

## HOMES 2018 Compulsory Shell Scheme Construction Form

**Form 6**

### Companies Details

Company Name: \_\_\_\_\_

Stand Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Contractors Details

If you are using a contractor please complete the details below:

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Construction Type

**COMPULSORY - Please tick one of the following 2 boxes:**

- No amendments required**

If none of the outlined activities below apply to your stand and you are using the shell scheme stand as provided please tick the box and return the form only.

- Fascia Removal Request**

If you would like to remove the name board fascia.

Please note if your neighboring stand also requests the fascia to be removed you may be required to have a 1m support wall on each open side. Where this is the case you may be contacted by our Health and Safety team.

**Please tick one of the following if you are erecting a pop up within your shell scheme:**

- Erection of Pop-up stand**

If you are planning on bringing a pop up stand please supply the following:

- Dimensions of pop-up
- Visual/ Picture
- Contact Details of the person erecting the pop-up

- Other** \_\_\_\_\_

**Please Tick YES or NO for each of the following questions:-**

1. Will any items displayed on your stand go above 2.4 metres high YES  NO

2. Will there be any electrical appliances on your stand YES  NO

**3. If YES above. Please list the items and confirm that they have been tested to comply with electricity at work Regulations 1989**

<b>Item</b>	<b>Complies</b>	YES	<input type="checkbox"/>
<b>Item</b>	<b>Complies</b>	YES	<input type="checkbox"/>
<b>Item</b>	<b>Complies</b>	YES	<input type="checkbox"/>
<b>Item</b>	<b>Complies</b>	YES	<input type="checkbox"/>

**Please submit a Risk Assessment if you are carrying out any amendments to the standard shell scheme provided**

Once your stand is erected with the above changes you will be charged for further amendments onsite.

Please complete, save and attach on an email alongside any paperwork to [rachel@rshevents.com](mailto:rachel@rshevents.com) before 12 October 2018.