



- Exhibitors must pre-register for the Exhibitor badge
- Contractors will be refused permission to build if approved Booth designs have not been submitted prior for approval.
- Any on-onsite booth design alterations that are not apparent in approved plans will be required to return to the original design at the exhibitor's expense.
- Children under 16 are NOT permitted entry during build-up/breakdown periods.
- NO alcohol is permitted in the venue during build-up/breakdown periods
- Smoking is also prohibited in the venue at all times.
- Accidents: please notify the Organiser's Office immediately to ensure all incidents are documented.
- PPE: Face coverings are recommended for all attendees indoors. High-viz clothing and safety shoes are recommended at all times during build-up/ breakdown periods. Open-toe shoes are NOT permitted.
- Venue speed limits must be observed at all times.
- Aisles must be kept clear at all times for access. Products should be brought in at the latest possible time and remain on booths.
- Working from height: this should be carried out safely by trained worked and appropriately risk assessed.
- Venue height and floor weight loading restrictions must be adhered to.
- No dumping of waste materials allowed.
- Void areas, especially behind stands, may not be used for storage purposes. All stored boxes must be flat packed.
- Any damage to the fabric of the building or waste materials left behind including carpet tape/residue will be billed back to the exhibitors.
- Please refer to the build-up/breakdown schedules for all access times.
- Breakdown will commence no earlier than 3.00pm on Thursday to allow visitors a chance to exit the halls.