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Moyne

Contact Us E: info@moyne.co.uk T: +44 (0) 208 997 8596

Shell Scheme Stands

Flexible, cost effective exhibition stands packaged to be as little or as much as you need it to be



Brochure & Order Form

For Exhibitions :

Order Deadline: 07/04/2026

learning
technologies

Excel
London UK
29-30 April
2026

hr
technologies

Excel
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Use The Interactive Links Above To Follow The Steps Below



Standard Package

This package is provided via the Shell Scheme booking made with the Show Organisers.

Products can be added, via this order form to the walls, fascia, floor and internal space



3m x 3m 2 Open Sides

The **Standard Package** includes:

- Slate Grey Cord Carpet
- Octanorm Shell Scheme System comprising of:
 - White Foamex 3mm thick Wall Panels
 - Metal Poles between each panel raised forward of panels
 - Overhead Nameboard Fascia
 - Standard Nameboards to open sides of over 1.5m. Standard Package exhibitors must return the Nameboard Form

Basic Package

Floorcovering

- Slate Grey Cord Carpet

Electrics

- 1 x 500w Socket & 1 x Light Track Incl 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - White
- 1 x Surf High Table - White
- 3 x Zeta Bar Stools – White

Graphics

- Stand Wall Foamex Graphics Panels
- Lockable Cupboard Graphic Panel

Bronze Package

Floorcovering

- Slate Grey Cord Carpet

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - Choice of Black or White
- 1 x Surf High Table - Choice of Black or White
- 3 x Zeta Bar Stools - Choice of Black or White

Graphics

- Stand Wall Foamex Graphics Panels
- Lockable Cupboard Graphic Panel
- Nameboard Fascia Overlay - replaces Standard Nameboard

TV

- 46" TV & Reinforced TV Mounting Panel

Silver Package

Floorcovering

- Slate Grey Cord Carpet

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - Choice of Black or White
- 1 x Surf High Table - Choice of Black or White
- 3 x Zeta Bar Stools - Choice of Black or White

Graphics

- Seamless Tension Fabric Wall Graphics
- Lockable Cupboard Graphic Panel
- Nameboard Fascia Overlay - replaces Standard Nameboard

Gold Package

Floorcovering

- Cord Carpet - Choice of Colours

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - Choice of Black or White
- 1 x Surf High Table or 1 x Surf Low Table
- 3 x Bow Bar Stools or 3 x Fiji Chairs
- Choice of Black or White Furniture colours

Graphics

- Seamless Tension Fabric Wall Graphics
- Lockable Cupboard Graphic Panel
- Nameboard Fascia Overlay - replaces Standard Nameboard

TV

- 55" TV & Reinforced TV Mounting Panel

Ordering Made Easy

For ease of ordering we have packaged the most popular Shell Scheme stand products into [Basic](#), [Bronze](#) [Silver](#) & [Gold](#)

You may decide to choose one of 2 order options:

1. Add products to the Standard Package - this could just simply be electrics and / or furniture
2. Choose one of our 4 packages - additional products from this brochure can be added to our packages

Whatever selections you make ensure item orders are ticked and where applicable quantities and colours are noted

Send your saved order back to info@moyne.co.uk. From the information provided we will confirm the specifications and costs for your stand and provide installation information such as artwork requirements and TV positioning guides.

What You Need To Know To Place Your Order

Stand Number, Stand Dimensions, Stand M2, Number of Stand Open Sides

If your stand size is not provided as a package option please contact us for the item price

Don't know your stand details? Email: info@moyne.co.uk or Call Us on +44 (0) 208 997 8596

Delivery & Installation

Stand products ordered via Moyne are delivered to the venue and installed on your stand space

Products are provided on a hire basis. All products are removed from the exhibition venue at the end of the exhibition

Artwork

Shell Scheme stand walls require large scale, high resolution artwork

On order confirmation we send your artwork design templates and delivery instructions. The [Artwork Guide](#) provides artwork sizes and helpful tips on maximizing your brand and messaging

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Order & Artwork Deadline: 07/04/2026

What's Included in the Basic Package?

Floorcovering

- Slate Grey Cord Carpet

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - White
- 1 x Surf High Table - White
- 3 x Zeta Bar Stools - White

Graphics

- Stand Wall Foamex Graphics Panels
- Lockable Cupboard Graphic Panel

The **Basic Package** provides key stand components; Wall Graphics, Electrical Supply, Lighting, Furniture and the flexibility to add additional stand products including Literature Racks, Storerooms, Shelves, Hanging Rails, TV's and Furniture items.

Next Steps

Confirm Your Package

Tick the Package Number corresponding with your stand configuration on the price list opposite

*For stand size / configuration not provided as a package email info@moyne.co.uk

Confirm Standard Nameboard Print

Provide the name you would like us to print on your fascia nameboard in the box opposite

Add Stand Products

Additional Electrics, Furniture & Standfittings can be added to your package via the tool bar at the top of the page

Set Up Your Account [CLICK HERE](#)

On receipt of your order we provide your graphics specifications, artwork instructions and deadline for submission

Basic Package



Basic Package : Add TV



46" TV
£599.00

55" TV
£799.00

TV installation includes reinforced mounting panel.
TV positioning guidance provided on order confirmation

Basic Package : Confirm Standard Nameboard Print

Provide the Company Name to be printed on your Nameboard in the box below.
Maximum 34 Characters including spaces

PACKAGE	M2	OPEN SIDES	DIMENSIONS	PRICE	✓
PACKAGE 1	4	2	2M X 2M	£1,482.00	
PACKAGE 2	6	1	3M X 2M	£2,037.00	
PACKAGE 3	6	2	3M X 2M	£1,667.00	
PACKAGE 4	6	3	3M X 2M	£1,297.00	
PACKAGE 5	8	1	4M X 2M	£2,222.00	
PACKAGE 6	8	2	4M X 2M	£1,852.00	
PACKAGE 7	8	3	4M X 2M	£1,482.00	
PACKAGE 8	9	1	3M X 3M	£2,407.00	
PACKAGE 9	9	2	3M X 3M	£1,852.00	
PACKAGE 10	9	3	3M X 3M	£1,297.00	
PACKAGE 11	10	2	5M X 2M	£2,037.00	
PACKAGE 12	10	3	5M X 2M	£1,667.00	
PACKAGE 13	12	1	4M X 3M	£2,592.00	
PACKAGE 14	12	2	4M X 3M	£2,037.00	
PACKAGE 15	12	3	4M X 3M	£1,482.00	
PACKAGE 16	15	2	5M X 3M	£2,222.00	
PACKAGE 17	15	3	5M X 3M	£1,667.00	
PACKAGE 18	16	2	4M X 4M	£2,222.00	
PACKAGE 19	16	3	4M X 4M	£1,482.00	
PACKAGE 20	18	2	6M X 3M	£2,407.00	
PACKAGE 21	18	3	6M X 3M	£1,852.00	
PACKAGE 22	20	2	5M X 4M	£2,407.00	
PACKAGE 23	20	3	5M X 4M	£1,667.00	

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Order & Artwork Deadline: 07/04/2026

What's Included in the Bronze Package?

Floorcovering

- Slate Grey Cord Carpet

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - Choice of Black or White
- 1 x Surf High Table - Choice of Black or White
- 3 x Zeta Bar Stools - Choice of Black or White

Graphics

- Stand Wall Foamex Graphics Panels
- Lockable Cupboard Graphic Panel
- Nameboard Fascia Overlay - replaces Standard Nameboard

TV

- 46" TV & Reinforced TV Mounting Panel

Bronze Package Upgrades:

1. 46" TV & Reinforced Mounting Panel
2. Nameboard Fascia Overlay replaces Standard Nameboard
3. Choice of Black or White furniture items

Next Steps

Confirm Your Package

On the price list opposite tick the Package Number corresponding with your stand configuration

*For stand size / configuration not provided as a package email info@moyne.co.uk

Confirm Bronze Package Furniture Colours

Add Stand Products

Additional Electrics, Furniture & Standfittings can be added to your package via the tool bar at the top of the page

Set Up Your Account [CLICK HERE](#)

On receipt of your order we provide your graphics specifications, artwork instructions and deadline for submission

Bronze Package



Bronze Package Fascia Overlay

The Bronze Package replaces the Standard Nameboard in the Basic Package with graphics Fascia Overlay. Fascia Overlay provides the opportunity to add company logo, & brand colours. Foamex boards cover the shell scheme metal work to the length of the open side and a depth of 300mm. Artwork templates provided on receipt of stand order

Confirm Bronze Package Furniture Colours

Surf High Table



Zeta Bar Stools



Lockable Cupboard



PACKAGE	M2	OPEN SIDES	DIMENSIONS	PRICE	✓
PACKAGE 1	4	2	2M X 2M	£2,361.00	
PACKAGE 2	6	1	3M X 2M	£2,846.00	
PACKAGE 3	6	2	3M X 2M	£2,616.00	
PACKAGE 4	6	3	3M X 2M	£2,386.00	
PACKAGE 5	8	1	4M X 2M	£3,101.00	
PACKAGE 6	8	2	4M X 2M	£2,871.00	
PACKAGE 7	8	3	4M X 2M	£2,641.00	
PACKAGE 8	9	1	3M X 3M	£3,216.00	
PACKAGE 9	9	2	3M X 3M	£2,871.00	
PACKAGE 10	9	3	3M X 3M	£2,526.00	
PACKAGE 11	10	2	5M X 2M	£3,126.00	
PACKAGE 12	10	3	5M X 2M	£2,896.00	
PACKAGE 13	12	1	4M X 3M	£3,471.00	
PACKAGE 14	12	2	4M X 3M	£3,126.00	
PACKAGE 15	12	3	4M X 3M	£2,781.00	
PACKAGE 16	15	2	5M X 3M	£3,381.00	
PACKAGE 17	15	3	5M X 3M	£3,036.00	
PACKAGE 18	16	2	4M X 4M	£3,381.00	
PACKAGE 19	16	3	4M X 4M	£2,921.00	
PACKAGE 20	18	2	6M X 3M	£3,636.00	
PACKAGE 21	18	3	6M X 3M	£3,291.00	
PACKAGE 22	20	2	5M X 4M	£3,636.00	
PACKAGE 23	20	3	5M X 4M	£3,176.00	

Order & Artwork Deadline: 07/04/2026

What's Included in the Silver Package?

Floorcovering

- Slate Grey Cord Carpet

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - Choice of Black or White
- 1 x Surf High Table - Choice of Black or White
- 3 x Zeta Bar Stools - Choice of Black or White

Graphics

- Seamless Tension Fabric Wall Graphics
- Lockable Cupboard Graphic Panel
- Nameboard Fascia Overlay -replaces Standard Nameboard

The Silver Package includes the same floorcovering, electrics and furniture options as the Bronze Package.

Silver Package Upgrades:

Seamless Fabric stand wall graphics replace Foamex Graphics Panels. The Silver Package does not include a TV. The option to add a 46" or 55" TV is provided opposite

Next Steps

Confirm Your Package

On the price list opposite tick the Package Number corresponding with your stand configuration

*For stand size / configuration not provided as a package email info@moyne.co.uk

Confirm Silver Package Furniture Colours

Add Stand Products

Additional Electrics, Furniture & Standfitings can be added to your package via the tool bar at the top of the page

Set Up Your Account [CLICK HERE](#)

On receipt of your order we provide your graphics specifications, artwork instructions and deadline for submission

Silver Package



Silver Plus 55" TV



Silver Package Seamless Wall Graphics

The Silver Package includes Seamless Wall Graphics across the wall(s) width and height. This vinyl wall covering covers the shell scheme system metal vertical poles between each panel. Artwork Templates and Instructions for supplying wall graphics are provided on receipt of your stand order.

Silver Package : Add TV



Quantity

46" TV
£599.00

55" TV
£799.00

Confirm Silver Package Furniture Colours

Surf High Table



White

Black

Zeta Bar Stools



White

Black

Lockable Cupboard



White

Black

PACKAGE	M2	OPEN SIDES	DIMENSIONS	PRICE	✓
PACKAGE 1	4	2	2M X 2M	£1,922.00	
PACKAGE 2	6	1	3M X 2M	£2,527.00	
PACKAGE 3	6	2	3M X 2M	£2,217.00	
PACKAGE 4	6	3	3M X 2M	£1,907.00	
PACKAGE 5	8	1	4M X 2M	£2,822.00	
PACKAGE 6	8	2	4M X 2M	£2,512.00	
PACKAGE 7	8	3	4M X 2M	£2,202.00	
PACKAGE 8	9	1	3M X 3M	£2,977.00	
PACKAGE 9	9	2	3M X 3M	£2,512.00	
PACKAGE 10	9	3	3M X 3M	£2,047.00	
PACKAGE 11	10	2	5M X 2M	£2,807.00	
PACKAGE 12	10	3	5M X 2M	£2,497.00	
PACKAGE 13	12	1	4M X 3M	£3,272.00	
PACKAGE 14	12	2	4M X 3M	£2,807.00	
PACKAGE 15	12	3	4M X 3M	£2,342.00	
PACKAGE 16	15	2	5M X 3M	£3,102.00	
PACKAGE 17	15	3	5M X 3M	£2,637.00	
PACKAGE 18	16	2	4M X 4M	£3,102.00	
PACKAGE 19	16	3	4M X 4M	£2,482.00	
PACKAGE 20	18	2	6M X 3M	£3,397.00	
PACKAGE 21	18	3	6M X 3M	£2,932.00	
PACKAGE 22	20	2	5M X 4M	£3,397.00	
PACKAGE 23	20	3	5M X 4M	£2,777.00	

Order & Artwork Deadline: 07/04/2026

What's Included in the Gold Package?

Floorcovering

- Cord Carpet - Choice of Colours. To order [CLICK HERE](#)

Electrics

- 1 x 500w Socket & 1 x Light Track Including 3 x Spotlights

Furniture

- 1 x Lockable Cupboard - Choice of Black or White
- 1 x Surf High Table - Choice of Black or White
- 3 x Bow Bar Stools - Choice of Black or White

OR

- 1 x Surf Table - Choice of Black or White
- 3 x Fiji Chairs - Choice of Black or White

*Provide Furniture Package & Colour preference below

Graphics

- Seamless Tension Fabric Wall Graphics
- Lockable Cupboard Graphic Panel
- Nameboard Fascia Overlay - replaces Standard Nameboard

TV

55" TV & Reinforced TV Mounting Panel

Gold Package Upgrades:

1. 55" TV & Reinforced Mounting Panel
2. Choice of Cord Carpet Colour. To confirm colour [CLICK HERE](#)
3. Choice of Furniture Package

Gold Package



Next Steps

Confirm Your Package

Tick the Package Number corresponding with your stand configuration on the price list opposite *For stand size / configuration not provided as a package email info@moyne.co.uk

Set Up Your Account [CLICK HERE](#)

On receipt of your order we provide your graphics specifications and artwork instructions

Confirm Gold Package Furniture Options & Colours

Select Furniture Package

1 x Surf High Table
& 3 x Bow Bar Stools

OR

1 x Surf Table & 3 x
Fiji Chairs

Select Chosen Package Product Colour Preference

Bow Bar Stools



White

Black

Surf High Table



White

Black

Fiji Chair



White

Black

Surf Table



White

Black

Lockable Cupboard



White

Black

PACKAGE	M2	OPEN SIDES	DIMENSIONS	PRICE	✓
PACKAGE 1	4	2	2M X 2M	N/A	
PACKAGE 2	6	1	3M X 2M	£3,536.00	
PACKAGE 3	6	2	3M X 2M	£3,226.00	
PACKAGE 4	6	3	3M X 2M	£2,916.00	
PACKAGE 5	8	1	4M X 2M	£3,875.00	
PACKAGE 6	8	2	4M X 2M	£3,565.00	
PACKAGE 7	8	3	4M X 2M	£3,255.00	
PACKAGE 8	9	1	3M X 3M	£4,052.00	
PACKAGE 9	9	2	3M X 3M	£3,587.00	
PACKAGE 10	9	3	3M X 3M	£3,122.00	
PACKAGE 11	10	2	5M X 2M	£3,904.00	
PACKAGE 12	10	3	5M X 2M	£3,594.00	
PACKAGE 13	12	1	4M X 3M	£4,413.00	
PACKAGE 14	12	2	4M X 3M	£3,948.00	
PACKAGE 15	12	3	4M X 3M	£3,483.00	
PACKAGE 16	15	2	5M X 3M	£4,309.00	
PACKAGE 17	15	3	5M X 3M	£3,844.00	
PACKAGE 18	16	2	4M X 4M	£4,331.00	
PACKAGE 19	16	3	4M X 4M	£3,711.00	
PACKAGE 20	18	2	6M X 3M	£4,670.00	
PACKAGE 21	18	3	6M X 3M	£4,205.00	
PACKAGE 22	20	2	5M X 4M	£4,714.00	
PACKAGE 23	20	3	5M X 4M	£4,094.00	

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Gallery

To order products shown in the Gallery click on links in [blue](#)

FAQ'S

What Is A 40mm Raised Floor?

Tile blocks are used to provide a 40mm high platform. Internet and power cables run between the blocks to open and front stand area positions. Trailing cables are not permitted to run across stand spaces. 40mm Floors ensure compliance with this regulation

What Is The Difference Between Foamex Wall Panel Graphics & Seamless Fabric Wall Graphics?

Foamex Graphics panels are inserted into the Shell Scheme system. They replace the white panels provided with the **Standard Red Scheme**. The shell scheme poles dividing each panel are visible.

Seamless Wall Graphics are produced in one piece to the length and height of each wall. The vertical Shell Scheme poles are covered.

Can I Swap or Cancel Out Package Products?

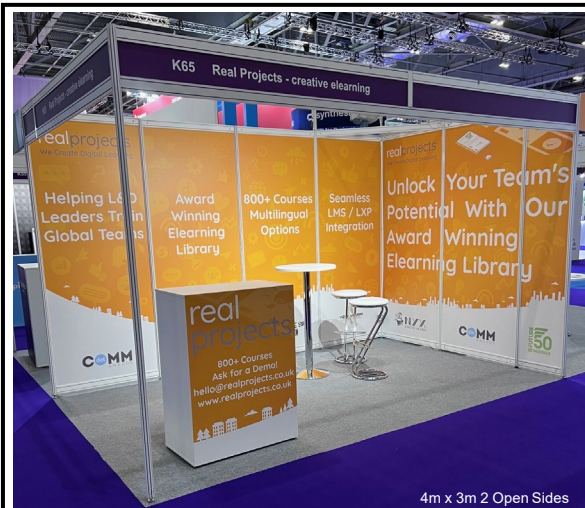
Yes. Select your preferred package type and list of additional / alternative items. Send us an email with your order form detailing your full product list. We will make the cost adjustments.

How Do I Provide a Stand Layout Plan?

The **Set Up Your Account** section provides advice on Stand Planning. A blank template is provided [HERE](#) for your use.

Can I Remove The Nameboard Fascia?

Shell Scheme walls are not freestanding. Support from the overhead fascia structure is required. If your stand walls can be supported by surrounding shell scheme stands we can remove your fascia. Must be booked in advance.



[BASIC Package](#)



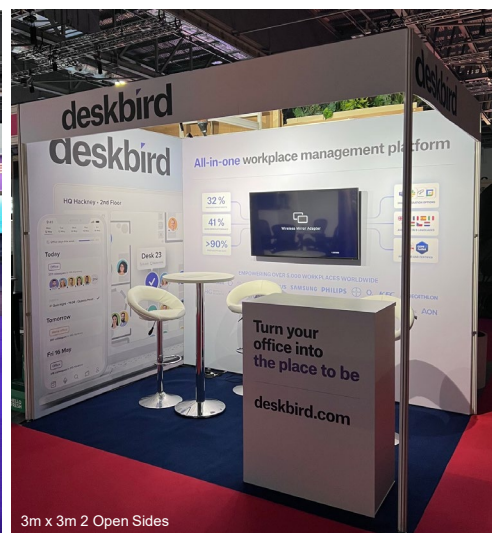
[GOLD Package](#) PLUS [40mm Raised Floor With Vinyl Upgrade](#) PLUS [Lockable Cupboard Side & Front Graphics](#)



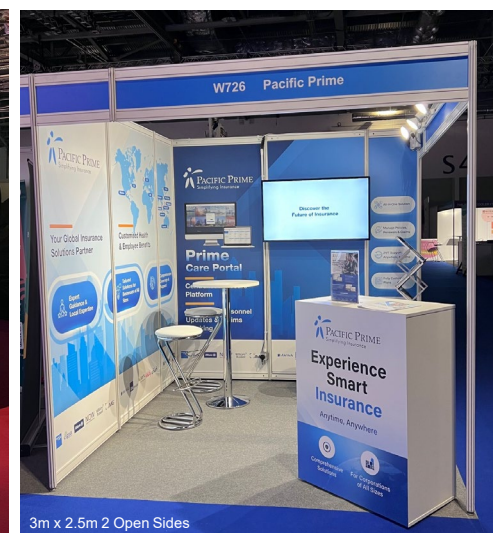
[GOLD Package](#) PLUS [3 x Bow Bar Stools](#) 1 x [High Surf Table](#)



[GOLD Package](#) PLUS [40mm Raised Floor](#) PLUS [Reception Counter With Graphic](#)



[GOLD Package](#)



[BASIC Package](#) PLUS [46" TV](#)



[SILVER Package](#) PLUS [Hanging Rails](#)

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Order Deadline: 07/04/2026

For m2 stand size Floor & Floorcovering prices not provided below please contact us via: info@moyne.co.uk

Upgrade Cord Carpet Colour



*The supply of coloured cord carpet is subject to availability

Standard, Basic, Bronze & Silver Include Slate Grey Cord Carpet. Gold includes the option to specify an alternative colour in the box below

Price
£22.00 per m2

*The total cost will be calculated for you on your Proforma invoice

Specify Preferred Carpet Upgrade Colour

Carpet Information

To protect upgraded carpets during the build period we include Poly Covering.

Exhibitors can remove the covering or request assistance via the Moyne Service Desk.

Moyne are not responsible for damage to carpet. Replacement carpet is not available at the show

Carpets laid to Raised Floors are better protected against damage from movement of goods on the show floor by other service suppliers during the show build period

Add A Raised Floor

Identify your stand size and ✓ choice of 18mm Or 40mm Raised Floor

Stand Size M2	18mm Floor Price	✓ To Order 18mm Floor	40mm Floor Price	✓ To Order 40mm Floor
4	£128.00		£172.00	
6	£192.00		£258.00	
8	£256.00		£344.00	
9	£288.00		£387.00	
10	£320.00		£430.00	
12	£384.00		£516.00	
15	£480.00		£645.00	
16	£512.00		£688.00	
18	£576.00		£774.00	
20	£640.00		£860.00	

Raised Floor Information

18mm Floors are not suitable for under floor cable distribution. To facilitate socket positions to centre / front of stand spaces a 40mm Floor must be ordered.

40mm Floors on stand spaces of over 15m2 require an open side Access Ramp. The ramp measures 1000mm wide x 500mm deep.

40mm Floors must provide a socket position diagram. Cables run under the floor to socket positions. Once laid the floor cannot be removed to change socket positions

To secure the floorcoverings 18mm & 40mm Floors include aluminium edging

Choose Vinyl Floorcovering

For the Vinyl Floorcovering option a Raised Floor, 18mm or 40mm, must be ordered

Select your preferred colour, identify your stand size and ✓ to order

Choose Your Vinyl Colour

Specify Preferred Vinyl Colour Below



Woodplank Vinyl Colours



Stand M2	Carpet To Vinyl Upgrade Price	✓ To Order Vinyl
4	£108.00	
6	£162.00	
8	£216.00	
9	£243.00	
10	£270.00	
12	£324.00	
15	£405.00	
16	£432.00	
18	£486.00	
20	£540.00	

More Floorcovering Options

Our range of floorcoverings includes:

- Sisal
- Velour
- Laminate
- Printed Carpet
- Artificial Grass

For the Moyne Floorcovering Brochure email: info@moyne.co.uk

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Packages Basic, Bronze, Silver & Gold Include: 1 x 500w (2amp)) Socket & 1 x Light Track Including 3 x Spotlights Standard Shell Scheme excludes power & lighting

Exhibitors ordering a package should use this section to order additional sockets and lighting

✓	PRODUCT	PRODUCT SPECIFICATIONS	SPECIFY QUANTITY	UNIT PRICE & DEADLINES
	PACKAGE : 500w SOCKET & LIGHT TRACK	<ul style="list-style-type: none">UK standard 3 pin socketSuitable for 1 x LCD TV 1 x Laptop & 2 x Phone ChargersLight Track Including 3 x LED Spotlights		EARLY RATE £325.00 AFTER 13/03/26 £390.00
	500w SOCKET (2amps)	<ul style="list-style-type: none">UK standard 3 pin socketSuitable for 1 x LCD TV 1 x Laptop & 2 x Phone Chargers		EARLY RATE £199.00 AFTER 13/03/26 £239.00
	1000w SOCKET (4amps)	<ul style="list-style-type: none">UK standard 3 pin socketSuitable for 2 x LCD TVs 2 x Laptops or 1 x small domestic coffee machine		EARLY RATE £295.00 AFTER 13/03/26 £354.00
	2000w SOCKET (8amps)	<ul style="list-style-type: none">UK standard 3 pin socketSuitable for catering appliances, small coffee machines		EARLY RATE £410.00 AFTER 13/03/26 £492.00
	1000w SOCKET 24 HOUR POWER (4amps)	<ul style="list-style-type: none">UK standard 3 pin socketPower provided day and night until time exhibition endsSuitable for small fridges		EARLY RATE £420.00 AFTER 13/03/26 £515.00
	LIGHT TRACK INCLUDING 3 X SPOTLIGHTS	<ul style="list-style-type: none">Installed behind Nameboard FasciaLight Track Including 3 x LED SpotlightsRecommended 3 x Spotlights per 12m2		EARLY RATE £148.00 AFTER 13/03/26 £178.00

Electrical Order & Payment Deadlines

Early Rate Payment Deadline

5PM FRIDAY 13TH MARCH 2026

- To Qualify For The Early Rate Moyne Must Be In Receipt Of This Order Form And 100% Remittance
- Post Deadline Unpaid Proforma Invoices Will Be Reissued At The Higher Standard Rate

Preshow Standard Rate Deadline

5PM THURSDAY 23RD APRIL 2026

- Post Deadline All New Orders Must Be Placed At The Moyne Service Desk In The Exhibition Hall
- Site Orders Are Subject To A 20% Surcharge On The Standard Rate
- Post Preshow Deadline Unpaid Standard Rate Orders Will Be Required To Re-order Onsite At The Site 20% Surcharge Rate

*Rate card and deadlines are applicable to all electrical orders irrespective of when the stand booking is made. Moyne are not responsible for cancelled orders or increased invoice rates due to missed payment deadlines

Electrical Guidance

What You Need To Know

1. Cables From The Position Of Sockets To Appliances Cannot Run Across The Stand Floor, Under Floorcoverings Or Under 18mm Raised Floors

Trailing power cables are a trip hazard and a danger to all accessing the stand space.

Sockets in the centre or to the front of the stand space, will require a **40mm Raised Floor**. To avoid trip hazards, cables are distributed under this floor type to the required position of the socket(s). **Alternatively, with no raised floor, all appliances requiring power must be positioned against Lightbox Walls.**

2. Extension Leads Must Be Maximum 2m Cable Length, No More Than 4 Sockets. One Extension Lead Can Be Used Per Socket Ordered. Power Usage Via The Extension Lead Cannot Exceed The Amount Of Power Ordered



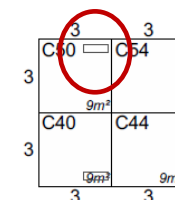
Exhibitors are permitted to provide own Extension Leads. Alternatively they are available to purchase from the Moyne Service Desk at the show

Making Electrics Work For Your Stand

- The position of sockets affects the overall layout of the stand – from the positioning of furniture to accommodate appliances requiring power, to the design of artwork on Lightbox Walls
- The entry position of the venue power supply on your stand may necessitate the installation of a 40mm Raised Floor. We will advise if there is a power duct on your stand.
- The addition of high power appliances such as ovens and Barista style coffee machines may require an independent power supply. Always check the power size of appliances before hiring.
- 24 Hour Power Supplies for fridges or LED computer walls provide continuous power for the duration of the show open period. Standard power terminates during the open period when the show closes.

Power Ducts & Mains Power Boxes

- Power originates from ducts on the venue floor
- One stand on each block will have the power duct for the block, the mains power cable and the mains power box
- Once installed cables / boxes cannot be moved



Oblong box on the show Technical Floorplan indicates position of the mains power supply

About Shell
Scheme
Packages

Choose
Basic
Package

Choose
Bronze
Package

Choose
Silver
Package

Choose
Gold
Package

Gallery

Choose
Carpet Vinyl &
Floors

Add
Electrics

Add
Furniture

Add
Furniture +
Graphics

Add
Standings
TV's &
Graphics

Artwork
Guide

Set Up
Your
Account

Moyne

Contact Us E: info@moyne.co.uk T: +44 (0) 208 997 8596

Order Deadline: 23/04/2026

Quick Order Our Most Popular Furniture Products

✓ Tick To Order - Confirm Quantity - Confirm Colour

To See The Full Range Of Furniture Available For This Show Request
The **Moyne 2026 Furniture Brochure** E: info@moyne.co.uk

Chairs



Bow Chair 4
Legs
£64.00

Dimensions:
H800 W610 D520
Colour: Black White
Red

Quantity
Colour



Fiji Colour Chair
£46.00

Dimensions:
H825 W470 D530
Colour: Black Blue Green
Orange Red White Yellow

Quantity
Colour



Wave Chair
£42.00

Dimensions:
H800 W420 D550
Colour: Black White

Quantity
Colour



Finn Chair
£82.00

Dimensions:
H800 W580 D540
Colour: White

Quantity
Colour



White

Stools



Bow Bar Stool
£68.00

Dimensions:
H790 - 990 W550 D510
Colour: Black Brown
Orange White Red

Quantity
Colour



Included in Bronze Silver & Gold Packages



Ribble Stool
£72.00

Dimensions:
H890 - 1090 W400 D370
Colour: Black White

Quantity
Colour



Corrine Bar Stool
£68.00

Dimensions:
H820 W375 D375
Colour: Black White Brown
Cream

Quantity
Colour



Zeta Bar Stool
£42.00

Dimensions:
H770 W360 D360
Colour: White Black Blue
Orange Red

Quantity
Colour



Tables



Surf Chrome
Table
£70.00

Dimensions:
H740 D800
Top Colour: White
Black Beech Walnut

Quantity
Colour



Surf High Table
£88.00

Dimensions:
H1100 D600
Top Colour: White Black
Beech

Quantity
Colour



Included in Bronze Silver & Gold Packages



Corrine High
Dining Table
£244.00

Dimensions:
H1075 D800 W2000
Colour: White

Quantity
Colour



Excludes Corrine Bar Stools

White



Corrine Bar Table
£124.00

Dimensions:
H1075 W800 D800
Colour: White

Quantity
Colour



White

Extras



Waste Bin
£10.00

Quantity
Colour



Black



Carrier Bag Stand
£38.00

Dimensions:
H990 W510 D510
Colour: Silver

Quantity
Colour



Silver



Literature Stand
£90.00

Dimensions:
H1160 D600 W1200
Colour: White Black
Silver

Quantity
Colour



Under Counter
Fridge
£116.00

Dimensions:
H910 D600 W900

Quantity
Colour



White

Excludes 500w (2amp) Power Supply

Order Deadline: 23/04/2026

Quick Order Our Most Popular Furniture Products

✓ Tick To Order - Confirm Quantity - Confirm Colour

To See The Full Range Of Furniture Available For This Show Request
The **Moyne 2026 Furniture Brochure** E: info@moyne.co.uk

Cupboards

Lockable Cupboard
£114.00



Dimensions:
H1100 W800 D470
Colour: White Black Beech



Quantity

Colour

Lockable Cupboard With Front
Graphic Panel
£203.00



Not suitable for
housing sockets



Quantity

Colour

Cupboard Dimensions: H1100 W800 D470
Colour: White Black Beech
Artwork Dimensions: 800mm w x 1100mm h

Lockable Cupboards x 2 With
Double Front Graphic Panel
£317.00



Quantity

Colour

Cupboards Dimensions: H1100 W800 D470
Colour: White Black Beech
Artwork Dimensions: H1100 W1600

Lockable Cupboard Side Panels
£48.00 (per side)



Quantity

Artwork Dimensions: H1100 W470

Counters

Corinne Bar Unit
£328.00



Quantity

Dimensions:
H1160 D600 W1200
Colour: White

Corinne Bar Unit With Front Graphic
£451.00



Quantity

Dimensions:
H1160 D600 W1200
Colour: White
Artwork Dimensions: H1055 W1205

Reception Desk
£146.00



Quantity

Dimensions:
H090 D600 W1000
Colour: White
Artwork Dimensions: H1055 W1205

Reception Desk With Front Graphic
£271.00

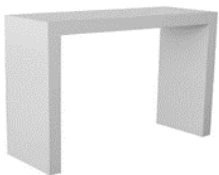


Quantity

Dimensions:
H090 D600 W1000
Colour: White
Artwork Dimensions: H1090 W1000

Tables & Demo

Levante High Bar Table
£258.00



Quantity

Colour

Dimensions:
H1100 D600 W1700
Colour: White Black

Levante High Bar Table
With 1 x Leg Side Graphic
£383.00



Quantity

Colour

Dimensions:
H1100 D600 W1700
Colour: White Black
Artwork Dimensions:
H1100 W600

Demo Desk
£122.00



Quantity

Colour

Dimensions:
H910 W900 D600
Colour: Blue Purple Black Silver White

Demo Desk With Front Graphic
£211.00



Quantity

Colour

Dimensions:
H910 W900 D600
Artwork Dimensions: H910 W900
Colour: Blue Purple Black Silver White

About Shell
Scheme
Packages

Choose
Basic
Package

Choose
Bronze
Package

Choose
Silver
Package

Choose
Gold
Package

Gallery

Choose
Carpet Vinyl
& Floors

Add
Electrics

Add
Furniture

Add
Furniture +
Graphics

Add
Standfittings
TV's &
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This section provides the option to add standfittings to your package.
*If items shown in this section are included in your package you do not need to reorder in this section. Tick ✓ to order and specify quantity required

Stand Fittings TV's & Graphics

A stand plan showing the position of all items fixed to stand walls must be submitted. This could be the position of a TV, shelves, hanging rails or storeroom.
To go to the plan provided for your use [CLICK HERE](#)

Add Storeroom

Comprises of White Wall Panels & Lockable Door

- Storeroom doors, which include a regulation vision panel, are lockable and **open inwards**
- Storerooms utilise existing walls to form the storeroom. Should a designated open side be closed to form the storeroom extra wall panels will be required - See Add Panels
- Storerooms are ideal for mounting 47" TV's to 1m end
- Provide storeroom location and door positioning on your **Layout Plan**. To go to **Plan** [CLICK HERE](#)



Storeroom 1m x 1m £195.00
Includes 1 x 1m Panel & 1 x Lockable Door

Storeroom 1m x 1.5m £225.00
Includes 1 x 1m Panel + 1 x 1.5m Panel & 1 x Lockable Door

Storeroom 1m x 2m £260.00
Includes 2 x 1m Panel & 1 x Lockable Door

Storeroom 2m x 2m £325.00
Includes 3 x 1m Panel & 1 x Lockable Door

Add Storeroom Door Graphics

Graphics panels cover standard white panels



Artwork Sizes:

Top Panel
970mm w x 410mm h

Middle Panel
615mm w x 960mm h

Bottom Panel
790mm w x 775mm h

Price £285.00

Add Shell Scheme Wall Panels



- Extra panel to close open side or divide stand
- Includes 1 x Panel and Metalwork

Price Per Panel £60.00

Quantity

Add Shelves



- Flat Shelves **£49.00**
- White Melamine
 - 967mm wide x 300mm deep
 - Installed pole to pole



- Sloping Shelves **£49.00**
- White Melamine
 - 300mm deep x 967mm wide x 14mm lip
 - Installed pole to pole

Select Shelf Type & Specify Quantity

Quantity

Flat Shelf

Sloping Shelf

Add Hanging Rails



- Aluminium
- Price per 1 metre length
- Set 280mm from wall
- Height & Panel location required

Quantity

Add Reinforced Panel

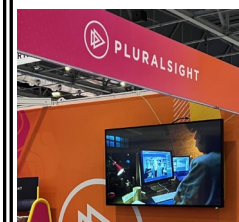


- 12mm MDF panel replaces foamex panel
- Required for mounting own TV's or product to stand walls
- Positioning of Reinforced Panel must be provided on Stand Positioning Diagram

Price Per Panel £90.00

Quantity

Add TV's & Mounting Panel



- USB & HDMI compatible
- **Price includes Reinforced Panel for wall mounting**
- Includes technical support
- Installed to bracket over graphics
- 55" TV cannot go on gangway end panels
- TV size and positioning guide provided

46" £599.00 55" £799.00

Select Screen Size & Specify Quantity

Quantity

46"

55"

Add Foamex Graphics Wall Panels

Foamex Graphics Panels are included in the **Basic & Bronze Packages**



- 3mm rigid Foamex panels printed in full colour
- Panels inserted between the shell scheme poles which have a higher profile than the panels. Poles are visible between each graphics panel.

For best results avoid running text across panels. Text will be distorted by poles separating the panels

To check how many panels you have on your stand [CLICK HERE](#)

Price Per Panel £185.00

Panel Artwork Size: 970mm x 2350mm

Quantity

Add Graphics Fascia Overlay

Graphics Fascia Overlay is included in the **Bronze Silver & Gold Packages**

- Replaces Standard Nameboard
- Same artwork applicable for each open side
- 300mm deep foamex installed with Velcro



To check how many metres of Fascia Overlay you have on your stand [CLICK HERE](#)
Price Per Metre £70.00

Quantity

Add Seamless Fabric Wall Graphics

Seamless Fabric Wall Graphics are included in the **Silver & Gold Packages**

- High quality print to the width and height of walls
- Covers shell scheme poles

To check metres required for your stand [CLICK HERE](#)

Price per metre £225.00

Artwork specifications provided on order confirmation



Quantity

About Shell
Scheme
Packages

Choose
Basic
Package

Choose
Bronze
Package

Choose
Silver
Package

Choose
Gold
Package

Gallery

Choose
Carpet Vinyl
& Floors

Add
Electrics

Add
Furniture

Add
Furniture +
Graphics

Add
Stand fittings
TV's &
Graphics

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Top Tips

Keep Messages Short to the top of the design and away from obstructions such as tables, chairs, counters and product displays

Put Key Messages And Your Brand On Gangway Wall Ends This way they are visible from all directions

Choose A Small Number Of High Quality, High Resolution Striking Images to make an instant impression. Using one large high resolution image over a large area will create the greatest impact

Use Bold Colours Select 2 or 3 that work well with your corporate / brand colours. Use the selected colours as background for wall graphics artwork and match to counter front artwork.

Use Large, Clear Fonts that can be seen from a distance. Try not to use drawn-out paragraphs of copy, passers-by won't have enough time to read it all

Contain Foamex Panel Artwork Copy Within Each Panel the shell scheme poles between each panel will distort copy carried panel to panel

Plan Your Stand Layout Before Designing Artwork People, displays and furniture restrict the visibility of designed artwork. Take into consideration placement of items and people on the stand space

Artwork design should always be briefed after the layout of your stand has been confirmed

PACKAGE	M2	OPEN SIDES	DIMENSIONS	GRAPHICS PANELS	FASCIA OVERLAY QUANTITY & SIZE	SEAMLESS FABRIC ARTWORK SIZES - 50MM BLEED MUST BE ADDED
PACKAGE 1	4	2	2M X 2M	4	2 @ 2000mm x 300mm	2m Walls x 2 @ 1945mm x 2492mm
PACKAGE 2	6	1	3M X 2M	7	1 @ 3000mm x 300mm	3m Wall x 1 @ 2915mm x 2492mm 2 x 2m Walls @ 1925mm x 2492mm
PACKAGE 3	6	2	3M X 2M	5	1 @ 3000mm x 300mm 1 @ 2000mm x 300mm	3m Wall x 1 @ 2935mm x 2492mm 2m Wall x 1 @ 1945mm x 2492mm
PACKAGE 4	6	3	3M X 2M	3	1 @ 3000mm x 300mm 2 @ 2000mm x 300mm	3m Wall x 1 @ 2955mm x 2492mm
PACKAGE 5	8	1	4M X 2M	8	1 @ 4000mm x 300mm	4m Wall x 1 @ 3905mm x 2492mm 2 x 2m Walls @ 1925mm x 2492mm
PACKAGE 6	8	2	4M X 2M	6	1 @ 4000mm x 300mm 1 @ 2000mm x 300mm	4m Wall x 1 @ 3925mm x 2492mm 2m Wall x 1 @ 1945mm x 2492mm
PACKAGE 7	8	3	4M X 2M	4	1 @ 4000mm x 300mm 2 @ 2000mm x 300mm	4m Wall x 1 @ 3945mm x 2492mm
PACKAGE 8	9	1	3M X 3M	9	1 @ 3000mm x 300mm	3m Walls x 3 @ 2915mm x 2492mm
PACKAGE 9	9	2	3M X 3M	6	2 @ 3000mm x 300mm	3m Walls x 2 @ 2935mm x 2492mm
PACKAGE 10	9	3	3M X 3M	3	1 @ 3000mm x 300mm	3m Wall x 1 @ 2955mm x 2492mm
PACKAGE 11	10	2	5M X 2M	7	1 @ 5000mm x 300mm 1 @ 2000mm x 300mm	5m Wall x 1 @ 4915mm x 2492mm 2m Wall x 1 @ 1945mm x 2492mm
PACKAGE 12	10	3	5M X 2M	5	1 @ 5000mm x 300mm 2 @ 2000mm x 300mm	5m Wall x 1 @ 4935mm x 2492mm
PACKAGE 13	12	1	4M X 3M	10	1 @ 4000mm x 300mm	4m Wall x 1 @ 3905mm x 2492mm 2 x 3m Walls @ 2915mm x 2492mm
PACKAGE 14	12	2	4M X 3M	7	1 @ 4000mm x 300mm 1 @ 3000mm x 300mm	4m Wall x 1 @ 3925mm x 2492mm 3m Wall x 1 @ 2935mm x 2492mm
PACKAGE 15	12	3	4M X 3M	4	1 @ 4000mm x 300mm 2 @ 3000mm x 300mm	4m Wall x 1 @ 3945mm x 2492mm
PACKAGE 16	15	2	5M X 3M	8	1 @ 5000mm x 300mm 1 @ 3000mm x 300mm	5m Wall x 1 @ 4915mm x 2492mm 3m Wall x 1 @ 2935mm x 2492mm
PACKAGE 17	15	3	5M X 3M	5	1 @ 5000mm x 300mm 2 @ 3000mm x 300mm	5m Wall x 1 @ 4935mm x 2492mm
PACKAGE 18	16	2	4M X 4M	8	2 @ 4000mm x 300mm	4m Wall x 2 @ 3925mm x 2492mm
PACKAGE 19	16	3	4M X 4M	4	3 @ 4000mm x 300mm	4m Wall x 1 @ 3945mm x 2492mm
PACKAGE 20	18	2	6M X 3M	9	1 @ 6000mm x 300mm 1 @ 3000mm x 300mm	6m Wall x 1 @ 5905mm x 2492mm 3m Wall x 1 @ 2935mm x 2492mm
PACKAGE 21	18	3	6M X 3M	6	1 @ 6000mm x 300mm 2 @ 3000mm x 300mm	6m Wall x 1 @ 5925mm x 2492mm
PACKAGE 22	20	2	5M X 4M	9	1 @ 5000mm x 300mm 1 @ 4000mm x 300mm	5m Wall x 1 @ 4915mm x 2492mm 4m Wall x 1 @ 3925mm x 2492mm
PACKAGE 23	20	3	5M X 4M	5	1 @ 5000mm x 300mm 2 @ 4000mm x 300mm	5m Wall x 1 @ 4935mm x 2492mm

Stand Order Checklist

1. Where a Package has been selected – **Basic**, **Bronze**, Silver or **Gold** ensure the order box has been ticked
2. **Bronze** Silver & **Gold** Packages must specify the preferred colour of package furniture as **Black** or **White**.
4. Where additional orders have been placed please ensure that **the order box is ticked** and where applicable the quantity and colour have been specified

Next Steps

1. The Moyne Customer Service Team will verify and total your order. They will revert back with any questions concerning the package or additional items selected. We never raise a Proforma invoice without being 100% sure your order is correct.
2. On order confirmation you will receive:
 - An itemised Proforma invoice and secure card payment link. You have the option to pay via card or bank transfer
 - Graphics Artwork Templates & Artwork Delivery Instructions

Information We Require From You

1. Your graphics artwork by the deadline as specified on the Home Page of this brochure.
2. The required position of power sockets. If you are happy for us to place sockets at our discretion, we do not require this information. Charges apply for moving sockets once installed
3. 40mm Floor Orders - the position of all sockets and for stands over 15m² the position of the 1m wide x 1m deep access ramp
4. Stand Plans for the positioning of items such as Shelves, Storerooms, TV's Lockable Cupboards, Levante Bar Tables, Corinne Bar Units, Reception Counters. Please note that we do not set out tables and chairs to plan but where graphics have been ordered for large furniture items we do require the position in order to install the graphic

Click [HERE](#) to go to blank layout plan

We are here to assist you with your stand planning and stand orders. Simply email questions to info@moye.co.uk

Your Details

Exhibition / Event Information

Exhibition Name	
Stand Number	

Personal Information

Name	
Email	
Phone Number	

Company Invoice Information

Company Name	
Company Address	
Company Address	
City	
Postcode	
Country	
Tax Number	
*To be exempt from UK Value Added Tax Companies Registered Outside The UK Must Provide EU Company Tax Reference Number	

Payment Information

- 100% remittance is required with all orders
- Payment must be received, for items where a Booking Rate is specified by 5pm on the date the Booking Rate expires. Should payment not be received by the deadline the order will be cancelled and reissued at the higher rate.
- Exhibitors who require Moyne to register as Supplier or raise internal Purchase Order requests should leave at least 3 working days for this process to be completed prior to any deadlines. Moyne is not responsible for the internal processes of Organisations which may lead to missed payment deadline dates or surcharges.
- We reserve the right to charge a £10.00 administration fee for the completion of complex supplier registration forms.
- Orders are confirmed, upon receipt of payment, via a UK VAT Invoice. This is our confirmation to you that your order has been successfully processed. The VAT invoice is your record of items that will be delivered to your stand onsite. Please check the details carefully.

- Deadlines for order confirmation and payment are issued to ensure sufficient time to fulfil the order. Should order or payment deadlines be missed Moyne cannot guarantee that the order will be fulfilled. Graphics are not printed without full payment.
- 20% surcharges are applicable to electrical and furniture items ordered onsite. To avoid surcharges please pre book these items

Terms & Conditions

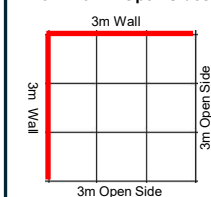
By placing an order with Moyne Live Limited your purchase is subject to our Terms and Conditions of Sale.

To view the Moyne Live Terms CLICK [HERE](#)

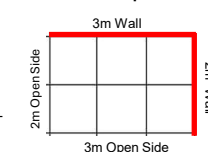
Example Stand Wall Plans

The plans below show Shell Scheme Walls to designated closed sides. Check the configuration of your stand space then use the blank plan on the next page to draw your stand and walls and add positions of furniture, TV's and power sockets

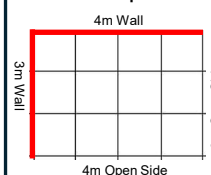
3m x 3m 2 Open Sides



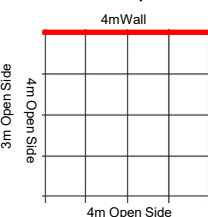
3m x 2m 2 Open Sides



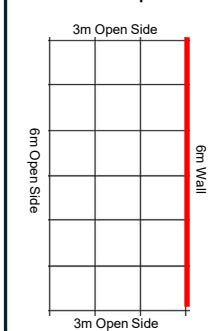
4m x 3m 2 Open Sides



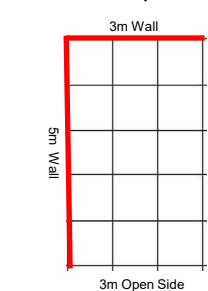
4m x 4m 3 Open Sides



6m x 3m 3 Open Sides



5m x 3m 3 Open Sides



Click [HERE](#) to go to blank plan

Designing A Stand To Meet Your Requirements

Your perfect stand should not only be pleasing to the eye but functional and designed to meet the requirements of your participation on 4 levels: People, Product Display & Brand.

Before planning your stand layout develop a checklist of requirements for each level:

PEOPLE : VISITORS

Hospitality: Food / Coffee
Furniture : Tables, Chairs, Stools, Sofas, Benches, Reception Counter
Meeting Room / VIP Area
Give Aways
Product Demonstration
Interactive Participation : Demonstrations, Presentations

PEOPLE : STAND STAFF

Coats / Bags
Seating
Product Demonstrations, Presentations

PRODUCT

Product Placement : Shelving, Display Cases
Product Logistics : Power, Display Screens
Product Storage : Lockable Cupboard, Storeroom
Product Delivery & Collection : When, How?

DISPLAY

Give Aways
Marketing Collateral
Product : Shelves, Plinths, Mounted, Hanging...

BRAND

Messages
Guidelines : Colours, Logo, Brand / Product
Product Placement
Visual : Imagery Printed
Visual: Electronic

- Over crowded badly planned stands are a deterrent to entry by visitors.
- Improve the flow of your display area by ensuring there are limited physical obstructions or barriers to entry.
- People take up room so always factor in room for your stand personnel and visitors entering your space.

Your Stand Details

Exhibition*

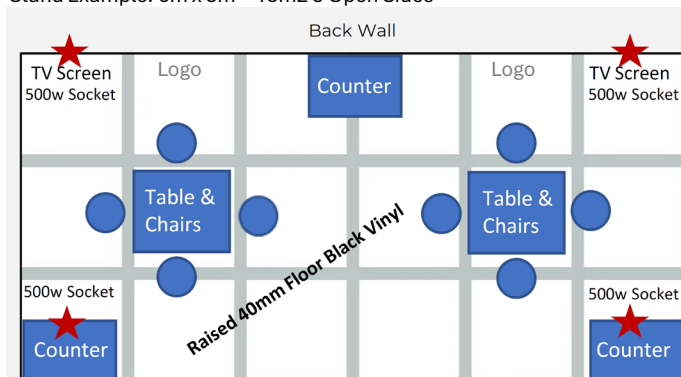
Stand Number*

40mm Raised Floor Y / N

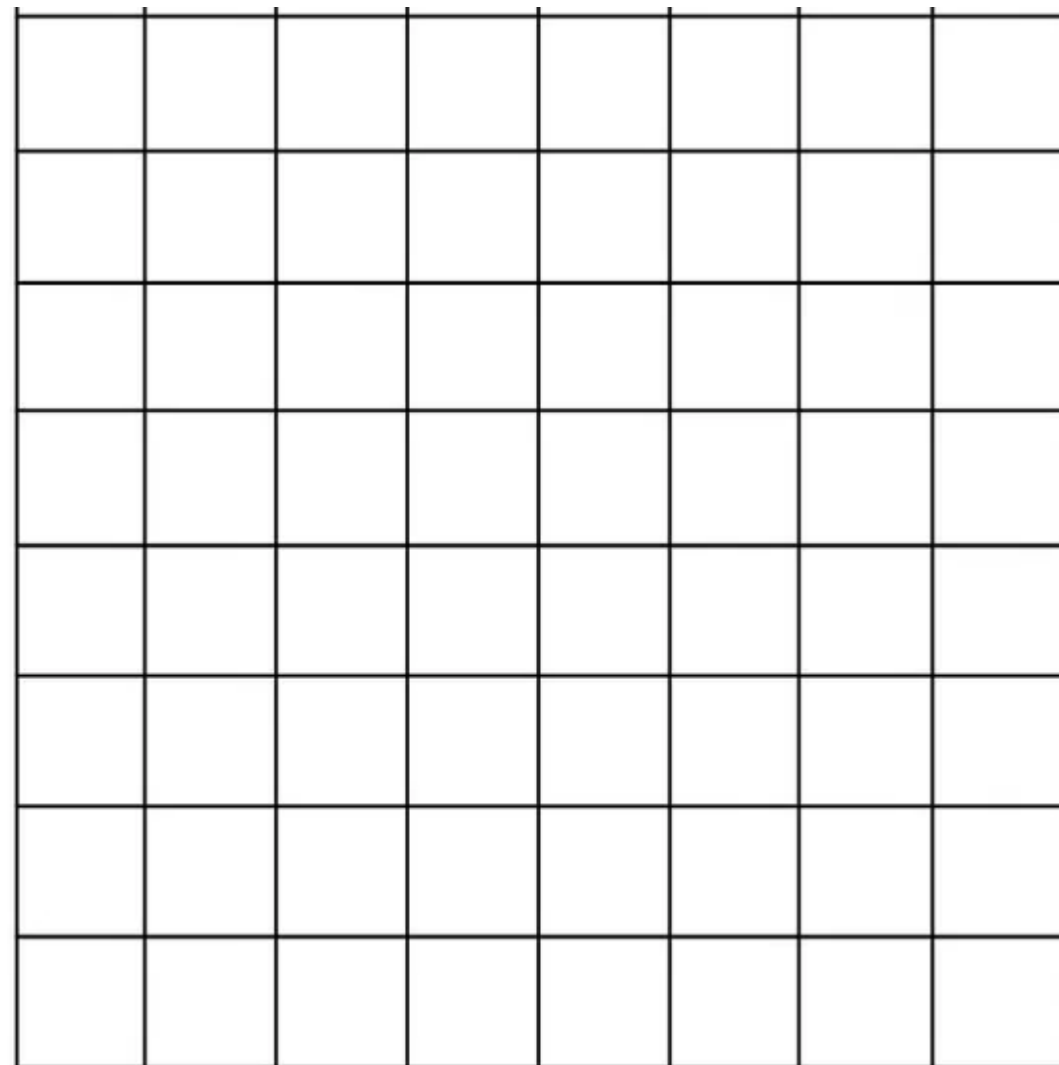
- Print this plan or use PDF edit function
- Draw your stand space on the grid opposite – 1 square = 1m. A 4m x 3m stand would be 4 squares by 3 squares
- Your layout plan should be completed (hand drawn is fine) scanned or photographed and returned to us together with your stand order.
- Heavy items such as Cupboards & Counters, due to weight, will be positioned on your behalf so please provide required positioning.
- Take into consideration that without a 40mm Raised Floor power cables are not permitted to run across stand floor space. Appliances requiring power are best positioned against Stand Walls.
- To provide the correct orientation of the stand refer to the show floorplan for surrounding stands. To request a copy of the latest floorplan email info@moyne.co.uk
- Remember to take a copy of your plan to the show

Example Stand Layout Plan

Stand Example: 6m x 3m = 18m² 3 Open Sides



Your Stand Layout Plan



About Shell
Scheme
Packages

Choose
Basic
Package

Choose
Bronze
Package

Choose
Silver
Package

Choose
Gold
Package

Gallery

Choose
Carpet Vinyl
& Floors

Add
Electrics

Add
Furniture

Add
Furniture +
Graphics

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Account

Moyne

Contact Us E: info@moyne.co.uk T: +44 (0) 208 997 8596

Terms & Conditions Of Hire

1a. In placing a client order with Moyne Live Limited (Moyne) the client accepts, with no reservations, that these Terms & Conditions of business take the place of any other document, prior written or oral; agreement, as well as the client's terms & conditions of purchase or hire.

1b. Moyne's Terms & Conditions of business can only be amended in writing.

1c. The contract will be interpreted and applied in accordance with English Law and the parties to the contract agree to submit to the exclusive jurisdiction of the English Courts.

2a. Except where stated, Moyne's Terms & Conditions of business for the placing of client's orders, their variation and cancellation, will apply to pre payment order forms, site orders and electronic sales orders.

2b. In the event that you cancel an order, even if only advised orally, you will be liable for any work put in hand in order to meet the timescales necessary to complete work to the deadlines of the event for which the work is intended.

2c. Acceptance of a client order will be conditional on timing and on stock availability. Moyne reserves the right to supply in lieu and in place of the equipment ordered, any similar equipment fit for the general purpose of the required items of equipment or service.

2d. In the event of cancellation of a client order by a client, the client will pay to Moyne the labour and material costs of any work undertaken by Moyne in order to fulfill the client order, at Moyne's fully costed rates.

2e. In the event that a client order is cancelled 14 working days prior to build up of event they will be entitled to a 100% refund less administrative costs. (Bespoke items including Custom Build Stands, are chargeable @ 100% cancellation from the time the order is confirmed)

2f. In the event that a client order is cancelled less than 14 working days prior to build the client will be charged 100%.

2g. If for any reason the exhibitor withdraws from the exhibition or the exhibition is cancelled or postponed less than 14 working days prior to build up of show the client will be charged 100%.

2h. Any client order placed on site will be charged at the surcharged price as detailed in the exhibitor manual or as detailed on any prepayment order form.

3a. All prices are exclusive of VAT.

3b. Where a client wishes to amend a client order after work has started on site, the client will be charged in accordance with the terms set out below, for changed client orders. Moyne will only proceed to make any change after a on site order has been signed by the client's representative.

4a. It is the duty of the hirer to provide at such event or exhibition, a duly authorized representative to accept the furnishings and to give written receipt. If the hirer fails to provide for this, he will not be permitted to dispute subsequently the facts of the delivery and be deemed to have accepted the delivery and these conditions.

4b. In the event of non delivery or if the client is not satisfied that the goods or services that have been ordered are delivered in conformity to the Quotation then a member of the Moyne site team must be notified before the open period of the event. If the client is not satisfied with the remedial action taken by Moyne, the matter should be addressed with the senior member of the Moyne site team. 4c. In the event of a dispute that cannot be resolved on site, the client will submit their complaint in writing to Moyne within seven days of the opening of the event. Moyne will consider the complaint and respond to the client within 10 working days.

4d. No complaint will be addressed unless it has been brought to the attention of Moyne's team on site before the open period of the event and a docket has been provided by the Service Desk detailing the complaint before the open period of the event.

4e. If, after return, apparently malfunctioning products are found by Moyne to be to specification and fully operational, then the client will be charged for Moyne's costs in recovering and replacing the item with all costs calculated at the Moyne fully costed rate.

4f. Once the contract is complete, the client will not be able to claim "force majeure" or an act of God against Moyne, as Moyne will be considered to have performed its contractual obligations.

5. Our quoted prices are based on the current costs of materials and labour. We reserve the right to pass on any increase in same, which occur prior to the completion of any work.

6. We do not accept liability for damage to property or goods caused as a result of equipment not provided by Moyne but sourced from a third party.

7. We do not exclude our liability in respect of death or personal injury resulting from negligence by ourselves (but not subcontractors, if any).

8. We do not exclude our liability for loss or damage to exhibits or property of the customer where it has been caused by our negligence, provided that a claim is made within 14 days of the problem being brought to our attention.

9. We reserve the right to charge the customer for any additional costs incurred by works carried out in accordance with a request from any health or safety organisation.

PAYMENT

10a. Unless otherwise agreed, all client orders for items ordered from pre payment forms must be accompanied by full payment.

b. In the event of non payment within the terms detailed on our order form Moyne reserve the right to withhold the goods or services that have been ordered.

c. In the event of late payment, with reference to the terms detailed on Moyne's order form, Moyne reserves the right to charge interest of 3% p.a. over the NATWEST base rate until paid.

11. Save as expressly provided in all these Terms & Conditions, the client shall indemnify Moyne against all actions, claims and demands whatsoever arising from any loss or damage of whatsoever nature suffered by any party as a result of its conduct in completing the contract or complying with any event or site conditions.

12. The client will be responsible for the safety of Moyne's property throughout the duration of the event and will be responsible for any damage for Moyne's property caused by the actions of the client or its customers.

13. Moyne provides all goods, including complete stand structures on hire only and the client undertakes:

a. To use the equipment in accordance with its usual purpose, to do nothing nor allow anything to be done that could lead to its damage or its disappearance, to give it the normal maintenance required, to keep it and to return it in good working order and clean, and to respect Moyne's particular recommendations, specific advice for use, and appropriate warnings which it acknowledges having read notably in these Terms & Conditions, the specifications sheets, and/or the documents that were handed over to it on delivery.

b. Not to carry out any modification or repair to Moyne's property, however small.

c. Not to nail, apply adhesive or paint, or damage Moyne's property in any way without Moyne's agreement or the express permission as set out in the exhibitor manual for the event.

d. To allow any of Moyne's representatives or persons authorized by the latter, unrestricted access to the equipment installed for the purposes of maintenance and to take any necessary steps to make their mission easier.

e. To return goods to Moyne free of any object.

f. To be responsible for any electrical item connected to a socket or mains connections installed by Moyne and to accept full responsibility and all consequential costs resulting from the connection of a faulty or inappropriate electrical item connected to a socket or mains connection installed by Moyne.

g. To pay Moyne the cost of repair or replacement (as appropriate) for any item damaged whilst in the care of the client however caused.

14. All goods, materials, plant or machinery supplied by Moyne, shall be on hire unless otherwise stated. The period of hire will be the duration of the event unless otherwise stated. Moyne shall enter the site to collect and to remove its property as soon as permitted after the end of the open period.

Moyne Live Limited may on occasion sub contract services from a third party supplier. In the event of any dispute Moyne Live Limited will be responsible under the terms and conditions provided opposite for managing the dispute process and where required providing a refund. Please note the following which is applicable to all items purchased or hired from Moyne:

Complaints & Refunds Procedures

Issues with regard to product delivery, product installation or any other factor that means that there is less than 100% satisfaction with the product(s) supplied **MUST** be brought to the attention of the Moyne Service Desk staff or Moyne Show Manager **PRIOR TO THE OPENING OF THE SHOW.**

Moyne will not consider requests for compensation after the show without a record of the issue being addressed, with time to remedy the issue, before show opening.

Contact Information

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This extract of Moyne's Terms of Business summarises the principal matters relating to the provision of shell scheme fittings, electrical services, furniture hire, floor coverings and custom build stands. At all times Moyne Live Limited's full Terms of Business will apply and this extract is for the client's convenience. A copy of the full Terms can be obtained by calling our offices.