for every later booking. Companies can update plate or driver changes from their own profile.

Step 3: Slot booking

Field	What to enter
Date and slot	Chosen from open slots (20 min)
Vehicle and driver	Chosen from your saved list
Zone	BZ / GZ and drop-off point (e.g. BZ-3)
Unloading support	State if forklift / porters are needed
Cargo type	Food, equipment etc.; state if fuel
Cargo dimensions	If known (optional)
Recipient	Company, contact person and phone
Notes	Vehicle type (reefer?), assistant

SLOT HOURS

Slots run every night from 18:00 to 04:00. 04:00 is the last slot; a vehicle in that slot leaves the venue by 06:00 at the latest.

Booking statuses

Submitted (awaiting OMSAN approval) → **Approved** (vehicle arrives in its slot) or **Rejected** (request a new slot)

Rules

- **Slots must be booked at least 24 hours in advance.**
- Tick “Milk Run” on every booking.
- Slot times can’t be changed; delete and rebook.
- Vehicle and driver can be changed before approval.
- One slot per delivery; no “backup” slots.
- Some slots are reserved for OMSAN’s planned resupply.
- **Vehicles should arrive one hour before their slot.**

Step 4: Confirmation, 3 copies

Once approved, the request status changes to “Approved” and the system sends an email. Download the approved booking PDF from MDS and print **3 copies**; the driver travels with all three.

1. **Driver copy** – stays in the vehicle throughout the delivery
2. **Delivery copy** – used for goods handover on site
3. **Screening copy** – handed in at X-ray / Logistics Point

The document is stamped at each checkpoint.

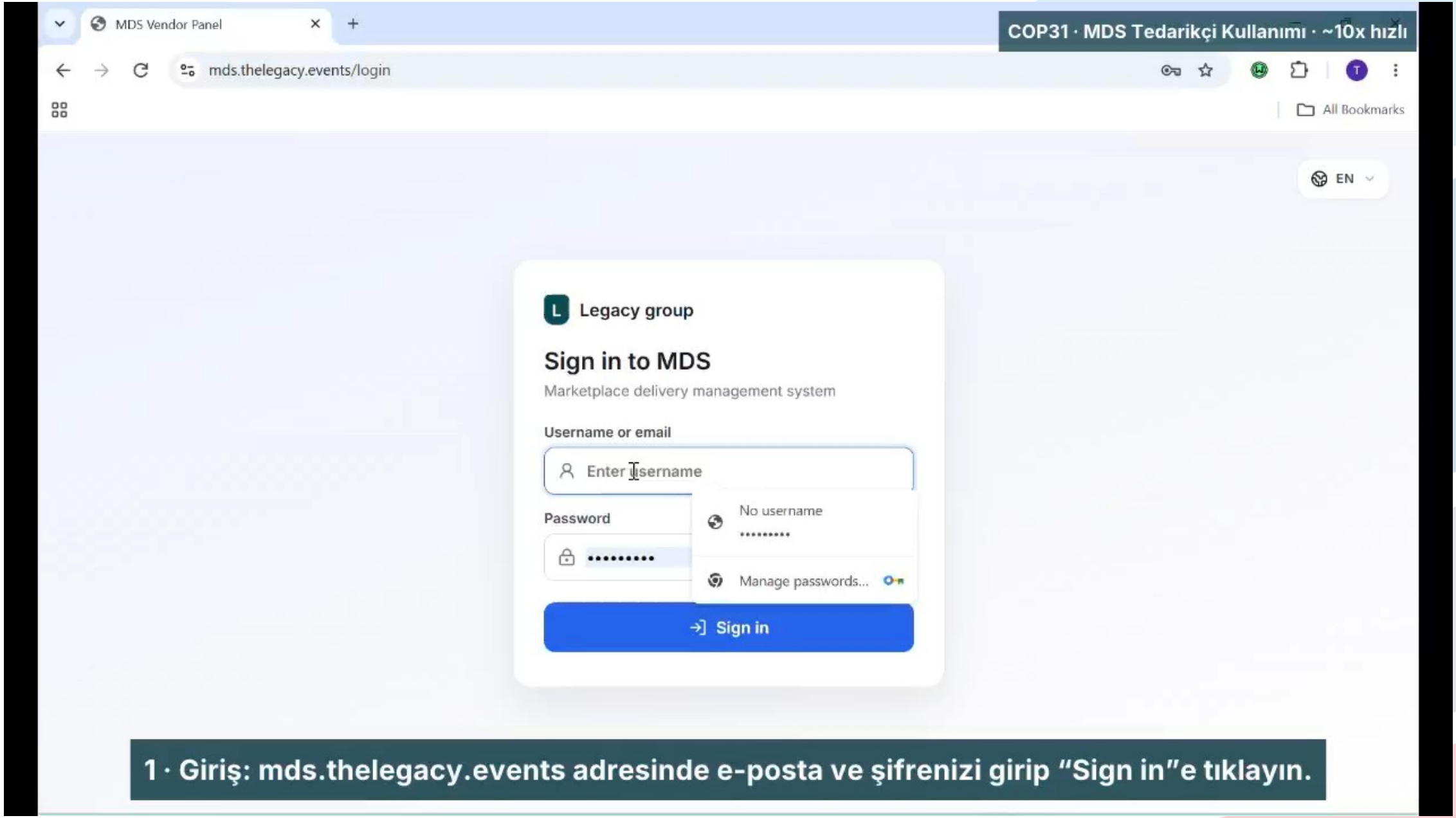
SAMPLE CONFIRMATION NOTICE

Dear Sir or Madam,
Your COP31 Antalya EXPO delivery has been approved.

MDS booking no: [MDS000000]
Delivery date: [DD.MM.2026]
Slot: [22:20–22:40]
Zone / drop-off point: [BZ / GZ – ___]
Licence plate: [07 ABC 123]

PLEASE BE AT THE K3 GATE AT YOUR APPROVED TIME.

COP31 Logistics Team – OMSAN Logistics


MDS Vendor Panel
COP31 · MDS Tedarikçi Kullanımı · ~10x hızlı
mds.thelegacy.events/login
All Bookmarks
EN
Legacy group
Sign in to MDS
Marketplace delivery management system
Username or email
Enter username
Password
No username
Manage passwords...
Sign in
1 · Giriş: mds.thelegacy.events adresinde e-posta ve şifrenizi girip "Sign in"e tıklayın.

Driver and passenger accreditation

- Drivers and assistants are approved with the vehicle via the VAP system; no delegate accreditation or badge is needed.
- A second driver or assistant must also be accredited and listed in the booking.
- Carry ID and vehicle registration; drivers without ID are not admitted. ID is left at the Blue Zone gate and returned on exit.
- At X-ray, drivers and passengers step out and pass the personal X-ray; if it is down, police do a body search.
- Drivers only enter the X-ray area and, under escort, the transfer point.

APPLICATION AND CONTACT

vapp.cop31.tr

Application steps and contact details are on the site. There is no application deadline.

Vehicle Access Permit (VAP)

The VAP (Vehicle Access Permit) is the access permit required for every delivery vehicle entering the venue.

- How to apply and how permits are issued and handed over is explained in the COP31 Vehicle Access and Parking Permit System.
- Start the application at the same time as MDS registration.
- Display it on the windscreen; at K3 police turn away vehicles without it.
- The plate must be registered in VAP; OMSAN cross-checks MDS plates with VAP.
- Vehicles without a VAP get no slot approval and are not admitted.

vapp.cop31.tr

COP31 Vehicle Access & Parking Permits

05 · ON-SITE PROCESS

Car park and venue approach

Approach directions

From Lara–Belek via the south junction; from the airport and city via the west.

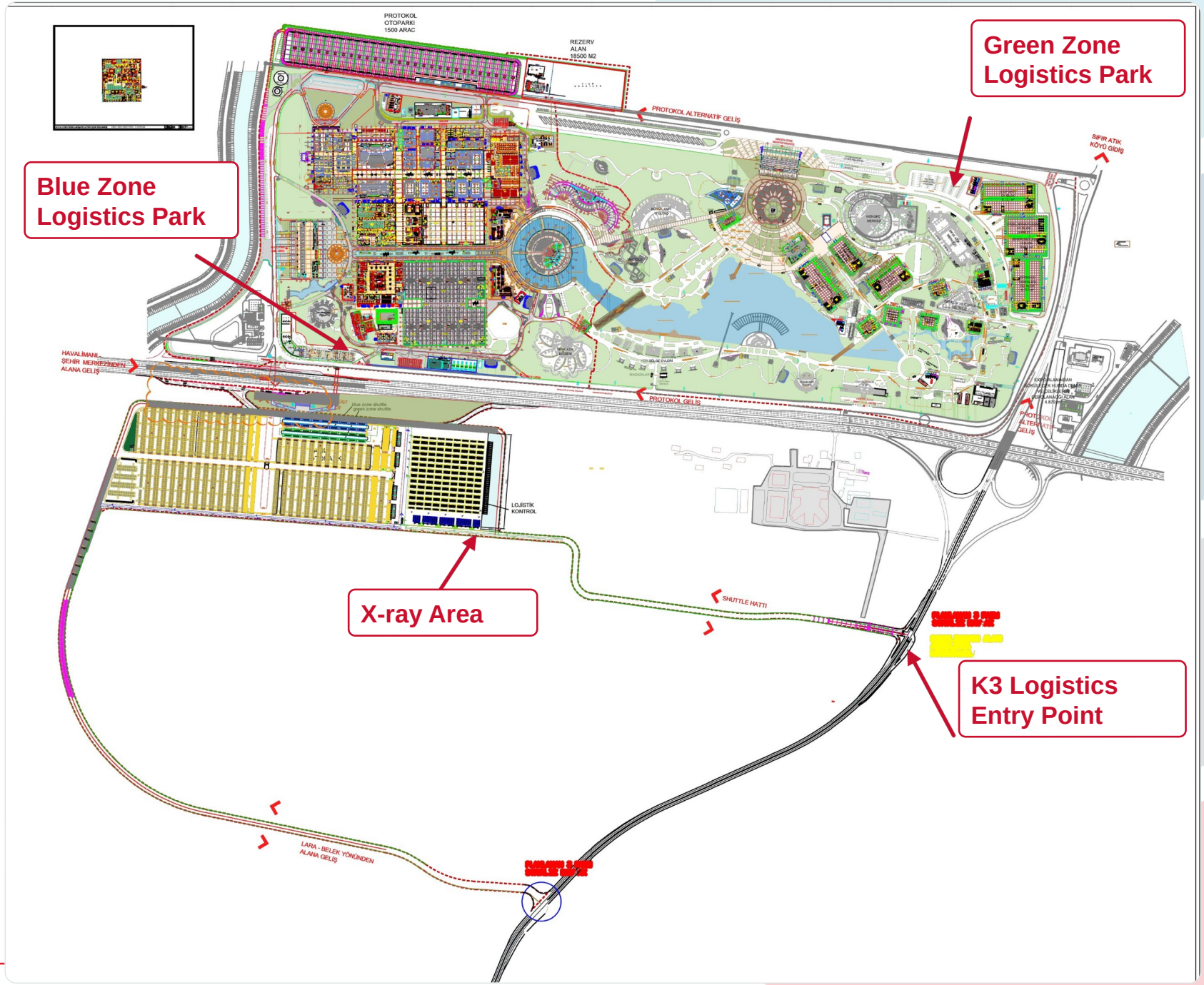
Car park and Logistics Control

Delivery vehicles go to the Logistics Control point on the east edge of the car park opposite the venue.

Shuttle route

Road from the car park to the venue.

On restricted days only the route set by the Police may be used.



Arrival and Logistics Point

The Logistics Point is OMSAN’s coordination point at the K3 (Junction 3) entrance / X-ray area, staffed 18:00–06:00. VAP, slot, accreditation and documents are checked here and a queue number is issued.

On time for slot

Receives a queue number and enters X-ray in slot order.

Screened before 22:00

Waits in the Clean Area; from 22:00 it is admitted in coordination with the on-site transport plan.

Late arrival

Loses slot priority and queues behind on-time vehicles. If not admitted by 04:00, it must book a new slot.

No booking

Not admitted. Urgent cargo goes via the OMSAN warehouse on OMSAN vehicles (Rate Card charges apply).

X-ray screening

1. **The vehicle enters the X-ray lane.** The scan takes about 45 seconds.
2. **Driver and passengers leave the vehicle** and pass through the personal X-ray; if it is out of service, police carry out a body search.
3. **The image is assessed.** The result takes about 15–20 minutes.
4. **Approval.** A security sticker valid for that day is applied; the driver receives a stamped approval document.
5. **Waiting in the Clean Area.** The vehicle may only wait in the Clean Area and moves under police escort.

⚠

If in doubt, security units may have the vehicle opened, the cargo unloaded, or the vehicle turned away. A rejected vehicle may not enter the venue.

STICKER

A security check sticker is applied to the vehicle; it moves on with the sticker under police escort.

05 · ON-SITE PROCESS

Police escort, unloading and exit

Entry time

The Logistics Point sets the entry time per the on-site transport plan and requests an escort.

Escorted drive

Police-escorted straight to the logistics entrance; no stopping en route.

Handover in BZ and GZ

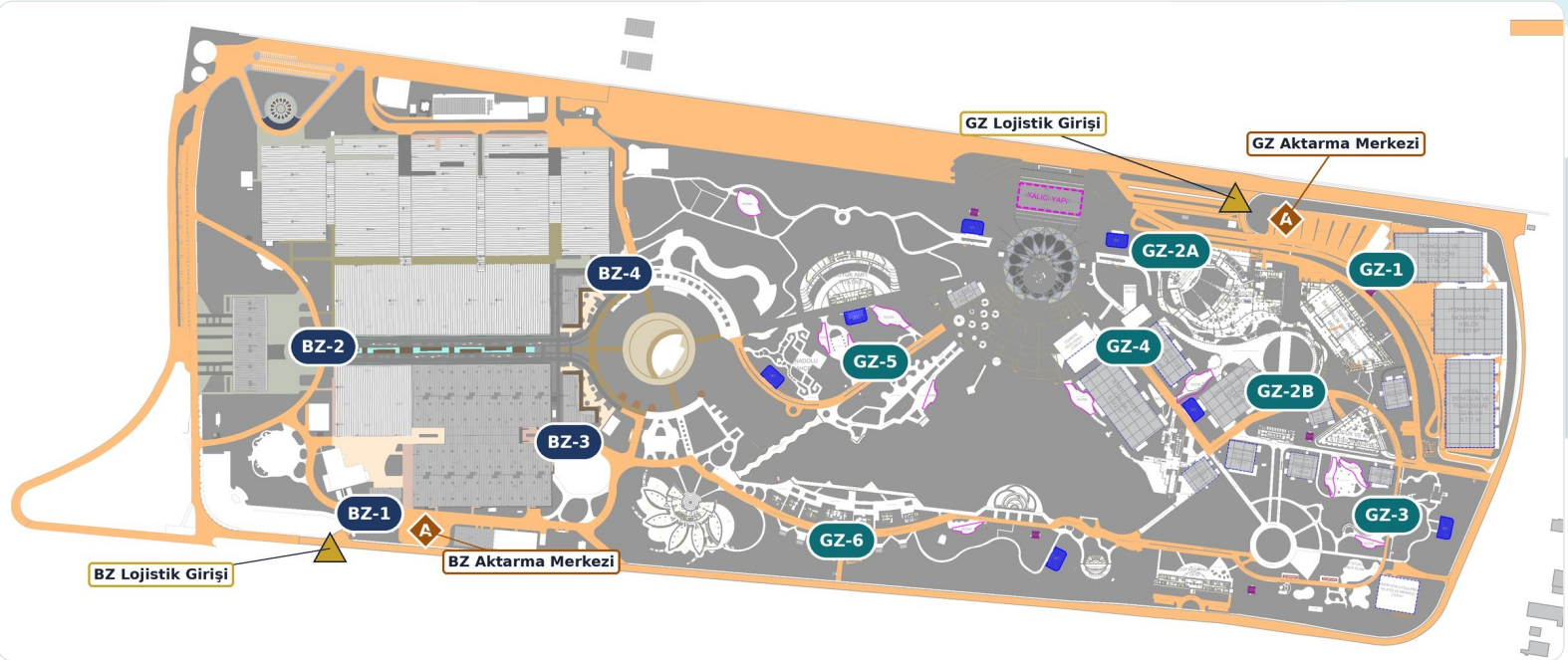
At the BZ gate UN checks vehicle, driver and assistant against the daily list; ID is left. GZ: Turkish police.

Unloading and exit

As soon as unloading at the transfer hub is complete, the vehicle leaves.

⚠ No parking or waiting on site. Companies must ensure their vehicles leave right after delivery.

Entrances and drop-off points



Logistics entrance

Escorted vehicles enter the zone here.

Transfer point (A)

All vehicles unload here; only refrigerated trucks go straight to the drop-off point.

Drop-off points

4 points in BZ, 6 in GZ; on paved roads.

Last metres

By forklift, pallet truck and electric buggy.

Unloading and micro-distribution use OMSAN equipment. Always state the drop-off point (e.g. BZ-3) in the booking; UN opens closed points (e.g. fuel points) only for deliveries on the list.

Heavy vehicle restrictions

⚠

The D400 highway will be closed to heavy vehicles on certain days of the event.

Currently planned for 10–12 November; subject to change by Governorship decision.

- Restricted days, alternative routes and any changes are announced by the Antalya Governorship.
- Follow Governorship announcements when planning shipments.
- Move heavy vehicle deliveries ahead of the restricted days wherever possible.

11–12 November: night deliveries only

Green Zone

Closed by day; night resupply with an approved slot.

Blue Zone

Night deliveries 22:00–06:00 continue as normal, incl. restaurants.

Emergencies

Essential cases only (e.g. a generator spare part), with UN approval via OMSAN.

Tip: Complete your stock before 9 November. Resupply is very limited between 9 and 12 November; an accident or road closure could delay delivery. Prioritise food and beverages, and bring consumables such as paper and napkins to the venue in advance.

Cargo arrives palletised, wrapped and labelled

1200 × 800
mm · Euro pallet size

1700
mm · max. pallet height

0 loose
loose cartons not accepted

- All cargo must be palletised and stretch-wrapped; this speeds up X-ray screening and unloading.
- Each pallet should carry a label with the company name, drop-off point (BZ/GZ, restaurant or stand) and MDS booking number.
- The delivery note must match the cargo exactly.
- Flammable, pressurised or hazardous goods must be declared in the booking in advance.
- Deliveries with fuel or hazardous goods must be stated in the booking with the drop-off point; in the Blue Zone fuel is escorted by fire / safety staff. Cash deliveries to banks and ATMs are monitored by UN security.
- The COP31 venue is alcohol-free; no alcoholic beverages may be brought in.
- Due to sponsorship agreements, only designated water and mineral water brands may be used on site. Get approval from the COP31 Catering team before bringing water or beverages.

07 · EXCEPTIONS

What happens when things don’t go to plan?

Situation	Action
Late for slot	Joins the end of the queue; if not admitted by 04:00, book a new slot.
Arriving without booking	Not admitted; urgent cargo is moved via the OMSAN warehouse.
Missing your slot	Delete the booking in MDS, book a new slot and inform OMSAN (UN notification is updated).
Urgent delivery need	Only needs essential to the event (e.g. a spare part for broken equipment); commercial shortages are not emergencies. OMSAN assesses and notifies UN at least 1 hour ahead.
Rejected at screening	Vehicle may not enter; follow security instructions and call your company.
Missing VAP / accreditation	Slot not approved; vehicle not admitted to the Logistics Park.

Single escalation point: OMSAN Logistics Operations Centre · +90 216 458 56 31. Queue, slot and UN Security coordination are handled only through this point.

Inter-zone transfers and special deliveries

- **Inter-zone transfers:** Goods cannot be moved by vehicle between the Blue and Green Zones; crossing points are for pedestrians only and closed at night. Goods for the other zone must leave the venue and re-enter through X-ray.
- **Small quantities, one way:** By day, small quantities may be taken BZ → GZ only, by hand cart through the pedestrian crossing; nothing may go GZ → BZ.
- **Large boxes and materials:** Not accepted at pedestrian entrances. Drop them at the OMSAN warehouse (Netlog, Kepez); OMSAN's VAP vehicles bring them in overnight for collection the next morning.
- **Pedestrian entrances:** Only items that would pass an airport carry-on X-ray are accepted.
- **Commercial goods:** Commercial goods to be distributed at pavilions or stands enter only through the OMSAN delivery process.
- **NGO deliveries:** Moved overnight via the OMSAN warehouse with approval from the UN NGO liaison team; items without approval are not brought in.

Contact details

DELIVERY AND MDS

COP31_DELIVERY@omsan.com

MDS login: mds.thelegacy.events

GENERAL AND EMERGENCY LINE

+90 216 458 56 31

TRANSPORT

COP31_TRANSPORT@omsan.com

EXTERNAL WAREHOUSE (NETLOG)

COP31_WAREHOUSE@omsan.com

Altınova Sinan Mah., Gökkaya Sok., 07190
Kepez / Antalya

ACCREDITATION AND VAP

vapp.cop31.tr

COP31 Vehicle Access & Parking Permits

DOCUMENTS

www.omsan.com/cop31

www.cop31.tr

In your emails, include your company name, MDS booking number and licence plate.

IMPORTANT NOTICE

This guide reflects the processes as they stand today.

Due to safety and security measures, delivery hours, routes and entry procedures may change or be updated. Please follow announcements regularly.

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