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|  | Health and Safety Declaration  Please return this form to [ltops@closerstillmedia.com](mailto:ltops@closerstillmedia.com) |

Must be completed by ALL exhibitors Deadline Date: 14/09/2022

**FAILURE TO COMPLETE THIS DECLARATION WILL RESULT IN REFUSAL TO EXHIBIT**

Every exhibitor, contractor, supplier, and agent onsite must comply with the Health & Safety at Work Act (1974) and its subordinate legislation. All persons onsite accept that it is their legal and moral responsibility to ensure that their own and others' health and safety are not put at risk by their actions (or in actions) throughout the tenancy of the event. It is also the responsibility of the exhibitor to ensure that their appointed contractors are aware of the health & safety risks, and control measures applicable to this event.

Risk Assessments: All exhibitors must complete a risk assessment for the event, which covers all activities taking place on their stand during the open period of the event. Exhibitors must show it onsite if called upon to do so. Failure to produce a risk assessment upon request will result in all affected activity ceasing with immediate effect, until a risk assessment has been completed to the satisfaction of the Organiser. We have provided a risk assessment template within the technical manual to help you.

Please note: if you have booked a space only stand, in addition to the risk assessment required above, whoever is building the stand (either yourself or a contractor) will need to submit a detailed risk assessment and other supporting documentation to cover the activities during the build and breakdown.

Insurance: Exhibitor insurance policies do not cover the activities of stand contractors and any consequent sub-contractors. As such, contractors are required to submit proof that they have adequate insurance cover. It is the exhibitor's responsibility to ensure that any appointed contractors and agents have and submit the relevant documentation. We recommend that:

* Contractors erecting complex structures should have a minimum of £5 million public liability insurance and must be able to provide proof of their employer liability insurance. For further information on what constitutes a complex structure, please refer to the technical manual.
* Contractors erecting standard structures should have a minimum of £2 million public liability insurance and must be able to provide proof of their employer liability insurance.

1. Please confirm that you have read and understood the Health & Safety section of this manual, and where necessary completed a and a Risk Assessment\*.

* I confirm

2. Please complete the information below:

Company Name:

Stand Number:

Mobile Number & Name of Onsite Contact:

Email:

2. You are required to notify the Organisers of any activities or demonstrations taking place on your stand at the exhibition. Please tick all activities and demonstrations below that apply.

* Animals
* AV
* Award Ceremonies
* Balloons
* Celebrity Guests
* Dangerous exhibits i.e. sharp tools
* Food and Drink
* Inflatable Structures
* Laser Products
* Mechanical Equipment
* Music
* Naked flames and pyrotechnics
* Objects of high value
* Performers
* Placebos
* Product sampling
* Seminars
* Treatments
* Vehicles
* Water and Waste
* Water feature
* None
* Other (Please Specify)

4. Please provide any further information regarding your stand activities below:

5. Please confirm that you have read and understood the health & safety section within the technical manual, and completed a risk assessment to cover the open period of the event:

* I confirm