

Build Up, Break Down & Opening Times

Build Up

Space Only exhibitor build	Sunday 23 November	08:00 – 19:00
	Monday 24 November	08:00 – 20:00
Shell Scheme stand dressing	Monday 24 November	10:00 – 20:00

Exhibition Opening Times

Tuesday 25 November	09:00 – 17:30
Wednesday 26 November	09:00 – 16:00

Exhibitors must not carry out work on their stand during the exhibition open hours. Any alterations to stands or delivery of goods must take place during the build up and break down period or between 08:00 – 08:30 on show open days. Exhibitors wishing to replenish literature on stands should ensure it arrives by 08:30 on the show open days.

The halls close and the power to stands is switched off 30 minutes after the close of the show.

Break Down

Shell Scheme	Wednesday 26 November	16:00 – 20:00
Space Only	Wednesday 26 November	16:00 – 22:00

For security reasons, exhibitors and contractors may not vacate or remove equipment and displays until after the exhibition closes. **If this does occur we will not allow you to re-exhibit at future events.**

All space only exhibitors must dismantle and clear away their stand including platforms & flooring completely.

Property not removed by 22:00 26 November may be disposed of at the discretion of the Organisers. Exhibitors and contractors will be liable for any charges thus incurred.

Exhibitors and contractors attention is drawn to the tenancy build up and break down times, which are NOT flexible. All parties are required to ensure that all stands, regardless of design, are able to be completed within those times. You should therefore ensure that sufficient crew are allocated to the construction and dismantling, so as not to compromise safety, or the European Working Time Directive.