



HOME

COUNTERS

Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

FURNITURE

Accessories
Cupboards & Desks
Chairs
Deluxe
Furniture Packages
Reception Counters
Stools
Tables

GRAPHICS

Fabric – Tension Walls
Foamex Wall Panels
Freestanding Graphics
Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK



GETTING STARTED

EVERYTHING IN PINK IS A LINK

THIS IS AN EDITABLE, INTERACTIVE MICRO SITE PDF

Just like a website click on the links, in PINK to navigate

- TO LOCATE PRODUCTS
Click on TOOL BAR product listings, top of each page, in PINK
- TO ORDER
Tick item & enter requirements in product boxes
- TO COMPLETE ORDER
Set up your account in ORDER & PAYMENT
Provide positioning of items EXHIBITOR LAYOUT PLAN
Provide NAMEBOARD PRINT REQUEST
SAVE PDF TO YOUR FILES & EMAIL TO INFO@MOYNE.CO.UK



RESOURCES

CONFUSED?

ELECTRICS UNPLUGGED

EXAMPLE STAND LAYOUT PLAN

GALLERY : SHELL SCHEME

GALLERY : LIGHTBOX STANDS

SHELL SCHEME SPECIFICATIONS

SUSTAINABILITY

VISUALISE YOUR STAND

EXHIBITING : OUR TOP TIPS

- BUDGETING YOUR PARTICIPATION

- CREATIVE DESIGN RULES

- MARKETING & PR

- PLANNING YOUR STAND

- STAND PERSONNEL

- STAND HOSPITALITY

TERMS & CONDITIONS OF SALE

QUICK ORDER GUIDE

ORDER A 'WALK ON' ALL INCLUSIVE PACKAGE BRONZE SILVER OR GOLD OR ORDER INDIVIDUAL PRODUCTS FROM THE PRODUCT LIST ON THE TOOL BAR



5 THINGS YOU NEED TO KNOW BEFORE ORDERING

1. STAND SIZE & CONFIGURATION BOOKED
Not sure? E: info@moyne.co.uk T: +44 (0) 208 997 8596
2. WHAT YOUR SHELL SCHEME STAND WILL LOOK LIKE
See VISUALISE YOUR STAND
3. YOUR STAND PLAN
See PLANNING YOUR STAND & blank EXHIBITOR LAYOUT PLAN
4. STAND DESIGN PRODUCTS REALISED ON BUILT STANDS
See SHELL SCHEME GALLERY
5. WHAT YOUR STAND DESIGN WILL COST? & YOUR BUDGET
See BUDGETING YOUR STAND & prices provided in BRONZE SILVER & GOLD all inclusive 'Walk On' Packages

WE ADVISE ALL EXHIBITORS TO READ EXHIBITING : OUR TOP TIPS



CONFUSED?

Feeling overwhelmed by the options available and the way forward?

Take 5 minutes to read our 5 Simple Steps to successfully planning your stand

VISUALISE YOUR STAND

The first step before ordering any stand services is to know your stand footprint and what your shell scheme stand looks like 'dressed' and 'undressed' See VISUALISE YOUR STAND See GALLERY

WALK ON SHELL SCHEME PACKAGES

For ease of ordering we've bundled the most popular items ordered by exhibitors last year into stand size packages for this year. Simply tick the box to order all stand items. Choose from BRONZE SILVER & GOLD

WALK ON LIGHTBOX PACKAGES

Our stunning Lightbox Walls are the perfect solution for creating a stand out back drop for shell scheme and space only stands. Packages include Power, Furniture & Carpet

GET IN TOUCH



+ 44 (0) 208 997 8596



INFO@MOYNE.CO.UK

Moyne
shell scheme
Express Order Form



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Vinyl Woodplank + Raised Floors

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WALK ON SHELL SCHEME PACKAGES BRONZE

new



BRONZE PACKAGE

GALLERY

Examples of Walk On Package Stands

GET IN TOUCH

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BRONZE PACKAGE

WHAT'S INCLUDED?

NO REQUIREMENT TO ORDER ITEMS INDIVIDUALLY

- ELECTRICAL PACKAGE 1 X 500W SOCKET 1 X TRACK INC 3 X SPOTLIGHTS
FOAMEX GRAPHICS PANELS ALL WALLS 3MM RIGID HIGH QUALITY PRINTED PANELS
FURNITURE PACKAGE C 1 X HIGH TABLE WHITE 3 X ZETA BAR STOOLS WHITE
LOCKABLE CUPBOARD WHITE WITH GRAPHICS PACKAGE INCLUDES CUPBOARD FRONT GRAPHICS PANEL ARTWORK SIZE 800MM 1100MM
GREY CORD CARPET : PROVIDED WITH SHELL SCHEME BOOKING

Table with 6 columns: PACKAGE, M2, OPEN SIDES, DIMENSIONS, £ PRICE, PLACE ORDER

DEADLINE : 21ST FEBRUARY 2024

VISUALISE YOUR STAND

Before ordering a stand package it is essential to know your stand footprint, m2, dimensions & open sides and what your shell scheme stand looks like 'dressed' and 'undressed'

SHELL SCHEME STAND VISUALS GALLERY

FREQUENTLY ADDED PRODUCTS

- NAMEBOARD FASCIA OVERLAY
LOCKABLE CUPBOARD WITH FRONT GRAPHIC
TV & TV PANEL
STOREROOM
CORD CARPET COLOUR CHANGE
FURNITURE PACKAGE
POWER SOCKETS

ARTWORK SIZE GUIDE

FOAMEX GRAPHICS PANELS

970MM X 2350MM EACH PANEL

- Design wall panel artwork to the sizes above
File Type: High Resolution PDF
Allow 3mm bleed
Avoid running text panel to panel across panel dividing poles

COUNTER FRONT GRAPHIC

Front Panel = artwork 800mm x 1100mm

SUPPLYING ARTWORK

Email PDF Files / link to info@moyne.co.uk

Ensure artwork is to the correct size and high resolution.

To check file resolution increase PDF size to 400%. If the artwork is blurred / pixellated, it is not high resolution

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT CLICK HERE

GRAPHICS INSTALLATION

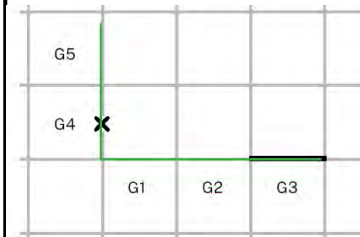
FOAMEX GRAPHICS PANELS

Graphics panels are installed prior to your arrival at the exhibition. The installation plan for your panels is required via either :

A : Full Stand Visual Supplied With Artwork



B: Panel Artwork Coded With Corresponding Plan



NEXT STEPS

- 1. Tell us your preferred positioning for :
Power Socket
Light Track (Standard position behind nameboard fascia)

EXHIBITOR USE STAND LAYOUT PLAN See EXAMPLE STAND LAYOUT PLAN

- 2. Artwork should be provided by the deadline for:
FOAMEX GRAPHICS PANELS
CUPBOARD FRONT PANEL

- 3. Provide Standard NAMEBOARD PRINT Instruction

WALK ON PACKAGES BOOKING INFORMATION

- To add additional products EITHER complete your order on this form OR email your additional product requirements with your Package Order to info@moyne.co.uk
To process your order and establish your account we require invoice details ORDER & PAYMENT
Walk On Packages prices are not applicable to Island / Stand Alone stands.
Package prices are based on exhibitors taking the package in its entirety as specified
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100% Cancellation Fee at deadline date
For stand sizes not provided opposite - contact us for a quotation



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Printed Carpet
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Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

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40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

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TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

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ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)

WALK ON SHELL SCHEME PACKAGES SILVER

new



SILVER PACKAGE + TV PACKAGE

GALLERY

Examples of Walk On Package Stands

GET IN TOUCH

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info@moynce.co.uk

SILVER PACKAGE

WHAT'S INCLUDED? NO REQUIREMENT TO ORDER ITEMS INDIVIDUALLY

- ELECTRICAL PACKAGE 1 X 500W SOCKET 1 X TRACK INC 3 X SPOTLIGHTS
- NAMEBOARD FASCIA OVERLAY REPLACES STANDARD NAMEBOARD **SILVER UPGRADE**
- TENSION FABRIC SEAMLESS GRAPHICS ALL WALLS **SILVER UPGRADE**
- FURNITURE PACKAGE A 1 X HIGH TABLE WHITE 3 X ZETA BAR STOOLS WHITE
- LOCKABLE CUPBOARD WHITE WITH GRAPHICS PACKAGE INCLUDES CUPBOARD FRONT GRAPHICS PANEL ARTWORK SIZE 800MM 1100MM

GREY CORD CARPET : PROVIDED WITH SHELL SCHEME BOOKING

PACKAGE	M2	OPEN SIDES	DIMENSIONS	£ PRICE	PLACE ORDER
PACKAGE 1	6	1	3M X 2M	2376	<input checked="" type="checkbox"/>
PACKAGE 2	6	2	3M X 2M	2076	<input type="checkbox"/>
PACKAGE 3	9	1	3M X 3M	2806	<input type="checkbox"/>
PACKAGE 4	9	2	3M X 3M	2356	<input type="checkbox"/>
PACKAGE 5	12	1	4M X 3M	3086	<input type="checkbox"/>
PACKAGE 6	12	2	4M X 3M	2636	<input type="checkbox"/>
PACKAGE 7	12	3	4M X 3M	1796	<input type="checkbox"/>
PACKAGE 8	15	1	5M X 3M	3366	<input type="checkbox"/>
PACKAGE 9	15	2	5M X 3M	2916	<input type="checkbox"/>
PACKAGE 10	15	3	5M X 3M	2076	<input type="checkbox"/>
PACKAGE 11	16	1	4M X 4M	3516	<input type="checkbox"/>
PACKAGE 12	16	2	4M X 4M	2916	<input type="checkbox"/>
PACKAGE 13	16	3	4M X 4M	1796	<input type="checkbox"/>
PACKAGE 14	18	2	6M X 3M	3196	<input type="checkbox"/>
PACKAGE 15	18	3	6M X 3M	2356	<input type="checkbox"/>
PACKAGE 16	20	2	5M X 4M	3196	<input type="checkbox"/>

DEADLINE : 21ST FEBRUARY 2024

VISUALISE YOUR STAND

Before ordering a stand package it is essential to know your stand footprint, m2, open sides & dimensions and what your shell scheme stand looks like 'dressed' and 'undressed'

[VISUALISE YOUR STAND GALLERY](#)

ARTWORK SIZE GUIDE

TENSION FABRIC WALLS

- 1m Wall = artwork 970mm x 2400mm
- 2m Wall = artwork 1940mm x 2400mm
- 2.5m Wall = artwork 2435mm x 2400mm
- 3m Wall = artwork 2930mm x 2400mm
- 3.5m Wall = artwork 3425mm x 2400mm
- 4m Wall = artwork 3920mm x 2400mm
- 4.5m Wall = artwork 4415mm x 2400mm
- 5m Wall = artwork 4910mm x 2400mm
- 6m Wall = artwork 5900mm x 2400mm

- Design wall artwork to the sizes above
- Allow 50mm bleed
- No Logos / Text within 125mm of edges

FASCIA OVERLAY

- 2m Fascia Side = artwork 2000mm x 300mm
- 3m Fascia Side = artwork 3000mm x 300mm
- 3.5m Fascia Side = artwork 3500mm x 300mm
- 4m Fascia Side = artwork 4000mm x 300mm
- 4.5m Fascia Side = artwork 4500mm x 300mm
- 5m Fascia Side = artwork 5000mm x 300mm
- 6m Fascia Side = artwork 6000mm x 300mm

- Same artwork all fascia's

COUNTER FRONT GRAPHICS

Artwork = 800mm wide x 1100mm high

FREQUENTLY ADDED PRODUCTS

Exhibitors ordering this package frequently add the following items to their order:

- LOCKABLE CUPBOARD WITH GRAPHIC CORD CARPET COLOUR CHANGE
- 18MM RAISED FLOOR PACKAGE
- 40MM RAISED FLOOR PACKAGE
- FURNITURE PACKAGE
- TV & TV PANEL
- POWER SOCKETS

*Tension fabric is not compatible with Shelves & Rails

GRAPHICS INSTALLATION

TENSION FABRIC

Tension Fabric is installed prior to your arrival at the exhibition. Where multiple wall fabrics are ordered our installers need to know which walls printed fabrics are applicable to

Supply a full stand visual or label each piece of artwork with the relevant wall label



SUPPLYING ARTWORK

Email PDF Files / link to info@moynce.co.uk

Ensure artwork is to the correct size and high resolution.

To check file resolution increase PDF size to 400%. If the artwork is blurred / pixellated, it is not high resolution

NEXT STEPS

1. Tell us your preferred positioning for:

- Power Socket
- Light Track (Standard position behind nameboard fascia)

EXHIBITOR USE STAND LAYOUT PLAN See [EXAMPLE STAND LAYOUT PLAN](#)

2. Artwork should be provided by the deadline for:

- WALL TENSION FABRIC
- FASCIA OVERLAY
- CUPBOARD FRONT PANEL

WALK ON PACKAGES BOOKING INFORMATION

To add additional products EITHER complete your order on this form OR email your additional product requirements with your Package Order to info@moynce.co.uk

To process your order and establish your account we require invoice details **ORDER & PAYMENT**

- Walk On Packages prices are not applicable to Island / Stand Alone stands.
- Package prices are based on exhibitors taking the package in its entirety as specified
- Refunds / cost variation calculations cannot be provided for items that are not required
- 100% Cancellation Fee at deadline date
- For stand sizes not provided opposite - contact us for a quotation



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Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

FURNITURE

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GRAPHICS

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Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

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WALK ON SHELL SCHEME PACKAGES

new

GOLD



GOLD PACKAGE + ADDITIONAL CUPBOARD & GRAPHIC

GALLERY

Examples of Walk On Package Stands

GOLD PACKAGE

WHAT'S INCLUDED?

NO REQUIREMENT TO ORDER ITEMS INDIVIDUALLY

ELECTRICAL PACKAGE 1 X 500W SOCKET 1 X TRACK INC 3 X SPOTLIGHTS

CORD CARPET CHOICE OF COLOUR FROM CARPET RANGE **GOLD UPGRADE**

NAMEBOARD FASCIA OVERLAY REPLACES STANDARD NAMEBOARD

TENSION FABRIC SEAMLESS GRAPHICS ALL WALLS

FURNITURE PACKAGE D 1 X HIGH TABLE 3 X BOW BAR STOOLS WHITE **GOLD UPGRADE**

LOCKABLE CUPBOARD WHITE GRAPHICS PACKAGE INCLUDES CUPBOARD FRONT GRAPHIC PANEL

TV PANEL & 50" TV **GOLD UPGRADE**

PACKAGE	M2	OPEN SIDES	DIMENSIONS	£ PRICE	Place Order <input checked="" type="checkbox"/>	CARPET COLOUR
PACKAGE 1	6	1	3M X 2M	3167		
PACKAGE 2	6	2	3M X 2M	2867		
PACKAGE 3	9	1	3M X 3M	3654		
PACKAGE 4	9	2	3M X 3M	3204		
PACKAGE 5	12	1	4M X 3M	3991		
PACKAGE 6	12	2	4M X 3M	3541		
PACKAGE 7	12	3	4M X 3M	2701		
PACKAGE 8	15	1	5M X 3M	4328		
PACKAGE 9	15	2	5M X 3M	3878		
PACKAGE 10	15	3	5M X 3M	3038		
PACKAGE 11	16	1	4M X 4M	4497		
PACKAGE 12	16	2	4M X 4M	3897		
PACKAGE 13	16	3	4M X 4M	2777		
PACKAGE 14	18	2	6M X 3M	4215		
PACKAGE 15	18	3	6M X 3M	3375		
PACKAGE 16	20	2	5M X 4M	4253		

DEADLINE : 21ST FEBRUARY 2024

CORD CARPET COLOUR OPTIONS



Subject To Availability

ARTWORK SIZE GUIDE

TENSION FABRIC WALL GRAPHICS

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 2.5m Wall = artwork 2435mm x 2400mm
 3m Wall = artwork 2930mm x 2400mm
 3.5m Wall = artwork 3425mm x 2400mm
 4m Wall = artwork 3920mm x 2400mm
 4.5m Wall = artwork 4415mm x 2400mm
 5m Wall = artwork 4910mm x 2400mm
 6m Wall = artwork 5900mm x 2400mm

- Design wall artwork to the sizes above
- File Type: High Resolution PDF
- Allow 50mm bleed
- No Logos / Text within 125mm of edges

FASCIA OVERLAY GRAPHICS

2m Fascia Side = artwork 2000mm x 300mm
 3m Fascia Side = artwork 3000mm x 300mm
 3.5m Fascia Side = artwork 3500mm x 300mm
 4m Fascia Side = artwork 4000mm x 300mm
 4.5m Fascia Side = artwork 4500mm x 300mm
 5m Fascia Side = artwork 5000mm x 300mm
 6m Fascia Side = artwork 6000mm x 300mm

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)

NEXT STEPS

1. Tell us your preferred positioning for:

- **Power Socket** (same position as TV)
- **Light Track** (Standard position behind nameboard fascia)
- TV Panel

EXHIBITOR USE LAYOUT PLAN
See **EXAMPLE LAYOUT PLAN**

2. Artwork should be provided by the deadline for:

- **WALL TENSION FABRIC**
- **FASCIA OVERLAY**
- **CUPBOARD FRONT PANEL**

WALK ON PACKAGES BOOKING INFORMATION

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- Refunds / cost variation calculations cannot be provided for items that are not required
- Gold Package TV will require use of the 500w Socket included in the Package. Add **POWER SOCKETS**
- **100% Cancellation Fee at Deadline Date**
- **Tension Fabric exhibitors to keep**

ARTWORK SIZE GUIDE

COUNTER FRONT GRAPHIC

Artwork = 800mm wide x 1100mm high

SUPPLYING ARTWORK

Email PDF Files / link to: info@moynce.co.uk

TV PANEL & ARTWORK

TV SIZE : 50" @ 1200mm x 680mm

TENSION FABRIC ARTWORK

Artwork should allow for the position / size of the TV

TV's are fixed with a bracket over the Tension Fabric

TV PANEL

TV's are installed to a wood panel. This replaces the standard 3mm foamex shell scheme panel. We need to know which panel on which wall the TV Panel is required See Guide: **TV PANELS & TV'S**

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WALK ON LIGHTBOX PACKAGES

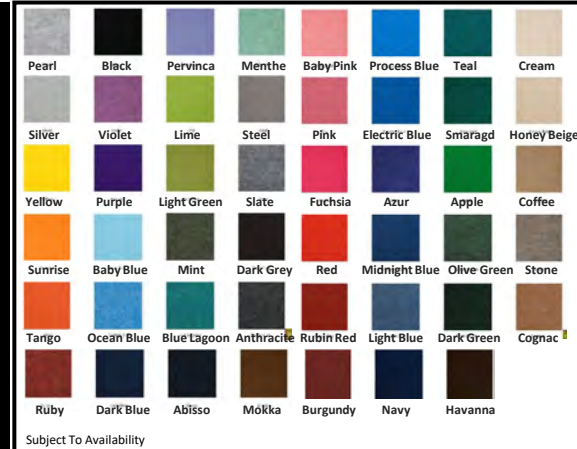
new

LIGHTBOX WALL PACKAGE SPECIFICATIONS

PACKAGE	M2	OPEN SIDES	STAND SIZE	LIGHTBOX WALL DIMENSIONS	£ PRICE	PLACE ORDER <input checked="" type="checkbox"/>	CARPET COLOUR
PACKAGE 1	6	2	3M X 2M	3M WALL = 2.8m Lightbox 2M WALL = 1.8m Lightbox	2032		
PACKAGE 2	9	1	3M X 3M	3M WALL = 2.8m Lightbox 3M WALL = 2.8m Lightbox 3M WALL = 2.8m Lightbox	2911		
PACKAGE 3	9	2	3M X 3M	3M WALL = 2.8m Lightbox 3M WALL = 2.8m Lightbox	2256		
PACKAGE 4	12	1	4M X 3M	4M WALL = 3.8m Lightbox 3M WALL = 2.8m Lightbox 3M WALL = 2.8m Lightbox	3175		
PACKAGE 5	12	2	4M X 3M	4M WALL = 3.8m Lightbox 3M WALL = 2.8m Lightbox	2520		
PACKAGE 6	12	3	4M X 3M	4M WALL = 3.8m Lightbox	1865		
PACKAGE 7	15	1	5M X 3M	5M WALL = 4.8m Lightbox 3M WALL = 2.8m Lightbox 3M WALL = 2.8m Lightbox	3449		
PACKAGE 8	15	2	5M X 3M	5M WALL = 4.8m Lightbox 3M WALL = 2.8m Lightbox	2794		
PACKAGE 9	15	3	5M X 3M	5M WALL = 4.8m Lightbox	2139		
PACKAGE 10	16	1	4M X 4M	4M WALL = 3.8m Lightbox 4M WALL = 3.8m Lightbox 4M WALL = 3.8m Lightbox	3667		
PACKAGE 11	16	2	4M X 4M	4M WALL = 3.8m Lightbox 4M WALL = 3.8m Lightbox	2802		
PACKAGE 12	16	3	4M X 4M	4M WALL = 3.8m Lightbox	1937		
PACKAGE 13	18	2	6M X 3M	6M WALL = 5.8m Lightbox 3M WALL = 2.8m Lightbox	2988		
PACKAGE 14	18	3	6M X 3M	6M WALL = 5.8m Lightbox	2333		
PACKAGE 15	20	2	5M X 4M	5M WALL = 4.8m Lightbox 4M WALL = 3.8m Lightbox	3094		

DEADLINE : 21ST FEBRUARY 2024

CORD CARPET COLOUR OPTIONS



Subject To Availability

WALK ON LIGHTBOX PACKAGE WHAT'S INCLUDED?

PACKAGE SPECIFICATIONS

ELECTRICAL PACKAGE 2 X 500W SOCKETS (1 x Socket required to power lightbox(s)
CORD CARPET CHOICE OF COLOUR FROM CARPET RANGE WITH PROTECTIVE COVER
LIGHTBOX WALLS TO DESIGNATED STAND WALLS - SINGLE SIDE PRINT
FURNITURE PACKAGE D 1 X HIGH TABLE WHITE 3 X BOW BAR STOOLS WHITE
LOCKABLE CUPBOARD WHITE WITH GRAPHICS PACKAGE INCLUDES CUPBOARD FRONT GRAPHIC PANEL

WALL SIZE & ARTWORK GUIDE

2m Wall = 1.8m Lightbox 1800mm x 2400mm
3m Wall = 2.8m Lightbox 2800mm x 2400mm
4m Wall = 3.8m Lightbox 3800mm x 2400mm
5m Wall = 4.8m Lightbox 4800mm x 2400mm
6m Wall = 5.8m Lightbox 5800mm x 2400mm

Allow 50mm bleed

SUPPLYING ARTWORK

- Design artwork to the sizes provided
- File Type: High Resolution PDF
- Email link to: info@moyne.co.uk

COUNTER FRONT ARTWORK

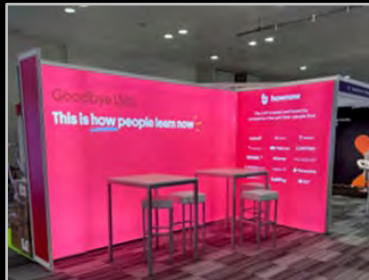
Artwork = 800mm wide x 1100mm high

NEXT STEPS

- Tell us your preferred positioning for:
Power Socket
EXHIBITOR OWN USE LAYOUT PLAN
See **EXAMPLE LAYOUT PLAN**
- Artwork should be provided by the deadline for:
 - LIGHTBOX WALL(S)
 - CUPBOARD FRONT PANEL
- Lightbox Walls work best with the Shell Scheme Nameboard Fascia removed. To apply go to : **NAMEBOARD FASCIA REMOVAL**

WALK ON LIGHTBOX PACKAGES BOOKING INFORMATION

- To add additional products EITHER complete your order on this form OR email your additional product requirements with this Package Order to info@moyne.co.uk
- To process your order we require invoice details **ORDER & PAYMENT**
- Walk On Packages prices are not applicable to Island / Stand Alone stands.
- Package prices are based on exhibitors taking the package in its entirety as specified
- Refunds / cost variation calculations cannot be provided for items that are not required
- Lightbox System is a hire item Lightbox printed fabric is exhibitors to keep
- 100% Cancellation Fee at Deadline Date



GALLERY

Examples of Lightbox Stands

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HOME

COUNTERS

Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

FURNITURE

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GRAPHICS

Fabric – Tension Walls
Foamex Wall Panels
Freestanding Graphics
Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

Coordinate fascia overlay design with a lockable cupboard and front graphics panel

[LOCKBLE CUPBOARD GRAPHIC](#)

NAMEBOARDS

3 OPTIONS

SHELL SCHEME EXHIBITORS MUST SELECT ONE OF THREE OPTIONS
*EXCLUDING SILVER & GOLD WALK ON PACKAGE PURCHASE WHICH INCLUDE FASCIA OVERLAY

DEADLINE : 21ST FEBRUARY 2024

1. STANDARD NAMEBOARD

Nameboard Print Included With Shell Scheme Stand Bookings
No Extra Charge

- Vinyl lettering one line across the board
- **No logos or symbols**
- Nameboards provided to all open sides over 1.5m
- Post deadline name print from the Organisers exhibitors list
- Post deadline nameboard reprint £27.00 + VAT per nameboard
- Nameboards cannot be reprinted on one day build shows

PROVIDE
STANDARD
NAMEBOARD
PRINT ORDER

THIS PRODUCT IS NOT
REQUIRED IF SILVER /
GOLD PACKAGE IS
ORDERED

Your exhibition
stand has white
nameboards with
company name in
coloured vinyl
print

TYPE NAMEBOARD PRINT INSTRUCTION

Strictly Maximum 34 Characters Including Spaces
UPPER & LOWER CASE

TYPE STAND NUMBER



2. NAMEBOARD FASCIA OVERLAY



Upgrade Nameboard To Digital Graphic Print
Replaces Standard Nameboard

PLACEMENT : Covers shell scheme fascia and surrounding metalwork.
All open sides must be ordered. Same artwork each side.

DIMENSIONS : 300mm deep x length of stand open side

FULLY RECYCLABLE : YES

DELIVERY : Price includes installation & removal

FASCIA
OVERLAY
ARTWORK
GUIDE

THIS PRODUCT IS
INCLUDED IN
WALK ON SHELL
SCHEME PACKAGES
SILVER & GOLD

ARTWORK & SIZE GUIDE

- 2m open side = artwork 2000mm x 300mm
- 2.5m open side = artwork 2500mm x 300mm
- 3m open side = artwork 3000mm x 300mm
- 3.5m open side = artwork 3500mm x 300mm
- 4m open side = artwork 4000mm x 300mm
- 4.5m open side = artwork 4500mm x 300mm
- 5m open side = artwork 5000mm x 300mm
- 6m open side = artwork 6000mm x 300mm

Provide artwork files as high resolution PDF.
Same artwork each open side
Email files to info@moyneco.co.uk

FASCIA OVERLAY
PRICE
£65.00
per linear metre

COST CALCULATION

3m Open Side :
3 metres x £65.00 =
£195.00
2m & 3m Open Sides
Total = 5 metres x
£65.00 = £325.00

Place Order

METRE ORDER	UNIT COST	TOTAL COST
	£65.00	

3. NAMEBOARD FASCIA REMOVAL

Fascia Surround Support System & Nameboards Removed
Request Not Available On Site - Must Be Pre Booked

PLACEMENT : Metalwork surround structure removed. Example left : stand left with fascia. Stand right no fascia

DELIVERY : Must be pre ordered

INSTALLATION NOTE : Fascia surround hosts Track and Spotlight mount. Fascia removal requires lighting to be placed on stand walls.
We advise ordering **LONG ARM SPOTLIGHTS**

FASCIA
REMOVAL
INFORMATION
& TERMS

- The status of surrounding stands (Space Only or Shell Scheme) will determine if it is possible to remove the fascia safely i.e. support for the shell scheme walls is provided from stands to rear / sides, with a support fascia.
- The status of stands constantly changes. In initially granting fascia removal it maybe the case that, due to surrounding stands changing status, the fascia will need to be reinstated or additional wall support panels added to open sides at a later stage.
- Should the fascia removal request be reversed onsite it will may not be possible to print nameboards.
- To conform to Manufacturers Guidelines, Health & Safety & Insurance Policies Moyneco reserve the right to refuse fascia removal and / or add extra shell scheme side support walling and / or internal bracing as required.

REQUEST FASCIA
REMOVAL



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Lockable With Graphic
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ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

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18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)

ELECTRICS

POWER SOCKETS SPOTLIGHTS

PLACE ORDER	PRODUCT	PRODUCT SPECIFICATIONS <small>Exhibitors Are Responsible For Calculating Appliance Power Requirements</small>	QUANTITY	UNIT PRICE & DEADLINES	TOTAL
	SHELL SCHEME ELECTRICAL PACKAGE 1 x 500w Socket (2amps) 1 x Track 3 x LED Spotlights	<ul style="list-style-type: none"> UK standard 3 pin socket Suitable for 1 x LCD TV 2 x Laptops & 2 x Phone Chargers Light Track standard positioning behind Nameboard Fascia 		EARLY RATE £300.00 AFTER 09/02/24 £360.00	
	500w SOCKET (2amps)	<ul style="list-style-type: none"> UK standard 3 pin socket Suitable for 1 x LCD TV 1 x Laptop & 2 x Phone Chargers 		EARLY RATE £185.00 AFTER 09/02/24 £222.00	
	1000w SOCKET (4amps)	<ul style="list-style-type: none"> UK standard 3 pin socket Suitable for 2 x LCD TVs 2 x Laptops or 1 x small domestic coffee machine 		EARLY RATE £272.00 AFTER 09/02/24 £326.00	
	2000w SOCKET (8amps)	<ul style="list-style-type: none"> UK standard 3 pin socket Suitable for catering appliances, small coffee machines 		EARLY RATE £379.00 AFTER 09/02/24 £455.00	
	1000w SOCKET 24 HOUR POWER (4amps)	<ul style="list-style-type: none"> UK standard 3 pin socket Power provided day and night until time exhibition ends Suitable for small fridges 		EARLY RATE £376.00 AFTER 09/02/24 £451.00	
	LIGHT TRACK 3 X LED SPOTLIGHTS 	<ul style="list-style-type: none"> Shell Scheme stands only Recommended 3 x Spotlights per 12m2 Standard positioning behind Nameboard Fascia 		EARLY RATE £145.00 AFTER 09/02/24 £178.00	
	1 x LED SPOTLIGHT 	<ul style="list-style-type: none"> Shell Scheme stands only Standard positioning behind Nameboard Fascia Provides bright flood of light 		EARLY RATE £65.00 AFTER 09/02/24 £78.00	
	LONG ARM LED SPOTLIGHT - ALUMINIUM 	<ul style="list-style-type: none"> Shell Scheme stands only Fixed to top of panel wall. Light shines down 		EARLY RATE £80.00 AFTER 09/02/24 £96.00	

DEADLINES

EARLY RATE:

5PM FRIDAY 9TH FEBRUARY 2024

- To Qualify For The Early Rate Moynes Must Be In Receipt Of This Order Form And 100% Remittance.
- Post Deadline Unpaid Pro Forma Invoices Will Be Required to Re-order At The Higher Standard Rate.

PRESHOW STANDARD RATE:

5PM THURSDAY 7TH MARCH 2024

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

ISLAND (4 Open Sides) & STAND ALONE STANDS

Require an independent mains power supply. Order Form prices do not apply to these stand types.

Cost of supplies is via quotation only. Please email power socket size & quantity requirements to info@moynes.co.uk

ELECTRICAL LAYOUT PLAN

Must be submitted with Electrical Orders. See **EXAMPLE LAYOUT PLAN** & **ELECTRICS UNPLUGGED**

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Power Sockets

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TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ELECTRICS UNPLUGGED



QUICK TIP

- To avoid untidy cables hire furniture with cable management facility **DEMO DESK & COMPUTER PLINTH**
- For electrical items which require securing to counter tops or side cable access to interior purchase our **BESPOKE COUNTER**
- Before hiring coffee machines or any heated appliance confirm the power requirements. **READ STAND HOSPITALITY**

MAKING ELECTRICS WORK FOR YOUR STAND

One of the first questions you need to address is :

Do You Require Power Sockets?

The reasons for asking this question are:

- Exhibition electrics, dependent on the number of sockets or size of power supply required, can form a significant proportion of your overall exhibition spend.
- 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 walls
- The entry position of the venue power supply on your stand may necessitate the installation of a 40mm Raised Floor.
- The requirement for sockets on open floor space (not installed to a stand wall) may require the installation of a **40MM RAISED FLOOR**.
- The addition of high power appliances such as ovens and Barista style coffee machines may require an independent power supply **STAND HOSPITALITY**
- 24 Hour Power Supplies for fridges or LED computer walls are 20% more expensive than standard power supplies.

CALCULATING POWER USAGE

Sockets are provided in the following power ratings:

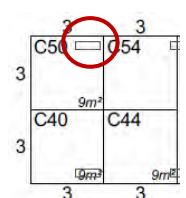
- 500 watts (2 amps)
- 1000 watts (4 amps)
- 2000 watts (8amps)
- 3000 watts (12amps)

- During the open period power is turned off overnight. 24 Hour Power must be ordered if continuous power is required.
- The power usage of appliances can be obtained via the hirer, manufacturer or via the Rating Plate on the appliance
- The total usage of all appliances must be calculated to order the correct size socket
- It is the responsibility of the exhibitor to correctly calculate power requirements. Surcharges apply onsite for increasing power / socket size.

POWER DUCTS AND POWER BOXES

- Power originates from ducts on the venue floor
- One stand on each block will have the power duct for the block and the mains power cable
- Once installed cables / boxes cannot be moved
- For plan showing stand duct positions E: info@moyne.co.uk

Block Power Duct Position



Mains Power Box & Cable Mounted Above Stand



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 required off shell scheme walls, in the centre or to the front of the stand space, may require a **40mm Raised Floor**. To avoid trip hazards cables are distributed under this floor type to the required position of the socket.



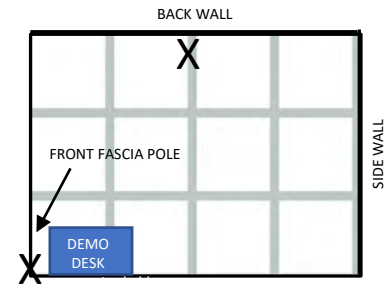
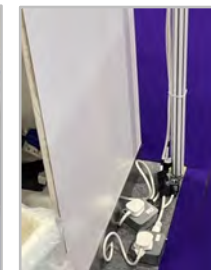
Trailing Cables - Not Permitted

Socket attached to shell scheme wall pole Permitted

Socket at floor level from wall behind Tension Fabric Permitted

Socket to front of stand 40mm Floor Permitted

2. How To Position Power Sockets To The Front Of Stand Space Without A 40mm Raised Floor



Shell Scheme stands have Nameboard Fascia support poles to the front. The Fascia structure can be used to distribute power from the stand back wall, overhead to the front pole.

*Stands with over 4m open side have corner and central fascia support poles

Example Socket Position Diagram
4m x 3m 2 Open Sides
X = Socket Positions – to back wall and fascia pole
1 Square = 1m

3. 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



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ELECTRICS

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Power Sockets

FLOORCOVERING

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Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

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ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

Unsure what to order?
Tension Fabric metres and
Foamex Panels by stand size &
configuration are provided in

[VISUALISE YOUR STAND](#)

Place Order

TENSION FABRIC PRICE
£215.00
PER LINEAR METRE

COST CALCULATION
3m Wall : 3 metres
x £215.00 = £645.00

2m Wall & 3m Wall
Total = 5 Metres x
£215.00 = £1075.00

* This product must be
ordered for the full
width of the stand wall or
walls.

METRE ORDER	UNIT COST	TOTAL COST
	£215.00	

DEADLINE : 21ST FEBRUARY 2024



1. TENSION FABRIC SEAMLESS GRAPHICS

High Quality Eco Friendly Print
Tension Via Poles In Sleeves Top & Bottom & Hooks To Shell Scheme Walls

PLACEMENT : One piece print installed in front of shell poles across width of the wall

DIMENSIONS: 2400mm High x Length of Stand Wall

FULLY RECYCLABLE : YES - 100% Polyester recycled for Green Energy

DELIVERY : Price includes installation & removal

REUSABLE : YES - To avoid creasing fabric should be stored hung or rolled

INSTALLATION NOTE: Shelves, Rails and Brackets are not compatible with this product. **TV PANELS** installed behind the fabric. **TV's** installed over the fabric.

TENSION FABRIC ARTWORK GUIDE

THIS PRODUCT IS INCLUDED IN WALK ON SHELL SCHEME PACKAGES **SILVER & GOLD**

ARTWORK GUIDE

- 1m Wall = artwork 970mm x 2400mm
- 2m Wall = artwork 1940mm x 2400mm
- 2.5m Wall = artwork 2435mm x 2400mm
- 3m Wall = artwork 2930mm x 2400mm
- 3.5m Wall = artwork 3425mm x 2400mm
- 4m Wall = artwork 3920mm x 2400mm
- 4.5m Wall = artwork 4415mm x 2400mm
- 5m Wall = artwork 4910mm x 2400mm
- 6m Wall = artwork 5900mm x 2400mm

- Design artwork to the sizes above
 - File Type: High Resolution PDF
 - Allow 50mm bleed
 - No Logos / Text within 125mm of edges
- Email files / link to info@moyme.co.uk

WALK ON SHELL SCHEME PACKAGES

Tension Fabric graphics are included in our easy to order 'Walk On' Shell Scheme Packages **SILVER & GOLD**

CREATIVE DESIGN RULES

In need of Inspiration? Our creative guide provides tips and advice on what to do, and what not to do, with stand graphics

SUSTAINABILITY

90% of our graphics products are recycled
Sustainability is important to us

2. FOAMEX GRAPHIC WALL PANELS

3mm Rigid Foamex Panels Printed In Full Colour
Individually Inserted In To Shell Scheme System Between Poles

PLACEMENT : Installed between the shell scheme poles. Poles are visible and have a higher profile than the panel. To ensure graphics do not detach we insert them into the shell scheme system

DIMENSIONS: 1m Panel = 970mm x 2350mm 1/2m Panel = 475mm x 2350mm

FULLY RECYCLABLE : YES

DELIVERY : Price includes installation & removal

REUSABLE : YES – Moyme do not provide panel storage.

INSTALLATION NOTE: **TV Panel** graphics artwork of 950mm x 2340mm

FOAMEX GRAPHICS PANELS ARTWORK GUIDE

THIS PRODUCT IS INCLUDED IN WALK ON SHELL SCHEME PACKAGE **BRONZE**

ARTWORK GUIDE

- 1m Panel = artwork 970mm x 2350mm
- 1/2m Panel = artwork 475mm x 2350mm
- *1/2m panels are only applicable on wall lengths of 3.5m 4.5m etc. The 1/2m will be installed to the back end of the wall 1st panel

- Provide artwork to the sizes above
- File Type: High Resolution PDF each panel
- Allow 3mm bleed

Email files to info@moyme.co.uk

POSITIONING

Provide either a full visual or if it is not obvious how the panels should be installed a key i.e G1 G2 G3 See [Example Plan](#)

FOAMEX GRAPHICS PRICE PER PANEL

1m Panel
£180.00
970mm x 2350mm

1/2m Panel
£95.00
475mm x 2350mm

Place Order

1m PANEL QUANTITY	UNIT COST	TOTAL COST
	£180.00	

1/2m PANEL QUANTITY	UNIT COST	TOTAL COST
	£95.00	

STAND WALL GRAPHICS

2 OPTIONS



GALLERY

See more examples of these products



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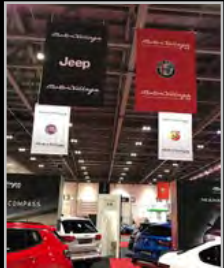
FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)

HANGING & FREESTANDING GRAPHICS

2 OPTIONS

DEADLINE : 9TH FEBRUARY 2024



1. HANGING BANNERS

Vinyl Double-sided Hanging Banners
Includes Management & Venue Overhead Rigging Charge

PLACEMENT: Suspended from a rigging point on the venue ceiling
DIMENSIONS: Choice of 2m Wide x 3m Drop OR 3m Wide x 3m Drop
FULLY RECYCLABLE: YES

DELIVERY: Includes print, delivery to ExCeL London, rigging, installation & removal

REUSABLE: YES – Exhibitor to arrange for collection from ExCeL after the show

INSTALLATION NOTE: Banners will be rigged above and as close to the stand position below as rigging points allow. In all instances the Organiser has final approval on banner sales, artwork & locations.

BANNER ARTWORK GUIDE

ARTWORK GUIDE

2m wide x 3m drop
Artwork 2000mm x 3000mm

3m wide x 3m drop
Artwork 3000mm x 3000mm

- Design artwork to the sizes above
- File Type: High Resolution PDF
- Allow 50mm bleed
- Same artwork both sides

Email files / link to info@moyne.co.uk

BANNERS PRICE

2M X 3M
£1150.00

3M X 3M
£1350.00

Place Order	<input checked="" type="checkbox"/>	
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2M X 3M QUANTITY	UNIT COST	TOTAL COST
	£1150.00	

3M X 3M QUANTITY	UNIT COST	TOTAL COST
	£1350.00	

CREATIVE DESIGN RULES

In need of Inspiration? Our creative guide provides tips and advice on what to do, and what not to do, with stand graphics

SUSTAINABILITY

90% of our graphics products are recycled. We encourage exhibitors to take graphics products away for reuse. Sustainability is important to us

2. FREESTANDING TOBLERONE



3 Sided Freestanding Column
Stand centre piece or gangway corner branding opportunity

PLACEMENT: Works best with No Fascia
DIMENSIONS: 3 Sided. Each side 750mm x 2200mm
FULLY RECYCLABLE: YES

DELIVERY: Price includes installation & removal

REUSABLE: YES – Moyne do not provide removal or storage.

INSTALLATION NOTE: The required positioning of this item must be provided via the Exhibitor Layout Plan

ARTWORK GUIDE

ARTWORK GUIDE

3 Sided. Each side 750mm x 2200mm

- Provide artwork to the sizes above
- File Type: High Resolution PDF
- Allow 3mm bleed

Email files to info@moyne.co.uk

POSITIONING

The position of this item on the stand space must be supplied via

[EXHIBITOR LAYOUT PLAN](#)

PRICE
£565.00

Place Order	<input checked="" type="checkbox"/>	
-------------	-------------------------------------	--

QUANTITY	UNIT COST	TOTAL COST
	£565.00	

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Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

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Foamex Wall Panels
Freestanding Graphics
Hanging Banners

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Lightbox Counters
Lightbox Walls

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Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

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Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

Lightbox products work best with large images and bold colours and text. Avoid white background & small text
[LIGHTBOX WALL GALLERY](#)

LIGHTBOX PRODUCTS

2 OPTIONS

DEADLINE : 21ST FEBRUARY 2024

1. LIGHTBOX WALLS

High Quality Eco Friendly Print Stretched Over LED Illuminated Frame
Suitable for Space Only Walling & Shell Scheme Stand Interiors

PLACEMENT : Best viewed with [NAMEBOARD FASCIA REMOVAL](#)

DIMENSIONS: 2400mm High x Length of Unit closest to wall length size.
Examples : 3m wall = 2.8m Lightbox. 6m Wall = 5.8m Lightbox

FULLY RECYCLABLE : YES Made from 100% recycled PET plastic bottle waste

DELIVERY : Frame Hire Item. Price includes installation & removal

REUSABLE : We do not provide second installation for Lightbox Wall fabric

INSTALLATION NOTE: Shelf, Bracket & TV installations are not compatible with this product. Requires [1 x 500w POWER SOCKET](#)

WALL SIZE GUIDE

WALL SIZE ORDER & ARTWORK GUIDE

2m Wall = 1.8m Lightbox 1800mm x 2400mm
3m Wall = 2.8m Lightbox 2800mm x 2400mm
4m Wall = 3.8m Lightbox 3800mm x 2400mm
5m Wall = 4.8m Lightbox 4800mm x 2400mm
6m Wall = 5.8m Lightbox 5800mm x 2400mm

- Design artwork to the sizes above
- File Type: High Resolution PDF
- Allow 50mm bleed
- No Logos / Text within 125mm of edges
- If it is not obvious where the Lightbox should be positioned please provide [EXHIBITOR STAND LAYOUT PLAN](#)

Email files or link to info@moayne.co.uk

LIGHTBOX WALL PRICE LIST

1.8m Single Side £485.00
1.8m Double Side £673.00

2.8m Single Side £655.00
2.8m Double Side £842.00

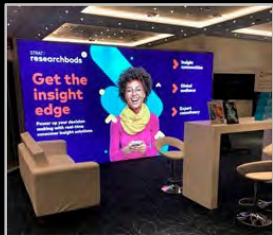
3.8m Single Side £865.00
3.8m Double Side £1122.00

4.8m Single Side £1085.00
4.8m Double Side £1405.00

5.8m Single Side £1225.00
5.8m Double Side £1683.00

PLACE ORDER

LENGTH OF EACH WALL E.G 2.8M	NUMBER OF WALLS	SPECIFY SINGLE OR DOUBLE PRICE



GALLERY

See examples of Lightbox Stands in a variety of stand sizes



WALK ON LIGHTBOX PACKAGES

Lightbox Walls are included with floorcovering, electrics and furniture in our Lightbox Packages

CREATIVE DESIGN RULES

In need of Inspiration? Our creative guide provides tips and advice on what to do, and what not to do, with stand graphics [Read More](#)

SUSTAINABILITY

90% of our graphics products are recycled
Sustainability is important to us [Read More](#)

2. LIGHTBOX COUNTERS

new

High Quality Eco Friendly Print Stretched Over LED Illuminated Frame
Best matched with Lightbox Walls

PLACEMENT : Best placed at front of stand. Shell Scheme stands should request socket positioning on front fascia support pole.

DIMENSIONS: 1000mm High x Widths of 1.8, 2.8, 3.8, 4.8 & 5.8 metres

FULLY RECYCLABLE : YES & Made from 100% recycled PET plastic bottle waste

DELIVERY : Frame Hire Item. Price includes installation & removal

REUSABLE : We do not provide second installation for Lightbox Counter fabric

INSTALLATION NOTE: Counter top only, no doors or shelves.

Requires [1 x 500w POWER SOCKET](#)

COUNTER ARTWORK GUIDE

COUNTER ARTWORK GUIDE

1.8m Wide Counter 1800mm x 1000mm
2.8m Wide Counter 2800mm x 1000mm
3.8m Wide Counter 3800mm x 1000mm
4.8m Wide Counter 4800mm x 1000mm
5.8m Wide Counter 5800mm x 1000mm

- Design artwork to the sizes above
- File Type: High Resolution PDF
- Allow 50mm bleed
- No Logos / Text within 125mm of edges
- If it is not obvious where the Lightbox should be positioned please provide [EXHIBITOR STAND LAYOUT PLAN](#)

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LIGHTBOX COUNTERS PRICE LIST

1.8m £250.00
2.8m £388.00
3.8m £526.00
4.8m £664.00
5.8m £802.00

PLACE ORDER

LENGTH OF COUNTER	NUMBER OF COUNTERS	TOTAL COST

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HOME

COUNTERS

Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
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FLOORCOVERING

Cord Carpet Colour Change
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ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

We deliver goods to your stand and remove them at the end of the show. Don't forget to bring a trolley to move stand items such as literature and product

FURNITURE PACKAGES

Its easier to order a **FURNITURE PACKAGE**
Options include High Tables, Low Tables and Chairs & Stools in a variety of colours.

MOYNE FURNITURE BROCHURE

This selection represents the most frequently purchased items.

For the full range of furniture available for this show request our 2023 Furniture Brochure

E: info@moyne.co.uk

FREQUENTLY ADDED PRODUCTS

- CHAIRS
- COFFEE TABLE
- COUNTERS
- HIGH TABLE
- POWER SOCKET
- STOOLS

FURNITURE ACCESSORIES

6 OPTIONS

DEADLINE : 7TH MARCH 2024


WASTE BIN  **BEST SELLER**

Bin Colour Options:

Black

Dimensions: Height 320mm Width 300mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
<input checked="" type="checkbox"/>		£10.00		N/A


CARRIER BAG STAND 

Stand Colour Options:

Silver

Dimensions: Height 990mm Width 510mm Depth 510mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
<input checked="" type="checkbox"/>		£34.00		N/A


ZIGZAG LITERATURE RACK  **BEST SELLER**

Rack Colour Options:

White Black Silver

Dimensions: Height 1700mm Width 330mm Depth 375mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY RACK COLOUR
<input checked="" type="checkbox"/>		£97.00		

UNDER COUNTER FRIDGE  **BEST SELLER**


Fridge Colour Options:

White

Power Usage 100w

Dimensions: Height 850mm Width 550mm Depth 570mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
<input checked="" type="checkbox"/>		£106.00		N/A

UNDER COUNTER CHILLER 


Fridge Colour Options:

White

Power Usage 100w

Dimensions: Height 850mm Width 550mm Depth 570mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
<input checked="" type="checkbox"/>		£143.00		N/A

DISPLAY PLINTH 

Plinth Colour Options:

White

Dimensions: Height 1200mm Width 400mm Depth 400mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
<input checked="" type="checkbox"/>		£138.00		N/A

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Trailing cables from stand wall sockets are not permitted. Read our advice on power socket placement

[ELECTRICS UNPLUGGED](#)

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FREQUENTLY ADDED PRODUCTS

- [CHAIRS](#)
- [COFFEE TABLE](#)
- [HIGH TABLE](#)
- [POWER SOCKET](#)
- [STOOLS](#)
- [WASTE BIN](#)
- [ZIG ZAG LITERATURE RACK](#)

FURNITURE CUPBOARDS & COMPUTER DESKS

6 OPTIONS

DEADLINE : 7TH MARCH 2024

LOCKABLE CUPBOARD

Cupboard Colour Options:

White Black Beech

Dimensions: Height 1100mm Width 800mm Depth 470mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CUPBOARD COLOUR
<input checked="" type="checkbox"/>		£89.00		

LOCKABLE CUPBOARD & FRONT GRAPHIC

Cupboard Colour Options:

White Black Beech

Includes Cupboard & Front Graphic Panel installation
Panel Artwork : 1100mm x 800mm
High Resolution PDF
Send to info@moyne.co.uk

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CUPBOARD COLOUR
<input checked="" type="checkbox"/>		£180.00		

LOCKABLE CUPBOARD SIDE PANEL GRAPHIC

Add one or two Side Graphic Panels
Panel Artwork : 1100mm x 470mm
High Resolution PDF
Send to info@moyne.co.uk

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
<input checked="" type="checkbox"/>		£56.00		N/A

DEMO DESK - LOCKABLE

Desk Colour Options:

White Red Grey Purple Blue

Dimensions: Height 910mm Width 900mm Depth 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY DESK COLOUR
<input checked="" type="checkbox"/>		£114.00		

COMPUTER PLINTH

Plinth Colour Options:

White Black Beech

Dimensions: Height 1000mm Width 640mm Depth 770mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY PLINTH COLOUR
<input checked="" type="checkbox"/>		£101.00		

1M X 1M X 0.5M LOCKABLE CUPBOARD

Also available in 2m & 3m widths
Counter Top Colour Options:

Black White Red Blue

Includes Cupboard & Front Graphic Panel installation. Bespoke item. Sale or hire
Front Panel Artwork : 1000mm x 1000mm
High Resolution PDF
Send to info@moyne.co.uk

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY FORMICA COUNTER COLOUR
<input checked="" type="checkbox"/>		£600.00		

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ORDER & PAYMENT

TOOL BAR

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ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

To avoid overordering furniture plan your stand layout
[EXAMPLE LAYOUT PLAN](#)
Don't forget to factor in people space

FURNITURE PACKAGES

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FREQUENTLY ADDED PRODUCTS

[COFFEE TABLE](#)

[DEMO DESK](#)

[ROUND TABLE](#)

[SQUARE TABLE](#)

[WASTE BIN](#)


[ZIG ZAG LITERATURE RACK](#)

FURNITURE CHAIRS

6 OPTIONS

DEADLINE : 7TH MARCH 2024

FIJI CHAIR



Chair Colour Options:



Blue Magenta Orange Red White Black

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CHAIR COLOUR
<input checked="" type="checkbox"/>		£44.00		

SUZY CHAIR



Chair Colour Options:




Red Blue Black Grey Pink

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CHAIR COLOUR
<input checked="" type="checkbox"/>		£40.00		

WAVE CHAIR



Chair Colour Options:



White Black

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CHAIR COLOUR
<input checked="" type="checkbox"/>		£39.00		

BOW 4 LEGGED CHAIR



Chair Colour Options:



White Black

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CHAIR COLOUR
<input checked="" type="checkbox"/>		£60.00		

FARNO CHAIR



Chair Colour Options:



Red Pink Grey Magenta Blue Black

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CHAIR COLOUR
<input checked="" type="checkbox"/>		£40.00		

BISOU CHAIR



Chair Colour Options:



White

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY CHAIR COLOUR
<input checked="" type="checkbox"/>		£58.00		N/A

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QUICK TIP

Keep floor space clear & maximise on stand wall space with the installation of a wall mounted TV

[TV PANELS & TV'S](#)

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FREQUENTLY ADDED PRODUCTS

- STOOLS
- COMPUTER PLINTH
- DEMO DESK
- BESPOKE COUNTER
- WASTE BIN
- ZIG ZAG LITERATURE RACK

FURNITURE DELUXE

6 OPTIONS

DEADLINE : 7TH MARCH 2024

LEVANTE HIGH TABLE



Table Colour Options:

White

Dimensions: Height 1100mm Width 1700mm Depth 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
✓		£247.00		N/A

CORRINNE HIGH TABLE



Table Colour Options:

White

Excludes Stools

Dimensions: Height 1075mm Width 2000mm Depth 800mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
✓		£227.00		N/A

CORINNE HIGH BAR TABLE



Table Colour Options:

White

Dimensions: Height 1075mm Width 800mm Depth 800mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
✓		£114.00		N/A

CORRINE BAR STOOLS



Stool Colour Options:

White Black

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
✓		£76.00		

RECTANGULAR COFFEE TABLE



Table Top Colour Options:

White Black Glass

Dimensions: Height 450mm Width 1160mm Depth 505mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
✓		£67.00		

CORINNE HIGH LAPTOP CHARGING TABLE




Table Colour Options:

White

Excludes Power Supply

Dimensions: Height 1075mm Width 2000mm Depth 800mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
✓		£331.00		N/A

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QUICK TIP

Avoid white furniture on standard grey cord carpet. Choose bold furniture colours to compliment wall artwork design colours

DEADLINE : 7TH MARCH 2024

FURNITURE PACKAGES

4 OPTIONS

FURNITURE PACKAGES

Choice of High Table & Stools OR Low Table & Chairs
Stools & Chairs Offered In A Variety of Colours

PRODUCT : Hire Item

PLACEMENT : Items delivered to stand and unwrapped. We do not set out to plans

DELIVERY : Price includes delivery to stand & collection

RECYCLABLE : Recycled plastic protective delivery wrapping

SITE ORDERS : YES – 20% Site Surcharge On Standard Rates. Subject to Availability



FURNITURE PRODUCTS



White Low Round Table
Height: 740mm Diameter: 800mm



Fiji Chair



Bow 4 Leg Chair



White High Round Table
Height: 1100mm Diameter: 600mm



Zeta Bar Stool



Bow Bar Stool

FURNITURE PACKAGE SPECIFICATIONS

PRICE LIST



QUANTITY

TOTAL COST

SPECIFY CHAIR OR STOOL COLOUR

FURNITURE PACKAGE SPECIFICATIONS	PRICE LIST	PLACE ORDER	QUANTITY	TOTAL COST	SPECIFY CHAIR OR STOOL COLOUR
Package A 1 x White Low Round Table & 3 x Fiji Chairs	£222.00	<input type="checkbox"/>			
Package B 1 x White Low Round Table & 3 x Bow 4 Leg Chairs	£246.00	<input type="checkbox"/>			
Package C 1 x High Round White Table & 3 x Zeta Bar Stools	£196.00	<input type="checkbox"/>			
Package D 1 x High Round White Table & 3 x Bow Bar Stools	£274.00	<input type="checkbox"/>			

CHAIR & STOOL COLOUR OPTIONS

Fiji Chair Colour Options



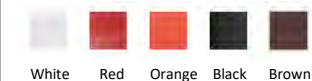
Zeta Bar Stool Colour Options



Bow 4 Leg Chair Colour Options



Bow Bar Stool Colour Options



FREQUENTLY ADDED PRODUCTS

- WHITE LOW ROUND TABLE
- WHITE HIGH ROUND TABLE
- FII CHAIR
- BOW CHAIR
- ZETA BAR STOOL
- BOW BAR STOOL
- LOCKABLE CUPBOARD WITH FRONT GRAPHIC

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FURNITURE RECEPTION COUNTERS

6 OPTIONS

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)

DEADLINE : 7TH MARCH 2024



QUICK TIP

Learn how to wow potential clients with a motivated, enthusiastic, well briefed stand personnel team

[STAND PERSONNEL](#)

FURNITURE PACKAGES

Its easier to order a [FURNITURE PACKAGE](#)
Options include High Tables, Low Tables and Chairs & Stools in a variety of colours.

MOYNE FURNITURE BROCHURE

This selection represents the most frequently purchased items.

For the full range of furniture available for this show request our 2023 Furniture Brochure

E: info@moyne.co.uk

FREQUENTLY ADDED PRODUCTS

- [CHAIRS](#)
- [HIGH TABLE](#)
- [POWER SOCKET](#)
- [STOOLS](#)
- [UNDER COUNTER FRIDGE](#)
- [WASTE BIN](#)
- [ZIG ZAG LITERATURE RACK](#)

CORRINNE BAR UNIT



Bar Unit Colour Options:

White

Dimensions: Height 1160mm Width 1200mm Depth 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£302.00		N/A

CORRINE BAR UNIT & FRONT GRAPHIC



Includes Corrinne Bar Unit in White & Front G raphic Panel installation

Panel Artwork : 1055mm x 1205mm
High Resolution PDF
Send to info@moyne.co.uk

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£425.00		N/A

PADDED RECEPTION DESK



Reception Desk Colour Options:

White Black Red Lime Green

Dimensions: Height 1090mm Width 1000mm Depth 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£205.00		N/A

RECEPTION DESK



Desk Colour Options:


White

Dimensions: Height 1090mm Width 1000mm Depth 600mm



PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY DESK COLOUR
✓		£136.00		N/A

RECEPTION DESK & FRONT GRAPHIC



Includes Reception Desk in White & Front Graphic Panel installation

Panel Artwork : 1090mm x 1000mm
High Resolution PDF
Send to info@moyne.co.uk

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£261.00		N/A

BESPOKE 2M X 1M X 0.5M LOCKABLE COUNTER



Counter Top Colour Options:

Black White Red Blue

Includes Counter & Front Graphic Panel installation. Bespoke item. Sale or Hire
Panel Artwork : 2000mm x 1000mm
High Resolution PDF
Send to info@moyne.co.uk

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY FORMICA COUNTER COLOUR
✓		£915.00		

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Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

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Foamex Wall Panels
Freestanding Graphics
Hanging Banners

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Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

Colour coordinate stand furniture and graphics colours with your stand floorcovering
[CORD CARPET](#)

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FREQUENTLY ADDED PRODUCTS

- [DELUXE BAR TABLES](#)
- [HIGH TABLE](#)
- [LOCKABLE CUPBOARD](#)
- [RECEPTION DESK](#)
- [WASTE BIN](#)
- [ZIG ZAG LITERATURE RACK](#)

FURNITURE STOOLS

6 OPTIONS

DEADLINE : 7TH MARCH 2024

ZETA BAR STOOL  

Seat Pad Colour Options:

White Yellow Orange Red Pink
Grey Magenta Lime Cinnamon Blue Black

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
<input checked="" type="checkbox"/>		£38.00		

ELLA STOOL  

Seat Pad Colour Options:

Black Blue Orange Lime Magenta
Red Cinnamon Yellow White

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
<input checked="" type="checkbox"/>		£47.00		

SUZY STOOL 

Seat Pad Colour Options:

Black Blue Grey Pink Red

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
<input checked="" type="checkbox"/>		£47.00		

BOW BAR STOOL  

Seat Pad Colour Options:

White Brown Black Red Orange

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
<input checked="" type="checkbox"/>		£64.00		

VIPER STOOL 

Seat Pad Colour Options:

Black White Red

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
<input checked="" type="checkbox"/>		£40.00		

MILANO STOOL 

Seat Pad Colour Options:

Black Blue Red White

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY STOOL COLOUR
<input checked="" type="checkbox"/>		£49.00		

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QUICK TIP

Design stand wall artwork to allow for table and counter heights. Keep important messages to the top
[CREATIVE DESIGN RULES](#)

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- [COFFEE TABLE](#)
- [DEMO DESK](#)
- [LOCKABLE CUPBOARD](#)
- [STOOLS](#)
- [WASTE BIN](#)
- [ZIG ZAG LITERATURE RACK](#)

FURNITURE TABLES

6 OPTIONS

DEADLINE : 7TH MARCH 2024

SURF ROUND HIGH TABLE



Table Colour Options:



White Black Beech

Dimensions: Height 1100mm Diameter: 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
<input checked="" type="checkbox"/>		£82.00		

SURF SQUARE HIGH TABLE



Table Colour Options:



White Black Beech

Dimensions: Height 1100mm Diameter: 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
<input checked="" type="checkbox"/>		£82.00		

HIGH ROUND GLASS TABLE



Table Colour Options:

Glass

Dimensions: Height 1020mm Diameter: 700mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
<input checked="" type="checkbox"/>		£114.00		N/A

SURF LOW ROUND TABLE





Table Colour Options:



White Walnut Black Beech

Dimensions: Height 740mm Diameter: 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
<input checked="" type="checkbox"/>		£66.00		

SURF LOW SQUARE TABLE



Table Colour Options:



White Walnut Black Beech

Dimensions: Height 740mm Diameter: 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
<input checked="" type="checkbox"/>		£66.00		

LOW ROUND GLASS TABLE



Table Colour Options:

Glass

Dimensions: Height 750mm Diameter: 600mm

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY TABLE COLOUR
<input checked="" type="checkbox"/>		£99.00		N/A

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FLOORCOVERING

PRINTED CARPET

CORD CARPET

2 OPTIONS

UPGRADE OPTIONS - SHELL SCHEME STAND BOOKINGS INCLUDE GREY CORD CARPET

DEADLINE : 19TH FEBRUARY 2024

PRINTED CARPET



Visualise Design & Logo's In High Quality Full Colour Floor Print
High Quality Hard-wearing Polyester Pile With Gel Foam Non Slip Backing

PRODUCT : Dye sublimation custom digital printing. Printed in sections up to 3m in width. Spaces of over 3m in width should avoid complex overlapping design.

PLACEMENT : Laid direct to venue floor or **RAISED FLOOR**

DELIVERY : Price includes delivery to stand, fitting, protective cover & removal.

RECYCLABLE : YES – Carpet products are recycled

PRINTED CARPET ARTWORK & SIZE GUIDE

ARTWORK SIZE GUIDE

3m x 2m	Space	=	artwork 3000mm x 2000mm
3m x 3m	Space	=	artwork 3000mm x 3000mm
3m x 3.5m	Space	=	artwork 3000mm x 3500mm
4m x 3m	Space	=	artwork 4000mm x 3000mm
4m x 4m	Space	=	artwork 4000mm x 4000mm
5m x 3m	Space	=	artwork 5000mm x 3000mm
5m x 4m	Space	=	artwork 5000mm x 4000mm
6m x 3m	Space	=	artwork 6000mm x 3000mm

- Design artwork to the sizes above
- File Type: High Resolution PDF

Email files / link to info@moyne.co.uk

PRINTED CARPET PRICE

£85.00

PER M2

COST CALCULATION

3m x 2m Stand = 6m2
x £85.00 = £510.00

3m x 3m Stand = 9m2
x £85.00 = £765.00

6m x 3m Stand = 18m2
x £85.00 = £1530.00

PLACE ORDER	M2	UNIT COST	TOTAL COST
<input checked="" type="checkbox"/>		£85.00	

SUSTAINABILITY

Exhibition carpets are reused and recycled into pellets to make household items such as containers and plant pots. [Read More](#)

ALTERNATIVE FLOORCOVERINGS

Our range includes Velour Carpet & Artificial Grass. Contact us for more information. For Vinyl Floorcoverings; Woodplank & Coloured, go to [RAISED FLOOR VINYL PACKAGES](#)

CORD CARPET COLOUR CHANGE



Colour Change Shell Scheme Grey Carpet To Match Logo Or Artwork Colours

PRODUCT : Cord carpet in choice of colours secured to venue floor with tape. Basic carpet option. Upgrade option Velour Carpet. Contact us for Velour options and prices.

PLACEMENT : Laid direct to venue floor or **RAISED FLOOR**

DELIVERY : Price includes delivery to stand, fitting, protective poly cover & removal.

RECYCLABLE : YES – Carpet products are reused & recycled

INSTALLATION NOTES : Moyne cannot accept responsibility for damage to carpet by other service providers once laid. Carpet laid to a **RAISED FLOOR** is less likely to be damaged during the build period than carpet laid direct to the venue floor

SAMPLES : Available on request.

CORD CARPET COLOUR OPTIONS

CORD CARPET COLOUR CHANGE IS INCLUDED IN WALK ON SHELL SCHEME GOLD PACKAGE



Subject To Availability

COST CALCULATION EXAMPLE :

3m x 2m Stand = 6m2 x £18.00 = £108.00

PLACE ORDER



CARPET COLOUR ORDER

M2	UNIT COST	TOTAL COST
	£17.00	

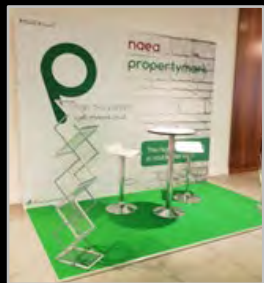
TO KEEP YOUR CARPET : We encourage reuse of exhibition carpet . If required, carpet products are exhibitors to take away at the end of the show. Moyne do not provide a carpet removal or shipping service.

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Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

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18mm Floor + Carpet
40mm Floor + Carpet
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40mm Floor + Coloured Vinyl
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TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



QUICK TIP

Electrical cables are distributed under 40mm floors. We require the position of sockets and the position of the access ramp. Once laid floors cannot be lifted to reposition sockets

DEADLINE : 19TH FEBRUARY 2024

2 OPTIONS

Whether you are looking to elevate your stand presence or facilitate electrical cable distribution away from stand walls via the 40mm floor option, raised floors are a great way of enhancing the look of your stand space.

18MM RAISED FLOOR

PRODUCT : 18mm MDF Floor (floor only no covering)
Aluminium Edging To Open Sides

DELIVERY : Includes installation & removal (Hire Item)

*Electrical Cables Cannot Run Under 18mm Floors. See [ELECTRICS UNPLUGGED](#)

40mm Raised Floor Will Be Required To Facilitate Under Floor Cable Distribution

FLOOR SIZE M2	PRICE	PLACE ORDER <input checked="" type="checkbox"/>
6	£192.00	
9	£288.00	
12	£384.00	
15	£480.00	
16	£512.00	
18	£576.00	
20	£640.00	
21	£672.00	
24	£768.00	
25	£800.00	

ADD FLOORCOVERING

PRINTED CARPET
CORD CARPET

18MM VINYL FLOOR PACKAGES

Vinyl floorcoverings require a raised floor. For ease of ordering vinyl floor coverings are provided inclusive of covering and 18mm raised floor

WOODPLANK VINYL PACKAGE
COLOURED VINYL PACKAGE

40MM RAISED FLOOR

PRODUCT : 40mm Floor ECO Tile Platform (floor only no covering)
Aluminium Edging To Open Sides

Access Ramp

DELIVERY : Includes installation & removal (Hire Item)

*40mm Raised Floors Facilitate Under Floor Cable Distribution To Centre & Front Of Stand Spaces. The [EXHIBITOR LAYOUT PLAN](#) is required for the position of the Access Ramp and Sockets

FLOOR SIZE M2	PRICE	PLACE ORDER <input checked="" type="checkbox"/>
6	£258.00	
9	£378.00	
12	£504.00	
15	£630.00	
16	£672.00	
18	£756.00	
20	£840.00	
21	£882.00	
24	£1008.00	
25	£1050.00	

ADD FLOORCOVERING

PRINTED CARPET
CORD CARPET

40MM VINYL FLOOR PACKAGES

Vinyl floorcoverings require a raised floor. For ease of ordering vinyl floor coverings are provided inclusive of covering and 40mm raised floor

WOODPLANK VINYL PACKAGE
COLOURED VINYL PACKAGE

RAISED FLOORS
18MM & 40MM
FLOOR ONLY



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FLOOR PACKAGES COLOURED VINYL & WOODPLANK VINYL

2 OPTIONS

DEADLINE : 19TH FEBRUARY 2024

Vinyl Floor Packages are offered in a choice of 18mm or 40mm floor heights with either Coloured Vinyl or Woodplank Vinyl floorcovering. Simply select the relevant floor height and stand size and specify vinyl colour choice.

18MM RAISED FLOOR PACKAGE

PRODUCT : 18mm MDF Floor. Aluminium Edging To Open Sides. Protective Poly Cover. **Choice of Coloured or Woodplank vinyl.**

DELIVERY : Includes installation & removal (Hire Item)

*Electrical Cables Cannot Run Under 18mm Floors.
See [ELECTRICS UNPLUGGED](#)

40MM RAISED FLOOR PACKAGE

PRODUCT : 40mm Floor ECO Tile Platform Aluminium Edging To Open Sides. Protective Poly Cover. Access Ramp . **Choice of Coloured or Woodplank Vinyl**

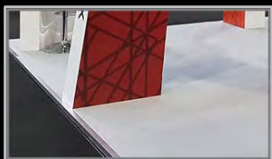
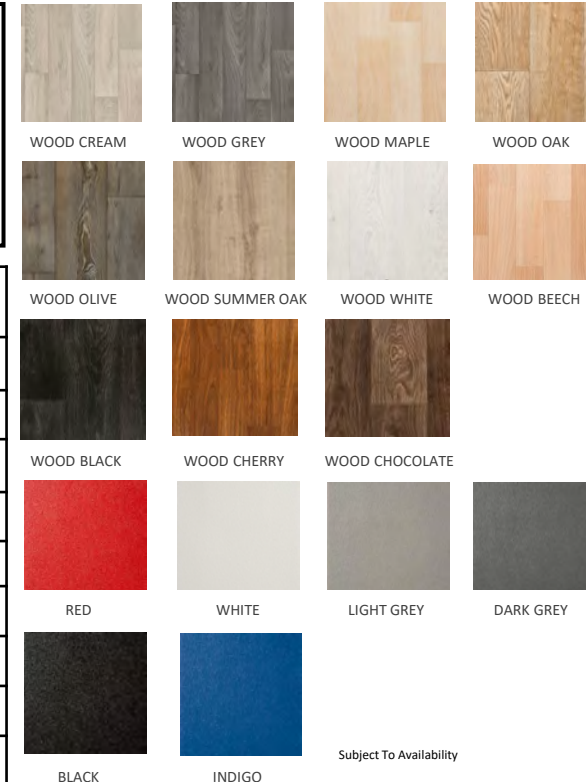
DELIVERY : Includes installation & removal (Hire Item)

*40mm Raised Floors Facilitate Under Floor Cable Distribution To Centre & Front Of Stand Spaces

FLOOR SIZE M2	PRICE	PLACE ORDER <input checked="" type="checkbox"/>	VINYL COLOUR ORDER
6	£304.00		
9	£457.00		
12	£585.00		
15	£714.00		
16	£813.00		
18	£843.00		
20	£932.00		
21	£979.00		
24	£1099.00		
25	£1150.00		

FLOOR SIZE M2	PRICE	PLACE ORDER <input checked="" type="checkbox"/>	VINYL COLOUR ORDER
6	£346.00		
9	£520.00		
12	£670.00		
15	£819.00		
16	£877.00		
18	£969.00		
20	£1072.00		
21	£1125.00		
24	£1173.00		
25	£1325.00		

VINYL COLOUR OPTIONS



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STOREROOMS

2 OPTIONS

DEADLINE : 21ST FEBRUARY 2024

STOREROOMS

Comprises of Shell Scheme Wall Panels & Lockable Door



- Storeroom doors, which include a regulation vision panel, are lockable and **open inwards**
- Storeroom specifications shown opposite utilise existing shell scheme walls to form the storeroom. Should a designated open side be closed to form the storeroom extra wall panels will be required **ADDITIONAL SHELL SCHEME PANELS**
- Standard white foamex panels can be replaced with **FOAMEX GRAPHICS PANELS**
- Storerooms are ideal for mounting 46" TV's to 1m end **TV PACKAGE**
- Customise the Storeroom Door with our Door & Header Package
- Don't forget to provide storeroom location and door positioning on your **EXHIBITOR LAYOUT PLAN**

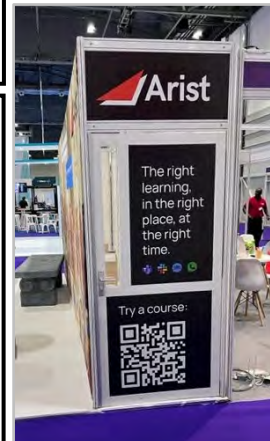


STOREROOM DOOR GRAPHICS PACKAGE

Graphics panels cover standard white door panels

- Storeroom doors, which include a regulation vision panel, are covered with Foamex Graphics Panels
- Panels are applied with Velcro and are easy to remove should you wish to keep them

RECYCLABLE : YES



ARTWORK & SIZE GUIDE

TOP HEADER PANEL = artwork 970mm x 410mm
 DOOR PANEL CENTRE = artwork 615mm x 960mm
 BOTTOM DOOR PANEL = artwork 790mm x 775mm

*Allow 3mm Bleed

Supply artwork to the sizes provided above as High Resolution PDF. One file per piece

Email artwork / link to: info@moyne.co.uk

DOOR PACKAGE COST	PLACE ORDER
£235.00	<input checked="" type="checkbox"/>

Need graphics design inspiration? Read

[CREATIVE DESIGN RULES](#)

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FURNITURE

Accessories
Cupboards & Desks
Chairs
Deluxe
Furniture Packages
Reception Counters
Stools
Tables

GRAPHICS

Fabric – Tension Walls
Foamex Wall Panels
Freestanding Graphics
Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

ORDER COMPLETE? SET UP YOUR PAYMENT ACCOUNT [CLICK HERE](#)



TV Packages do not include cables / connectors. Remember to bring your presentation on a USB or a Laptop with the appropriate cables.

DEADLINE : 21ST FEBRUARY 2024

TV PACKAGES

50" TV & TV PANEL

46" TV & TV PANEL

TV PANEL ONLY

3 OPTIONS

50" TV & TV PANEL



- 50" TV - HDMI and USB compatible
- Wall Mounted via 18mm TV Panel
- Includes installation and removal (hire item)
- Includes technical support & damage waiver
- Wall artwork should account for the width and height of the TV. **Allow 1200mm wide x 715mm high**
- Foamex Panel Graphics artwork for the panel the TV is mounted to is 2340mm x 950mm
- Tension Fabric graphics - an incision is made in the fabric, behind the TV, to feed the cable and plug to the floor
- The width of the 50" TV is wider than a 1m shell scheme panel so cannot be installed to a 1m wide storeroom end. A 46" TV will be required for this purpose.



50" TV Installed Over Tension Fabric



50" TV Installed Over Foamex Graphics Panel

PLACE ORDER <input checked="" type="checkbox"/>	QUANTITY	UNIT COST	TOTAL COST
		£599.00	

46" TV & TV PANEL

- 46" TV - HDMI and USB compatible
- Wall Mounted via 18mm TV Panel
- Includes installation and removal (hire item)
- Includes technical support & damage waiver
- Wall artwork should account for the width and height of the TV. **Allow 1060mm wide x 625mm high**
- Foamex Panel Graphics artwork for the panel the TV is mounted to is 2340mm x 950mm
- Tension Fabric graphics - an incision is made in the fabric, behind the TV, to feed the cable and plug to the floor
- The 46" TV is suitable for storeroom ends of 1m wide
- To avoid TV cable being visible, TV's installed to Foamex panels should position socket to wall top not floor



46" TV Installed To Storeroom End



46" TV Installed To Foamex Graphics Panel

PLACE ORDER <input checked="" type="checkbox"/>	QUANTITY	UNIT COST	TOTAL COST
		£499.00	

TV PANEL ONLY

- 18mm MDF Panel
- Replaces 3mm Foamex Panel
- Installed between the shell scheme poles
- Suitable for securing or mounting heavy items
- Graphics panels over TV Panels are sized at 2340mm x 950mm
- Maximum weight off the TV Panel = 13.5Kg 30 Pounds
- Moyne do not provide installation of exhibitors products to TV Panels



Display secured to shell scheme wall over Tension Fabric using 2 x TV Panels

PLACE ORDER <input checked="" type="checkbox"/>	QUANTITY	UNIT COST	TOTAL COST
		£125.00	



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HOME

COUNTERS

- Cupboards & Desks
- Lockable With Graphic
- Reception Counters

ELECTRICS

- Electrics Unplugged Lighting
- Power Sockets

FLOORCOVERING

- Cord Carpet Colour Change
- Printed Carpet
- Cord & Printed + Raised Floors
- Vinyl Coloured + Raised Floors
- Vinyl Woodplank + Raised Floors

FURNITURE

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- Chairs
- Deluxe
- Furniture Packages
- Reception Counters
- Stools
- Tables

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- Lightbox Counters
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- Shell Scheme Gold
- Lightbox Stand Package
- Electrical Shell Scheme
- Furniture Packages

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- 18mm Floor Only
- 40mm Floor Only
- 18mm Floor + Carpet
- 40mm Floor + Carpet
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- 40mm Floor + Coloured Vinyl
- 18mm Floor + Woodplank Vinyl
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QUICK TIP

To avoid standfitting items covering wall graphics plan your stand layout in advance of artwork design

[PLANNING YOUR STAND SPACE](#)

BESPOKE ITEMS

We provide bespoke joinery items including counters, and display plinths.

For a quotation send a brief to E: info@moyne.co.uk

EXHIBITOR LAYOUT PLAN

Standfitting items including shelves and hanging rails are installed prior to your arrival at the exhibition. Via your layout plan we require the position AND height of these items

See [EXAMPLE LAYOUT PLAN](#)

FREQUENTLY ADDED PRODUCTS

[LOCKABLE COUNTER & GRAPHIC](#)

[BESPOKE 2M COUNTER](#)

[FURNITURE PACKAGE A](#)

[WASTE BIN](#)

[ZIG ZAG LITERATURE RACK](#)

STANDFITTINGS

SHELVES

WALL PANELS

HANGING RAILS

BRACKETS

6 OPTIONS

DEADLINE : 21ST FEBRUARY 2024

SHELF - FLAT



- White Melamine Flat Shelf
- Shell Scheme compatible
- 967mm wide x 300mm deep
- Installed pole to pole
- Height and Installation position on the panel wall required via the Exhibitor Layout Plan

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£49.00		N/A WHITE

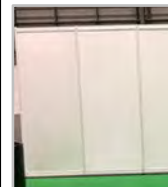
SHELF - SLOPING



- White Melamine Sloping Shelf
- Shell Scheme compatible
- 300mm deep x 967mm wide x 14mm lip
- Installed pole to pole
- Height and installation position on panel wall required via the Exhibitor Layout Plan

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£49.00		N/A WHITE

WALL PANELS



- Additional Shell Scheme panel to close open sides, create columns or sub divide stand
- Price per linear metre. 1 x Panel
- Visible panel size for graphics purposes 950mm x 2340m
- Position of installation required via the Exhibitor Layout Pan

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£70.00		N/A WHITE

HANGING RAIL



- Aluminium
- Brackets installed to poles
- Set 280mm from wall
- Suitable for garment / material display
- Positioning should be provided via the Exhibitor Layout Plan

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£49.00		N/A

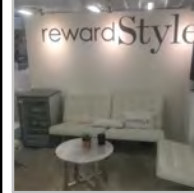
WATERFALL BRACKET



- 300mm (30cm) arm
- Installed to shell scheme pole or Slat Wall
- 6 x Hanging Points
- Suitable for garment displays
- Positioning should be provided on the Exhibitor Layout Plan

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY COLOUR
✓		£40.00		N/A

MDF CLADDING PAINTED



- 2500mm high x 1000mm wide panels
- Provides a seamless wall finish 12mm MDF
- Allows for display items e.g. pictures to be displayed over the width of the wall(s)
- Dulux Paint reference colour required by deadline date

PLACE ORDER	QUANTITY	UNIT COST	TOTAL COST	SPECIFY DULUX COLOUR
✓		£95.00 Per Metre		

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TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

SAVE THIS PDF TO YOUR FILES & EMAIL SAVED COPY TO INFO@MOYNE.CO.UK

TO COMPLETE YOUR ORDER WE REQUIRE :

EXHIBITOR LAYOUT PLAN

NAMEBOARD PRINT REQUEST *NOT APPLICABLE FOR SILVER & GOLD PACKAGES

CREATE YOUR ACCOUNT

Exhibition / Event Information

Exhibition Name	
Stand Number	

Personal Information

Name	
Email	
Phone Number	

Company 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 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 (Electrical Services & Banners) 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.
- 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 Terms [CLICK HERE](#)

HOW WE WORK

1. Please ensure the box against each item is completed and the quantity and specification of items required is noted.
2. If your order item amounts are not totalled don't worry we will do this for you.
3. Your order details will be verified by our Customer Service Team. An itemised Pro Forma Invoice confirms the details of your order. Please check this invoice carefully.
4. You may have calculated your Order Total as you have been completing the form. If this is the case please provide your calculation below. Alternatively we will calculate the total amount for you. **SAVE PDF. EMAIL TO INFO@MOYNE.CO.UK**

ORDER TOTAL	
UK VAT @ 20%	
TOTAL INC VAT	

SPECIFY PAYMENT TYPE

CARD PAYMENT

We operate Tyl Natwest Pay by Link. Simple and safe, it protects against fraud with '3D Secure' technology. The itemised Pro Forma Invoice and payment link is sent to the email address provided



BANK PAYMENT



Your itemised Pro Forma Invoice includes our bank details. ALL Bank Charges are the responsibility of the exhibitor.



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EXHIBITOR LAYOUT PLAN

EXHIBITION DETAILS

Exhibition*	
Stand Number*	
Stand Type* – Shell /Space	
40mm Raised Floor Y / N	

GUIDANCE

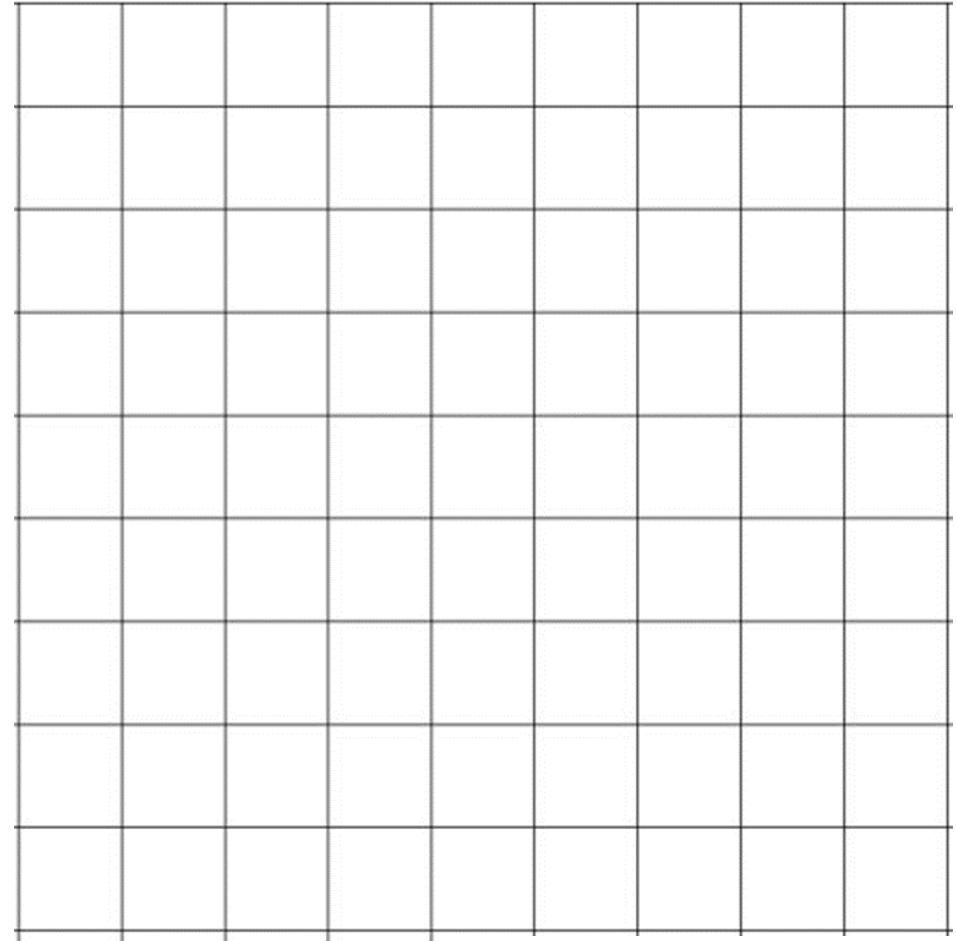
- Print this plan or use PDF edit function
- Draw your stand space on the grid opposite – 1 square = 1m. A 4m x 3m stand would be 4 squares by 3 squares
- Your layout plan should be completed (hand drawn is fine) scanned or photographed and returned to us together with your Order Form.
- Furniture is delivered to your stand and unwrapped but not set out. We advise that your diagram is used to ensure your planning allows for furniture within the stand space.
- Heavy items such as Bespoke Counters, due to weight, will be positioned on your behalf so please provide required positioning.
- Take into consideration that power cables are not permitted to run across stand floor space. Appliances requiring power are best positioned against stand walls. Read **ELECTRICS UNPLUGGED**
- 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

SEE EXAMPLE STAND LAYOUT PLANS

KEY

ELECTRICAL	REFERENCE
Socket	X
Light Track inc 3 x Spotlights	
Spotlight	
Mains Power Supply	M

STANDFITTING	REFERENCE
Graphics Panel / Fabric Wall / Lightbox / Other	G1 G2
Store Room	DRAW POSITION
Store Room Door	DOOR
Shelf Flat, Sloping & Hanging Rail	
Bespoke Counter	



Scale: Each Square Represents 1m x 1m

Scale of Charges For Repositioning Items Onsite:
(Payable in advance via the Moyne Service Desk)

Electrical Sockets & Light Fittings: £27.00 + VAT per item reinstalled
Standfitting Items i.e. shelves, hanging rails, store rooms: £30.00 + VAT per item reinstalled

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Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
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Vinyl Coloured + Raised Floors
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ORDER & PAYMENT

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VISUALISE YOUR SHELL SCHEME STAND

WHATS INCLUDED WITH YOUR BOOKING?

Stand Build, Grey Cord Carpet & **STANDARD NAMEBOARD**

CUSTOMISE YOUR STAND VIA ONE OF OUR WALK ON PACKAGES :

SHELL SCHEME BRONZE PACKAGE

Stand Build, Electrical Package, Grey Cord Carpet, Standard Nameboard, Furniture Package C, Lockable Cupboard & Front Graphic, Foamex Graphics Panels All Walls

SHELL SCHEME SILVER PACKAGE

Stand Build, Electrical Package, Grey Cord Carpet, Nameboard Fascia Overlay, Furniture Package C, Lockable Cupboard & Front Graphic, Tension Fabric Wall Graphics All Walls

SHELL SCHEME GOLD PACKAGE

Stand Build, Electrical Package, Carpet Colour Choice, Nameboard Fascia Overlay, Furniture Package D, Lockable Cupboard & Front Graphic, Tension Fabric Wall Graphics All Walls, 50" TV & TV Panel

MORE RESOURCES :

[BUDGETING YOUR EXHIBITION PARTICIPATION](#) [CONFUSED? CREATIVE DESIGN RULES](#)
[ELECTRICS UNPLUGGED](#) [EXAMPLE STAND LAYOUT PLAN](#) [EXHIBITORS LAYOUT PLAN \(BLANK\)](#)
[LIGHTBOX GALLERY](#) [MAXIMISING ON MARKETING & PR OPPORTUNITIES](#)
[PLANNING YOUR STAND SPACE](#) [SHELL SCHEME GALLERY](#) [STAND HOSPITALITY](#)
[STAND PERSONNEL](#) [SUSTAINABILITY](#) [VISUALISE YOUR STAND](#)

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3m x 2m
One Open Side

Panels x 7
Nameboard x 1
Fascia Overlay 3m
Tension Fabric 7m
Carpet 6m2



3m x 3m
One Open Side

Panels x 9
Nameboard x 1
Fascia Overlay 3m
Tension Fabric 9m
Carpet 9m2



4m x 2m
One Open Side

Panels x 8
Nameboard x 1
Fascia Overlay 4m
Tension Fabric 8m
Carpet 8m2



4m x 3m
One Open Side

Panels x 10
Nameboard x 1
Fascia Overlay 4m
Tension Fabric 10m
Carpet 12m2



5m x 2m
One Open Side

Panels x 9
Nameboard x 1
Fascia Overlay 5m
Tension Fabric 9m
Carpet 10m2



3m x 2m
Two Open Sides

Panels x 5
Nameboard x 2
Fascia Overlay 5m
Tension Fabric 5m
Carpet 6m2



3m x 3m
Two Open Sides

Panels x 6
Nameboard x 2
Fascia Overlay 6m
Tension Fabric 6m
Carpet 9m2



4m x 2m
Two Open Sides

Panels x 6
Nameboard x 2
Fascia Overlay 6m
Tension Fabric 6m
Carpet 8m2



4m x 3m
Two Open Sides

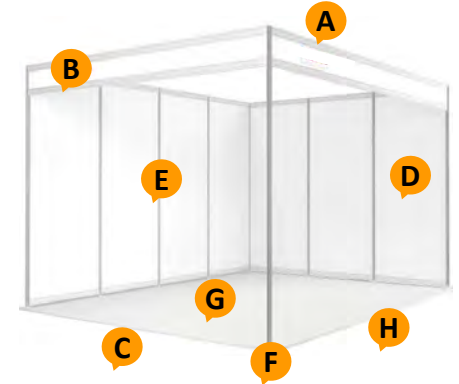
Panels x 7
Nameboard x 2
Fascia Overlay 7m
Tension Fabric 7m
Carpet 12m2



6m x 3m
Two Open Sides

Panels x 9
Nameboard x 2
Fascia Overlay 9m
Tension Fabric 9m
Carpet 18m2

BASIC SHELL SCHEME



- A** - 2.5m High Floor to top of fascia and walls
- B** - Nameboard Fascia 175mm depth x length of open side
- C** - Open Side 3m
- D** - Panel Specifications
 - Visible size between the poles 950mm w x 2340mm h
 - *Exhibitors producing own panel graphics should use visible dimension for artwork
 - Insert into system panel size 970mm x 2350mm
 - Half metre panel Visible : 455mm w x 2340mm h Insert : 475mm w x 2354mm h
 - Panel thickness : 3mm
 - Panel material : White Foamex Board
- E** - Poles
 - 40mm diameter poles
 - 20mm raised profile. Wall are not flat across the width
- F** - Fascia Support Pole
- G** - Grey Cord Carpet
- H** - 4m Maximum unsupported span.
Frontage over 4m has support pole to front of open side(s)

GALLERY

See examples of 'dressed' stands in a variety of stand sizes

CONFUSED.COM

Read our simple guide to ordering the right stand services

WALK ON SHELL SCHEME PACKAGES

These stand sizes are included in our 'Walk On' Shell Scheme Stand Packages **BRONZE SILVER & GOLD**



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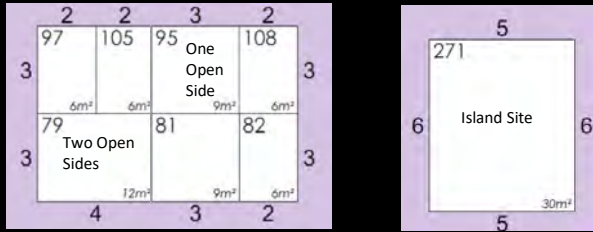
MAXIMISE STAND SPACE

- It is advisable to book stand space **after** determining requirements. Over crowded badly planned stands are a deterrent to entry by visitors.
- Often stand size can be restrictive so it's important to fully utilise the space you've been allocated; floor space and wall space.
- Improve the flow of your display area by ensuring there are limited physical obstructions or barriers to entry, and try to keep meeting areas and storerooms to the back of your stand.
- People take up space so always factor in room for your stand personnel and visitors entering your space.

BEWARE EXTRA COSTS

- Island & Stand Alone Sites** are premium real estate however they require one venue power supply specifically for the stand. Standard show electrical order form socket prices do not apply. The cost, on average, is 40% extra added to the price of each socket
- Stands with One Open Side** have 3 internal walls and, if you select a full printed graphics option of either foamex panels or tension fabric, 3 walls to cover with graphics. One open side stands are therefore more expensive to dress than the equivalent stand size with 2 or 3 open sides.

PLANNING YOUR STAND SPACE



A smaller stand space produced professionally will yield a better result than a large space with no budget left for professional creative design

DO....

- Draw Up A List Of Essential Requirements** that tick all the boxes required to meet your exhibition strategy. Product display, product demonstration, product storage is a good way to start. This list will lead on to developing a checklist of some of key items you require on your stand plan such as LED TV screens, counters, storerooms, seating and electrical power requirements.
- Keep Your Budget In Mind.** Your wish list may take you over your budget so prioritise the 'essentials' and the 'nice to have' items. **READ BUDGETING YOUR EXHIBITION PARTICIPATION**
- Factor In Placement Of Items Which Require Power From The Beginning.** This is the most important part of planning a stand layout. All too often designs go back to the drawing board due to the requirement, at a late stage to integrate a TV on a stand wall or counter with LED Screens at the front of the stand which require power. A simple rule is to try and place all items requiring power against a stand wall. If items requiring power are in open stand space or at the front of the stand it is likely that, to facilitate under floor cable distribution, a 40mm raised floor installation will be required. **READ ELECTRICS UNPLUGGED**
- Take Inspiration From Visiting Exhibitions.** With your designer hat on and a list of your essential requirements set about interrogating other peoples stands. Be critical, note what you like and dislike and watch carefully how visitors are interacting on stands. What is drawing them onto space? and most importantly what is keeping them there. If you can't make it to an exhibition follow the same process in a department store.
- Roughly Sketch Your Desired Layout.** It is likely that this will evolve and change so don't waste time producing CAD / 3D designs. To keep dimensions and available space in mind it is always useful to plan on scale (graph) paper. **GO TO EXAMPLE STAND LAYOUT PLAN**
- Take Your Time Planning Your Layout.** Any mistakes you make during the design phase will cost you nothing. If these mistakes carry over into construction phase of your stand, however, they can end up increasing the budgeted cost.
- Take The Opportunity To Question Your Stand Space.** Once you have a list of requirements ask yourself whether the stand space booked is best suited to your needs? If planning is done early enough you will have the opportunity to change stand sites. Ideally stand sites should always be confirmed after this planning process.
- Involve Your Team.** Start with a basic layout and pass it via team members for consideration. Dependent on the requirements of individuals / departments the plan is likely to evolve.
- Keep Your List Of 'Essentials' And 'Nice To Have' Items In Mind.** Through the planning process your list is likely to develop. A sudden requirement by Marketing to offer give aways or hospitality may shift your essentials budget in a different direction. Keep the essential items in mind before committing to items of greatest expenditure such as electrics and graphics.

DO NOT....

- Start With Designing Your Artwork.** It is tempting, and a common mistake to dive straight into the creative element of stand design. This is the final step after determining exhibition objectives, marketing strategy, messaging and stand plan layout. The most common sign that this mistake has been made is when stands have graphics artwork / copy messages hidden on walls by cupboards, furniture and TV's. **READ CREATIVE DESIGN RULES**
- Order Services Or Commit To Expenditure Without Being 100% Sure That All Your Exhibition Objectives & Stand Plan Boxes Are Ticked .** Do not be rushed to commit to anything. Deadlines are usually provided by suppliers so work to having your exhibition plan complete before the first deadline – usually the Early Booking Rate for electrical orders.
- Commit Your Entire Budget.** When planning your participation and stand plan it is advisable to leave budget in reserve (10% as a minimum) Rather like buying a house there may be additional last minute costs. Far better to bring your participation in under budget than over budget. **READ BUDGETING YOUR STAND**
- Fill Your Floor Space.** Cluttered stands are the most common exhibition stand planning mistake. Excess furniture creates a barrier to entry and a temptation for stand staff to sit down. Floor space is prime real estate – the meeting ground for you and potential clients to interact - so keep it clear.
- Rely On Your Exhibition Service Provider To Deliver The Perfect Stand Layout.** It is important to remember that the design and layout of your stand is a reflection of your brand and your exhibition objectives.
- Plan Your Stand by Committee.** Suppliers will not thank you for involving multiple contacts in the planning process. They do not need to be part of internal discussions, they simply need clear instructions and decisions from a primary point of contact.
- Forget Logistics.** Often the delivery of product is overlooked in the stand planning process. Products required for display purposes may have long order lead times so planning your stand around product that might ultimately not be available in time for the show becomes a pointless exercise. Always factor in the costs for delivering product to the show and collecting at the end.
- Forget To Think Outside The Box.** Often the simplest least expensive ideas can be the most effective. Brainstorm ideas that will make your stand recognisable, incentivise visitors to visit you and create a long lasting memory of your company.
- Underestimate The Importance Of First Impressions** You have one shot at capturing prospective clients so put yourself in their shoes. If you were them would you want to talk to you? Would you find your stand interesting? Does your stand grab their attention? At one glance does your stand say who you are and what you do? And remember that in their eyes everything you do on your stand is a reflection of your company

MORE RESOURCES :

[BUDGETING YOUR EXHIBITION PARTICIPATION](#) [CONFUSED?](#) [CREATIVE DESIGN RULES](#)
[ELECTRICS UNPLUGGED](#) [EXAMPLE STAND LAYOUT PLAN](#) [EXHIBITORS LAYOUT PLAN \(BLANK\)](#)
[LIGHTBOX GALLERY](#) [MAXIMISING ON MARKETING & PR OPPORTUNITIES](#)
[PLANNING YOUR STAND SPACE](#) [SHELL SCHEME GALLERY](#) [STAND HOSPITALITY](#)
[STAND PERSONNEL](#) [SUSTAINABILITY](#) [VISUALISE YOUR STAND](#)

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HOME

COUNTERS

Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

FURNITURE

Accessories
Cupboards & Desks
Chairs
Deluxe
Furniture Packages
Reception Counters
Stools
Tables

GRAPHICS

Fabric – Tension Walls
Foamex Wall Panels
Freestanding Graphics
Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

EXAMPLE STAND LAYOUT PLANS



- Your stand layout plan is given to our installers to position the items you have ordered before you arrive at the exhibition hall. To ensure a smooth installation provide a plan that is legible, shows stand walls, provides the orientation of your stand in relation to surrounding stands and clearly identifies the position of items ordered such as power sockets
- Use the scale blank grid plan provided for your use **EXHIBITORS LAYOUT PLAN** It is not necessary to produce computer generated plans, hand drawn is fine. Photograph the plan and email it to E: info@moynce.co.uk

MORE RESOURCES :

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STAND PERSONNEL SUSTAINABILITY VISUALISE YOUR STAND

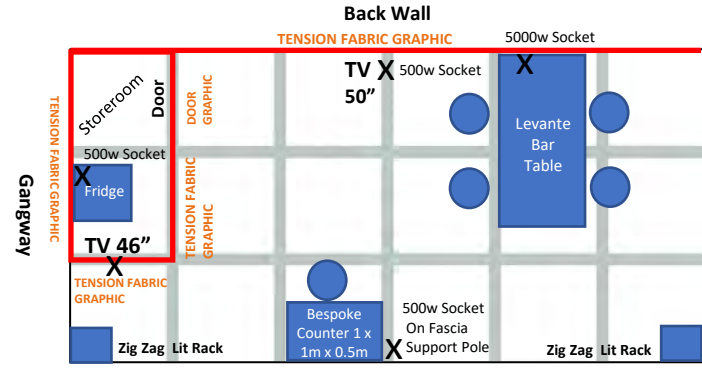
DESIGNING A STAND TO MEET YOUR PARTICIPATION REQUIREMENTS

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 the stand layout develop a checklist of requirements for each level:

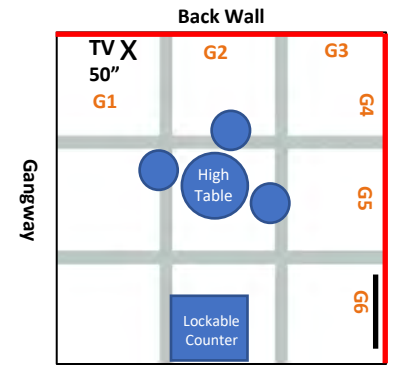
PEOPLE : VISITORS	Hospitality: Food / Coffee Furniture : Tables, Chairs, Stools, Sofas, Benches, Reception Counter Meeting Room / VIP Area Give Aways Product Demonstration Interactive Participation : Demonstrations, Presentations
PEOPLE : STAND STAFF	Coats / Bags Seating Product Demonstrations, Presentations
PRODUCT	Product Placement : Shelves, 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 Placement Visual : Imagery Printed Visual: Electronic



1 x Square = 1m

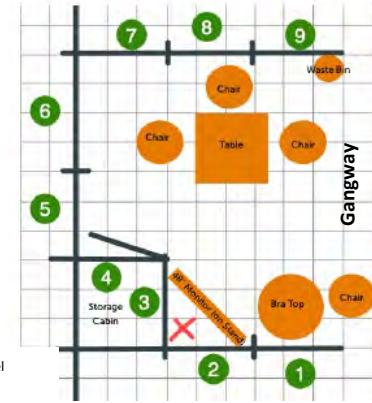
Stand : 6m x 3m 3 Open Sides

- Stand Order:**
- Storeroom 2m x 1m
 - Additional Panels x 2 (to close open side)
 - TV Wall Mounted 46" – end Storeroom
 - TV Wall Mounted 50" – centre back wall
 - Levante Bar Table
 - Bow Bar Stools x 5
 - Under Counter Fridge
 - Zig Zag Literature Racks x 2
 - Bespoke Counter 1m x 1m x 0.5m With Graphic
 - Tension Fabric Graphics Back Wall 6m
 - Tension Fabric Wrap Storeroom 4m
 - Door Graphics Package
 - 5 x 500w Sockets



Stand : 3m x 3m 2 Open Sides

- Stand Order:**
- Foamex Graphics Panels x 6
 - TV Wall Mounted 50" – centre back wall
 - Furniture Package A - High Table 3 x Stools
 - Lockable Counter & Front Graphic
 - Flat Shelves x 3
 - 1 x 500w Socket



Example : Exhibitors Plan

Foamex Panel Graphics Installation Numbers Are Provided On The Layout Plan And Referenced On The Exhibitors Artwork Diagram



Complete Your Plan EXHIBITOR LAYOUT PLAN

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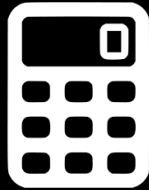


ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

BUDGETING YOUR EXHIBITION PARTICIPATION



Costs for exhibition participation can quite easily escalate at a frightening rate so it is essential that in planning your participation there is an overall spend limit in place

MORE RESOURCES :

[BUDGETING YOUR EXHIBITION PARTICIPATION](#) [CONFUSED?](#) [CREATIVE DESIGN RULES](#)
[ELECTRICS UNPLUGGED](#) [EXAMPLE STAND LAYOUT PLAN](#) [EXHIBITORS LAYOUT PLAN \(BLANK\)](#)
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[STAND PERSONNEL](#) [SUSTAINABILITY](#) [VISUALISE YOUR STAND](#)

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STRATEGY & BUDGET

Rather like buying a house or a car, designing your exhibition stand relies on having a budget and being creative to make your budget work for you.

The most common mistake made by exhibitors is to start with *what they like* – this is usually a stand seen on a website or at an exhibition.

Working backwards will lead to a beautiful looking stand that didn't really function well on all fronts for you.

The starting point for stands that will make a lasting impression, are functional and a successful vehicle to drive sales, is the formulation of a **budget driven exhibition strategy**. See [MAXIMISING ON MARKETING & PR OPPORTUNITIES](#)

The stand plan and design and will be the end result of the planning process. [PLANNING YOUR STAND SPACE](#)



1. Research costs **BEFORE** booking stand space. It is better to have a smaller stand designed well than a large stand with insufficient budget for professional creative design.
2. Keeping a detailed record of expenditure allows for ROI analysis after the show and a framework to follow and improve on for the next event.
3. Book items with surcharges early – Power.
4. Remember Island Sites & Stand Alone Stands have the highest power charges.
5. Stands with One Open Side have more walls to dress therefore a higher graphics expenditure.
6. Read all available information before committing to the purchase of any stand services.

EXHIBITION COST TRACKER

This is by no means an exhaustive list of expenditure items but used as a framework to personalise to your requirements it will provide a good starting point.

Expenditure Item	Supplier	Cost	Deadline	Responsibility	Notes
Stand Space	Organiser				3m x 6m Shell Scheme
Sponsorship	Organiser				Carrier Bags
Insurance	Insurer				£5m Public Liability & Cancellation Insurance
Accommodation					3 People 2 Nights. Book Early!
Transportation					Petrol Cost, Van Hire, Rail, Flights, Logistics Company Delivery & Collection
Car Park	ExCeL London				No Of Cars x Days x £25.00
Staff Expenses					Daily Subsistence / Float
Meals					No Of People Cost Per Head
Client Entertainment					Type? Allowance
Walk On Shell Package	Moyne				Includes graphics & 1 x 500w socket and spotlights x 3
Graphics Designer	In House / External?				Cost To Design Graphics Artwork
Imagery For Graphics					Artwork Images - Purchase? Supplier / Client?
Power Sockets	Moyne				For Coffee Machine 2KW
Furniture	Moyne				Package A x 2 - Red Stools
AV	Moyne				Hire of 50" TV Screen to stand wall
Carpet & Floor	Moyne				40mm Floor & Red Carpet
Coffee Machine Hire	ExCeL London				Power Not Included
WiFi Hotspot	ExCeL London				1Mbps For Presentation & Download
Scanner	Registration Supplier				To Scan Visitor Badges
Giveaways					Pens, Carrier Bags etc
Presentation	In House / External?				For TV hired from Moyne
Product Display					Shelves, Plinths, Hanging Rail? Storeroom?
Product Delivery					Costs Associated With Having Product At The Show
TOTAL COST				Excl VAT	



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ORDER & PAYMENT

TOOL BAR

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CREATIVE DESIGN RULES

Think Big & Bold

Simplicity Is The Key

Less Is More



MORE RESOURCES :

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ELECTRICS UNPLUGGED EXAMPLE STAND LAYOUT PLAN EXHIBITORS LAYOUT PLAN (BLANK)
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DESIGN

for an Exhibition Stand requires a different approach to that of artwork for printed literature

It is important to **VISUALISE YOUR STAND** then consider the message you want to get across to your target audience and **where & how** you want to display it through:

Copy Colour Imagery

MESSAGES

need to be clear at first glance so that people walking past your stand know exactly :

WHO YOU ARE
WHAT YOU DO
WHO YOU DO IT FOR
HOW YOU CAN HELP THEM

ARTWORK

should be generated by a graphic designer preferably one that is experienced in exhibition graphic design

Sizing is important for exhibition artwork. Large scale print requires large scale, high resolution files. Inevitably these files will be too large to email so they are best supplied via Drop Box or a comparable type of media transfer

DO...

- **Use A Short Tagline** that lets visitors know what you are offering – i.e. “Luxury Property Portugal” or “The Finest Artisan Chocolate.” Including clear messaging helps you qualify traffic. If a visitor can see from a glance that you offer Luxury Property in Portugal and they still approach you, you can be certain they’re interested in your services.
- **Keep Messages Short** to the top of the design on walls and away from obstructions such as high tables, shelves & counters.
- **Put Key Messages And Your Brand On Gangway Wall Ends.** This way they are visible from all directions. If budget is limited use end panels only for Foamex Graphics Panels
- **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. Creating new artwork for an exhibition stand can be costly. Using imagery, even if purchased, can be a more cost effective option.
- **Use Bold Colours.** Select 2 or 3 that work well with your corporate / brand colours. Use the selected colours as background to wall graphics artwork and counter fronts and change the colour of the carpet to correspond.
- **Use Large, Clear Fonts** that can be seen from a distance. Try not to use full sentences or drawn-out paragraphs as passers-by won’t have enough time to read it all. People tend to read from left to right and top to bottom so make sure the design flows well from their point of view.
- **Plan Your Stand Layout Before Designing Artwork.** People, displays and furniture restrict the visibility of designed artwork. Take into consideration placement of items on the stand space and heights of cupboards, tables and chairs. **Artwork design should always be briefed after the layout of the stand has been confirmed.**
- **Use All Branding Opportunities.** Walls, floor and visible surfaces provide opportunities for branding. If you require a lockable cupboard put this to the front of the stand with a counter front graphics panel. If you order a storeroom use the storeroom walls and door for branding. Don’t ignore the space above your stand. Many exhibitions offer overhead hanging banner sites.
- **Explore Opportunities For 3D Imagery.** Graphics to walls and counters can look flat and uninteresting. Raised 3D logo’s on walls or counter fronts make a significant impact for low cost.

DO NOT....

- **Use Roll Up Banners.** It is tempting to look for the most cost effective option however your stand will look 100% more professional with one or two printed graphics
- **Be Tempted Put Paragraphs Of Copy On To Artwork.** No one will stop to read lengthy copy. Keep to simple clear messages and remember people read from left to right.
- **Use Small Fonts.** Go big and bold with fonts that can be seen from a distance.
- **Select Low Resolution Imagery.** Exhibition artwork requires large scale imagery at high resolution. To check resolution increase the pdf view % to 400%. If the image is pixelated (blurred) it is not high resolution. Poor quality low resolution images will blur and distort. Websites such as Shutterstock <https://www.shutterstock.com> are a good source for purchasing images.
- **DIY Your Stand.** Every exhibition attracts exhibitors with paper wall banners and sellotape. The end result of what can be a time consuming and frustrating installation exercise, looks unprofessional. Factor in the cost of making your presence look professional before confirming the stand booking.
- **Go With The First Graphics Design Quotation You Receive.** Shop around, adapt designs accordingly dependent on budget and costs. Make your designer aware of artwork deadlines.
- **Design Artwork Across Foamex Graphics Panels.** Keep artwork contained within each panel. The shell scheme pole between each panel will distort imagery and copy
- **Assume That You Are On Your Own!** Utilise the help and support of the Organisers and official exhibition service providers. It is better to ask questions at the beginning of the design process than regret the end result at the show.
- **Invest In One Off Exhibition Design** without exploring what existing materials can be adapted to suit your exhibition requirements.
- **Forget Your Suppliers & Customers** they can be a great source for free imagery, testimonials and product.
- **Ignore The Guidelines For Providing Artwork.** Most exhibition print companies simply require a high resolution pdf for each piece with the required bleed. Usually 3mm bleed for small panels and 50mm for large scale wall graphics. Charges apply for originating or redesigning artwork.



HOME

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ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

CONFUSED?

We recognise that exhibition participation represents a significant investment for exhibitors. Our guide to exhibiting, provided in the Resources detailed below, aims to arm you with all the information you need to maximise on your exhibition investment.

- MORE RESOURCES :
BUDGETING YOUR EXHIBITION PARTICIPATION
CREATIVE DESIGN RULES
ELECTRICS UNPLUGGED
EXAMPLE STAND LAYOUT PLAN
EXHIBITORS LAYOUT PLAN (BLANK)
LIGHTBOX GALLERY
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PLANNING YOUR STAND SPACE
SHELL SCHEME GALLERY
STAND HOSPITALITY
STAND PERSONNEL
SUSTAINABILITY
VISUALISE YOUR STAND

- EASY TO ORDER SHELL SCHEME PACKAGES :
BRONZE
SILVER
GOLD
LIGHTBOX
FURNITURE

1. WHAT STAND SIZE AND CONFIGURATION (NUMBER OF OPEN SIDES) HAVE YOU BOOKED?
This information can be found on your Stand Contract. Example : Total Meterage 9m2 Stand Dimensions 3m x 3m
To understand the configuration of your stand you may require the show floorplan. For a copy Email: info@moyne.co.uk

2. VISUALISE YOUR STAND BOOKING
It is essential, before ordering stand services, that you understand how your shell scheme stand will look in 3D and on a layout plan. An example guide is provided below. For inspiration take a look at the SHELL SCHEME GALLERY
Includes diagrams of a stand layout, a 3D visualization, and a grid plan for a 4m x 3m stand. Sub-sections include: 1. LOCATE YOUR STAND, 2. VISUALISE YOUR STAND, 3. PLAN YOUR STAND.

3. BUDGET YOUR PARTICIPATION
To get an idea of the investment that maybe required take a look at our Walk On Shell Scheme Packages BRONZE SILVER & GOLD. The starting point for stands that will make a lasting impression, are functional and a successful vehicle to drive sales, is the formulation of a budget driven strategy. Recommended reading : BUDGETING YOUR EXHIBITION PARTICIPATION

4. PLAN YOUR POWER REQUIREMENTS
Stand planning should start with the positioning of items which require POWER SOCKETS
Power sockets are fixed to stand walls or, if you require power to the front of your stand, attached to the corner nameboard fascia support pole. Trailing cables, from the power socket across the stand floor to multiple locations, are not permitted. To hide / cover cables a 40MM RAISED FLOOR must be installed.
By not planning the positioning of power sockets from the outset, and the associated positioning of any tables, counters or TV's, you run the risk of messages on wall artwork being obscured. Recommended reading ELECTRICS UNPLUGGED

5. FREQUENTLY ASKED QUESTIONS
Question: On a limited budget which stand products would you suggest we purchase?
Answer: Stand services should be purchased as a priority with your product or services in mind. Before viewing the stand aesthetically consider requirements for: POWER & Media Presentation Devices

Read PLANNING YOUR STAND SPACE
After considering the essentials your remaining budget is best directed at the following products:
LOCKABLE CUPBOARD WITH FRONT GRAPHIC
NAMEBOARD FASCIA OVERLAY
CORD CARPET COLOUR CHANGE
FOAMEX WALL PANELS – it is not necessary to cover every wall panel with graphics. For best impact position on end panels closest to the gangway(s) Avoid graphics on panels which may have product or furniture in front of them
Includes images of various stand products like Lockable Cupboard, Fascia Overlay, and Foamex Wall Graphics.

Question: What is the difference between Foamex Panel wall graphics and Tension Fabric wall graphics?
Answer: Shell scheme stand walls are built using metal poles poles and 3mm foamex panels. The white foamex panels fit into grooves on the side of the poles. Poles are raised at a higher profile than the panels. The stand wall is not flat.
FOAMEX WALL GRAPHICS replace the standard white foamex panels between each of the poles. The pole metalwork and top and bottom support beam metalwork is visible. A 3 metre wall would require 3 x panels. Cheapest option.
TENSION FABRIC is provided in one seamless piece across the width / height of the wall. The shell scheme system is not visible. A 4 metre wall would require 4 metres of Tension Fabric. More expensive but aesthetically superior.



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SUSTAINABILITY



Our Objective

To carry out work within our company and in partnership with others in the UK exhibition industry, in an efficient way that minimises or eliminates any adverse impact on the environment.

Our Aims

- To invest in eco-friendly products and sustainable materials
- To identify new sustainable products and recycling opportunities
- To reuse, repair, refurbish or repurpose existing products
- To reduce our Carbon Footprint by using local suppliers
- To use energy efficient transportation
- To communicate the sustainability of our exhibition products to our clients
- To encourage our clients to reuse products purchased for exhibition stands or displays

MORE RESOURCES :

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STAND PERSONNEL SUSTAINABILITY VISUALISE YOUR STAND

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CARPET

REUSE

- After the event the carpet used on gangways and stands comes back to our warehouse and is thoroughly inspected, cleaned and repaired. It is then categorised into either 2nd exhibition use or cut into room sizes and sold.

RECYCLE

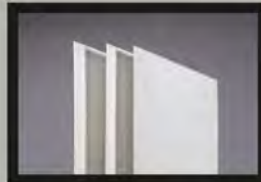
- Once it has no further exhibition use our carpet is made into Polyprop Pellets and recycled into items such as, flowerpots and bottles. We work with local recycling and manufacturing companies to help reduce our carbon footprint even further.
- In addition to turning our Ex-exhibition carpet into Polyprop Pellets, we have recently undertaken an additional recycling scheme. Our exhibition cord is now also being used and mixed in with other used household carpet for all weather horse gallops all around the UK. Due to the material makeup the carpet gallops reduce the risk of injury to the horses being trained.



Polyprop Pellets are recycled into items such as Flowerpots and bottles which means our products' are totally green.

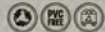
GRAPHICS

- Print fabrics, Black Backed & Back Lit used in Tension Fabric and Lightbox Walls, have 60%-100% post consumer plastic in the weave.
- All fabric based products (Tension Fabric & Lightbox Wall graphics) can be reused by clients or are completely recycled.
- Display Board graphics (Foamex Panels) are made from recycled waste.
- Anything that cannot be recycled is collected by Grundon to become fuel for Clean Community Energy.
- All graphics delivery vehicles are Euro 6 Emissions compliant.
- Fabric printing using water-based and Green Guard inks.



Display Board

Made from FBB virgin fibre liners with a grey centre made from recycled waste.



Honeycomb Board

Made from re-usable, renewable & 100% recyclable kraft paper.



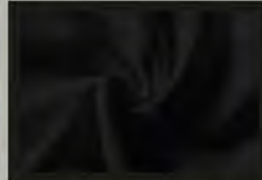
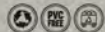
Paper Based Foam Board

Lightweight rigid sheets 100% recycled for green energy.



Eco Correx

Made from Recyclable Materials 100% recycled for green energy.



Black Backed Fabric

100% Polyester recycled for green energy.



Backlit Fabric

Made from 100% recycled PET plastic bottle waste.



ELECTRICS

- We use Low Voltage LED Spotlights
- Electrics Vehicles are Euro 6 Emissions compliant

REUSE

- Electrical cable and light bulbs are collected at the end of every event and, if possible, reused.

RECYCLE

- Old electricals including cables and fuse boards, go to a local reprocessing plant, where they are hand sorted. Machines shred the materials. Magnets separate steel and other ferrous metals.
- Recovered metals and plastics are sold on the open market and can become new products – from bicycles to life-saving equipment.

FURNITURE

- Plastic bags used for furniture delivery are made from recycled materials
- Paints and thinners used for manufacture and are safely disposed of by SafetyKleen UK Ltd
- End of life hire furniture is distributed to local good causes



HOME

COUNTERS

Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

FURNITURE

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Deluxe
Furniture Packages
Reception Counters
Stools
Tables

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Foamex Wall Panels
Freestanding Graphics
Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

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Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

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40mm Floor Only
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40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
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STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

MAXIMISING ON MARKETING & PR OPPORTUNITIES



People do not buy goods & services
They buy relations, stories and magic"

- Seth Godlin

MORE RESOURCES :

BUDGETING YOUR EXHIBITION PARTICIPATION CONFUSED? CREATIVE DESIGN RULES
ELECTRICS UNPLUGGED EXAMPLE STAND LAYOUT PLAN EXHIBITORS LAYOUT PLAN (BLANK)
LIGHTBOX GALLERY MAXIMISING ON MARKETING & PR OPPORTUNITIES
PLANNING YOUR STAND SPACE SHELL SCHEME GALLERY STAND HOSPITALITY
STAND PERSONNEL SUSTAINABILITY VISUALISE YOUR STAND

GET IN TOUCH

+44 (0) 208 997 8596 info@moyne.co.uk

COLLABORATION BETWEEN THE ORGANISER AND EXHIBITORS IS THE KEY TO THE SUCCESS OF ALL EXHIBITIONS

Exhibitions are the only form of marketing which incorporate a live experience with opportunities for targeted PR and Marketing. Only by utilising all the opportunities this unique platform offers and exploiting channels for promotion provided by the Organisers will exhibitors gain from increased brand awareness and sales.

WITHOUT A CLEAR REASON OR REASONS FOR ATTENDING AN EXHIBITION YOUR PARTICIPATION IS DESTINED FOR FAILURE

In deciding to exhibit, the overriding question should be: *'How can my company gain, as part of its corporate marketing strategy, a significant benefit from exhibiting?'* To gain a significant benefit and be a successful exhibitor, it is essential that your exhibition objectives are identified. Only by doing this and agreeing the actions required to achieve your objectives will you be able to formulate a Sales, Marketing, PR & Stand Design strategy for the exhibition. **The design of your exhibition stand will be the end result of your strategy.**

IDENTIFY EXHIBITION OBJECTIVES & ACTIONS

- Meet Existing Customers – have you invited them?
- Make New Contacts – from which market segment?
- Maintain And Improve Company Image – how?
- Maintain Market Share – how?
- Enhance European Market Share – how?
- Launch New Product – which product and how?
- Find Agents & Distributors – who? how?
- Obtain Competitive Intelligence – who? how?
- Re-establish Current Products – which products? how?
- Stimulate Media Coverage – PR and Marketing Plan?
- Conduct Business With Other Exhibitors – who? how?
- Acquire New Marketing Data – how?
- Take Enquiries & Orders – How? ROI target?

TOP TIP

Read The Show Marketing Information

Take advantage of ALL show marketing opportunities, think outside the box to develop new opportunities and make the Show Marketing Manager your new best friend!

MAXIMISE ON THE MARKETING & PR OPPORTUNITIES EXHIBITION PROVIDES

- **Include A Banner On All Company Email Correspondence.** Include dates, venue and 'See Us At x exhibition' or 'New Product X To Be Launched At x Exhibition' If the Organiser doesn't provide one develop your own banner sign off.
- **Promote Your Attendance On Your Website.** Detail special show offers, competitions and products that will be launched at the exhibition.
- **Promote Your Attendance On Social Media.** Make the stories interesting and newsworthy. Get people talking about what you are doing prior to, during and after the exhibition. Make one person responsible for this activity.
- **Utilise All Marketing & PR Opportunities Provided By The Organisers.** These opportunities are included in the cost of your participation so use them. Read the Show Marketing Manual carefully and make the Show Marketing Manager your new best friend!
- **Explore All Sponsorship Opportunities On Offer.** These will have been designed for a range of budgets and could include: Official Carrier Bags, Product Insert in Carrier Bags, Coffee Points, Feature Areas, Gangway Floor Tiles, Seating Areas, Online / Hard copy Show Catalogues. Develop your own ideas for brand exposure via sponsorship and present them to the show marketing team. Always remember to calculate the cost of sponsorship and on cost to you for delivery.
- **Promote Your Expertise via Participation in Exhibition Conferences / Seminars Programmes.** Exhibitions provide an opportunity for your company to be seen as the experts in your field. Make sure you have a good, credible speaker and the content is not merely a sales pitch – this type of content is likely to have a negative effect on your organisation. Make content relevant, interesting and newsworthy.
- **Collect Data.** Utilise lists of previous attendees prior to the exhibition and scan visitor badges via data capture devices at the exhibition. Lists of visitors are usually available to purchase after the event. Utilise these to capture data on anyone you may have missed. Have a clear follow up plan to engage with potential customers pre, during and after the exhibition.
- **Use Online Listings And Show Guides.** Communicate the reason for your participation at the exhibition (new product launch, seeking new distributors etc..) Make it more than a potted company bio. Make it relevant to your participation at that particular exhibition.
- **Develop On Stand Promotions.** Competitions and prize draws are a cost effective way of gaining publicity prior to the show and if linked to an innovative competition draw on the stand, they can enhance your social media reach during and after the show.
- **Get Visitors To Promote Your Company.** Stand Selfie Stations, if done in an amusing and appealing way, are attractive to the millennial audience. Alternatively offer a fun download that can be uploaded to the visitor's Facebook or Twitter account.
- **Get The Press Talking About You.** Exhibitions are a great opportunity for members of the press to gather and report on new trends and products. Get ahead of the game and personally invite key editors to your stand. Make sure you have something interesting to entice them with!
- **Use Branded Clothing To Promote Key Messages.** Corporate branded clothing is rather like Marmite, some like it some hate it. Personnel on stands and walking around an exhibition centre promoting the brand and key brand messages can, however, be a powerful marketing tool particularly if the message is linked to activities taking place on the stand.
- **Celebrate And Promote Company News And Credentials** such as: 'Celebrating 25 Year In Business' '1 million Units Now Sold' 'As Featured in Vogue' '25,000 Users Worldwide' 'Preferred Partner of X'. Claims do not need to be big to be impressive but ALL claims do need to stand up to scrutiny.
- **Explore Venue Marketing Opportunities.** Venues such as ExCeL, Olympia and the NEC offer poster advertising sites, electronic advertising and external banner sites. Marketing within the venue puts your brand at the fore before visitors have reached the exhibition hall



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TOOL BAR

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STAND HOSPITALITY



The Hospitality You Offer Should Compliment Your Product And Brand

The Hospitality Offering & Method Of Service Reflect On You And Your Company

MORE RESOURCES :

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There is no doubt that the smell of freshly cooked food, the sight of a platter of sandwiches or the temptation of a glass of something will make your stand ever so popular! Drawing visitors in like bees to honey!

However tempting the vision of queues of visitors at your stand maybe, exhibition hospitality should only be considered for **small scale service to qualified recipients**. Failure to do this will likely result in the hospitality items running out more or less straight away and a very large bill for ordering in more!

Providing hospitality within stands, where space is at a premium, can be a challenge but with creative thinking it is achievable.

When planning the integration of hospitality into your stand layout it is advisable to **create a dedicated area** for the service of Champagne, Soft Drinks or Coffee - an inner sanctum - a separate area towards the rear of the space where business can be discussed with qualified VIP's in a relaxed atmosphere. Hospitality should be restricted to this area leaving the stand as a showcase for new enquiries.

ALWAYS plan your hospitality area layout around the most economical way to distribute power to appliances – this is usually against a stand wall. Failure to do this may result in the requirement for cable distribution under a 40mm Raised Floor.

MOBILE CATERING IDEAS

Popcorn, Chocolate Fountain, Vintage Ice Cream Bicycles and Candy Floss Stations have become very popular on exhibition stands.

Equipment can usually be delivered, set up and collected from the exhibition by the hire company. **Always confirm that this is included in the hire charge together with technical call out should anything go wrong.**

- ALWAYS check the appliance power requirements and the subsequent cost for purchasing the power before confirming the hire order.

- ALWAYS check that the supplier has the correct delivery and collection information. This will include:

- Venue
- Date & Times – Delivery & Collection
- Requirements For Access – Badge / Vehicle Pass
- Hall / Stand Number (ideally give them a floorplan)
- Placement Position on stand space

- ALWAYS meet your supplier & don't let them leave until you are sure the equipment works and you know how to operate it.



STAND HOSPITALITY - Key Considerations

Where
On Stand Space OR Off Stand Space?

Purpose
For Whom & Why?

Schedule
When?

Type of Hospitality
Best Suited To Space, Budget, Objectives

Quantity Required
Anticipated Numbers Per Day

Management Responsibility
Pre Show & Onsite

Logistics
Service, Delivery, Cleaning, Disposables, Waste

Regulations
Adherence to Venue & Legal Food Service Regulations

Power Cost
Power size requirement for all catering appliances

Total Cost
Budget for all items associated with hospitality and foodservice

STAND HOSPITALITY : POWER CHARGES

When deciding to provide stand hospitality the cost of the power required to run catering machines should always be factored into the budget. Caterers and venue suppliers hire machines **excluding** the cost of the power supply on your stand to run it.

Beware the power cost for machines with a heating element - coffee machines or kettles – this could be more than the total cost of the hospitality you are providing.

Always refer to the show Electrical Order Form or speak to the show Electrical Contractor for prices before ordering equipment or hospitality packages which include machines.

Caterers should provide guidance on machine power but as a rough guide allow for the following:

- **Nespresso Machine** 1 x 2000w (8amp) Socket
- **Filter Coffee Machine / Popcorn Machine** 1 x 3000w (13amp) Socket
- **Barista Commercial Machine** 1 x 16amp single phase supply or 1 x 32amp single phase supply & 1 x 2000w for the grinder
- **Kettle** 1 x 3000w (13amp) Socket
- **Small Fridges** 1 x 500w socket 24 hour power - if power to the appliance is required overnight.

STAND HOSPITALITY : VENUE CONCESSION FEES

All major UK exhibition venues charge concession fees to exhibitors providing their own food & drink products for stand hospitality purposes.

This includes edible goods, water, tea, coffee, soft drink and alcohol.

Before considering any form of catering on your stand ask the Venue for clarification on concession fees.

By arriving at the exhibition with your own food or drink you run the risk of the venue closing your foodservice down without immediate payment of the concession fee.

Venue Caterers

Caterers at ExCel, Olympia, the NEC and most primary venues have developed high quality innovative stand hospitality packages which include delivery, collection disposables and foodservice equipment.

For ease of delivery and to avoid charges **always** contact the venue caterers first to provide catering for your stand

Olympia Stand Catering
<https://host-olympia.london/exhibitors>

ExCel Stand Catering <https://excellondonhospitality.exhibitorcatering.co.uk/>



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Nameboard Fascia Removal
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ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

STAND PERSONNEL



“People spend money when and where they feel good”

- Walt Disney

MORE RESOURCES :

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CREATING A PEOPLE 'FEEL GOOD FACTOR' IS FAR MORE LIKELY TO CREATE BRAND RECOGNITION AND INCREASE SALES ONSITE AND AFTER THE SHOW

All too often we see beautifully executed stands that tick all the boxes for professional, creative design with stand personnel sitting talking to each other or engrossed on their mobile phones, totally disinterested in engaging with the audience.

Sadly we can 100% guarantee that these exhibitors will report that they have not had a successful show!

- You have a window of opportunity to develop your business and make sales, so, managing the right people to represent your company is the most important task you have.
- Impressions of your business are created not only by your stand but by your stand people

HOW TO MAKE VISITORS TO YOUR STAND 'FEEL GOOD'

- Offer a friendly smile
- Leave visitors to absorb your offering, don't pounce
- Approach and make a suitable remark such as 'have you visited Portugal?' 'which type of chocolate do you prefer?'
- Avoid CAN I HELP YOU?** – this will inevitably lead to 'NO THANK YOU'
- Qualify the visitors interest and suitability. It is advisable to role play scenarios in advance of the exhibition with team members. Questions could include: who they work for? what they do?, why have they come to the exhibition? Not everyone will be relevant to your company today but could be relevant tomorrow so never dismiss anyone
- Introduce visitors to members of your team by name and title. Clearly identify the team member best placed to advise them and why and then move away
- If you are busy dealing with an existing visitor, smile or nod to acknowledge the new visitor
- Speak to everyone who comes on the stand and never turn your back to the gangway
- Acknowledge your appreciation for the time the visitor has taken to come to the exhibition and your stand
- Always take visitors details. Scan or photograph their badge or ask them to register their details with your branded pen and then give them the pen to take away
- Reward interest. Giveaways are useful means of rewarding interest and increasing brand exposure. The level and value of the giveaway should reflect the importance you have placed on their enquiry. Low level interest giveaways: Pens & Confectionary. High level qualified important leads could receive a branded bag complete with information and a branded gift. Be creative & fun!
- Keep stand staff motivated, hydrated and engaged. Factor in breaks and outdoors time
- Avoid a team night out during the show. Staff smelling of alcohol or visibly unable to perform their duties are not a good representation of your company
- Avoid including anyone on your team who does not want to be there or doesn't agree with the company's participation at the event. Their disinterest and negative attitude will be conveyed to visitors and other team members. Remember not everyone is suited to or likes exhibition sales.
- Arrange a debrief after Day One. The temptation maybe to get to the bar or hotel as fast as possible but recapping will focus on anything that needs to be done prior to the show opening the following day
- A happy, well organised, productive team will wow visitors with their positivity and enthusiasm

PEOPLE CHECKLIST

- What brand, product, technical expertise is required?
- Who in your organisation meets all your requirements & are they available?
- Has the purpose and objective for exhibiting been communicated and with them?
- Do they know what their role will be?
- Is there a tasks and responsibilities plan to avoid 'I thought you were doing that?'
- Are they happy with the function they have been asked to perform?
- Have they been involved in project briefings?
- Has an exhibition schedule been developed?
- Has accommodation & transport been booked?
- Do they know how to get there and where your stand is?
- Do they require uniforms or badges?
- If they are responsible for delivering items do they have the means to do it? Trolleys?
- Has a briefing sheet been communicated to all stand personnel?
- Has a risk assessment been undertaken for the stand live days?
- Are stand personnel aware of venue emergency and evacuation procedures?
- Has a daily expenses allowance been agreed?
- Does a team member have the means to make a card payment for any extras onsite?
- Is there an incentive scheme in place for enquiries & orders?
- Is there a post show follow up plan and are staff available to action the plan?

CHOOSE THE RIGHT PEOPLE

It is important that those who represent your company at the exhibition are helpful, courteous, well presented and have a professional demeanour.

- Your stand personnel must be chosen carefully based on their knowledge of the company's products and services.
- Goal orientated personnel work well on exhibition stands. Ensure all personnel have at least one personal goal they need to achieve.
- Goals & incentives increase accountability, productivity and motivation.
- Choose the right Stand Manager. This team leader is key to creating a fun, positive environment. They will need to have impeccable organisation and people management skills to deliver a successful event. Always have a fully briefed Number 2 on standby.

INVEST IN SOME LIGHT-HEARTED EXHIBITION TRAINING FOR YOUR TEAM

Vintage John Cleese 'How Not To Exhibit Yourself' from Video Arts is as relevant today as it was in the 90's. Follow the link for a free trial.

<https://www.videoarts.com/vintage-video-arts/how-not-to-exhibit-yourself/>



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GALLERY SHELL SCHEME



1
3M X 3M TWO OPEN SIDES
WALK ON SHELL SCHEME PACKAGE SILVER + TV PACKAGE



2
4M X 3M ONE OPEN SIDE
WALK ON SHELL SCHEME PACKAGE GOLD + TV PACKAGE



3
6M X 3M THREE OPEN SIDES
TENSION FABRIC WALL FASCIA OVERLAY TV PACKAGE
LOCKABLE COUNTER & GRAPHICS
40MM RAISED FLOOR WOODPLANK VINYL



4
6M X 3M THREE OPEN SIDES
TENSION FABRIC WALL FASCIA OVERLAY TV PACKAGE
FURNITURE PACKAGE A
LOCKABLE COUNTER & GRAPHICS
40MM RAISED FLOOR CORD CARPET
RECEPTION COUNTER & FRONT GRAPHIC



5
4M X 4M THREE OPEN SIDES NO FASCIA
TENSION FABRIC WALL TV PACKAGE
FURNITURE PACKAGE D
LOCKABLE COUNTER & GRAPHICS
40MM RAISED FLOOR WOODPLANK VINYL

6
3M X 2M TWO OPEN SIDES 'UNDRESSED STAND'

3M X 2M TWO OPEN SIDES
TENSION FABRIC WALL
STANDARD NAMEBOARD
CREAM CORD CARPET
LOCKABLE COUNTER & GRAPHIC
ZIG ZAG LITERATURE RACK



7
4M X 4M TWO OPEN SIDES NO FASCIA
TENSION FABRIC WALL
BESPOKE 2M COUNTERS
LONG ARM ALUMINIUM SPOTLIGHTS
SURF SQUARE TABLE
WAVE CHAIRS



8
3M X 2M TWO OPEN SIDES
WALK ON SHELL SCHEME PACKAGE BRONZE



9
3M X 3M TWO OPEN SIDES
FOAMEX PANEL WALL GRAPHICS
FASCIA OVERLAY
TV PACKAGE
FURNITURE PACKAGE A
LOCKABLE CUPBOARD



10
3M X 2M TWO OPEN SIDES
FOAMEX PANEL WALL GRAPHICS
FASCIA OVERLAY
FURNITURE PACKAGE A



11
FASCIA OVERLAY
TV PACKAGE
TENSION FABRIC WALL

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TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

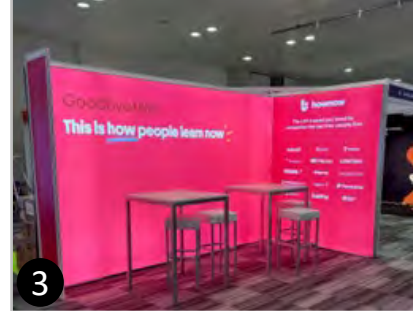
GALLERY LIGHTBOX WALLS



3M X 3M TWO OPEN SIDES
WALK ON LIGHTBOX PACKAGE



6M X 3M THREE OPEN SIDES
5.8M LIGHTBOX WALL SINGLE SIDE
1.8M DOUBLESIDED LIGHTBOX WALL
LOCKABLE CUPBOARD & FRONT GRAPHIC
FURNITURE PACKAGE C



4M X 2M THREE OPEN SIDES NO FASCIA
3.8M LIGHTBOX WALL SINGLE SIDE
1.8M LIGHTBOX WALL
CORRINE BAR TABLE & CORRINNE STOOLS



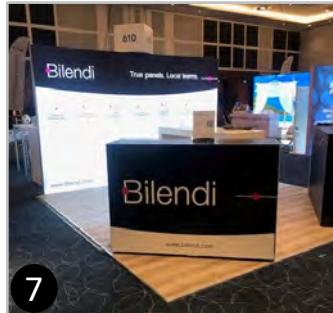
3M X 3M ONE OPEN SIDE NO FASCIA
2.8M LIGHTBOX WALL SINGLE SIDE X 3
LOCKABLE CUPBOARD & FRONT GRAPHIC
FURNITURE PACKAGE C
ZIGZAG LITERATURE RACK



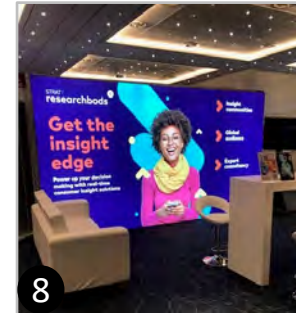
3M X 2M ONE OPEN SIDE
2.8M LIGHTBOX WALL SINGLE SIDE (BACK)
TENSION FABRIC WALLS (SIDE)
FASCIA OVERLAY
LOCKABLE CUPBOARD & FRONT GRAPHIC
LEVANTE BAR TABLE



4M X 3M TWO OPEN SIDES
3.8M LIGHTBOX WALL SINGLE SIDE (BACK)
2.8M LIGHTBOX DOUBLESIDE (SIDE)
STANDARD NAMEBOARD
FURNITURE PACKAGE A
COMPUTER PLINTH



4M X 4M THREE OPEN SIDES
3.8M LIGHTBOX WALL SINGLE SIDE (BACK)
LOCKABLE CUPBOARD X 2 ONE GRAPHIC
18MM FLOOR WOODPLANK VINYL OAK



4M X 4M THREE OPEN SIDES
3.8M LIGHTBOX WALL SINGLE SIDE
LEVANTE BAR TABLE
SOFA – MOYNE FURNITURE BROCHURE



4M X 2M TWO OPEN SIDES
3.8M LIGHTBOX WALL SINGLE SIDE (BACK)
1.8M LIGHTBOX WALL (SIDE)
DEMO DESKS
ZETA BAR STOOLS



MORE RESOURCES :

BUDGETING YOUR EXHIBITION PARTICIPATION CONFUSED?
CREATIVE DESIGN RULES ELECTRICS UNPLUGGED
EXAMPLE STAND LAYOUT PLAN EXHIBITORS LAYOUT PLAN (BLANK)
LIGHTBOX GALLERY MAXIMISING ON MARKETING & PR OPPORTUNITIES
PLANNING YOUR STAND SPACE SHELL SCHEME GALLERY
STAND HOSPITALITY STAND PERSONNEL SUSTAINABILITY
VISUALISE YOUR STAND



QUICK TIP

Lightbox Walls work best with removal of the nameboard fascia, bold colours and colour coordinated carpet and furniture

GET IN TOUCH

+44 (0) 208 997 8596 info@moyne.co.uk



HOME

COUNTERS

Cupboards & Desks
Lockable With Graphic
Reception Counters

ELECTRICS

Electrics Unplugged
Lighting
Power Sockets

FLOORCOVERING

Cord Carpet Colour Change
Printed Carpet
Cord & Printed + Raised Floors
Vinyl Coloured + Raised Floors
Vinyl Woodplank + Raised Floors

FURNITURE

Accessories
Cupboards & Desks
Chairs
Deluxe
Furniture Packages
Reception Counters
Stools
Tables

GRAPHICS

Fabric – Tension Walls
Foamex Wall Panels
Freestanding Graphics
Hanging Banners

LIGHTBOX

Lightbox Counters
Lightbox Walls

NAMEBOARDS

Fascia Graphics Overlay
Nameboard Fascia Removal
Nameboard Print Request

PACKAGES

Shell Scheme Bronze
Shell Scheme Silver
Shell Scheme Gold
Lightbox Stand Package
Electrical Shell Scheme
Furniture Packages

RAISED FLOORS

18mm Floor Only
40mm Floor Only
18mm Floor + Carpet
40mm Floor + Carpet
18mm Floor + Coloured Vinyl
40mm Floor + Coloured Vinyl
18mm Floor + Woodplank Vinyl
40mm Floor + Woodplank Vinyl

STANDFITTINGS

Brackets
Hanging Rails
MDF Cladding
Shelves
Storerooms
TV Panels & TV's



ORDER & PAYMENT

TOOL BAR

FOR PRODUCT SPECIFICATIONS & PRICES CLICK ON PRODUCTS ABOVE IN PINK

Moyne

TERMS OF SALE

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 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.

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.

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 above 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:

Refund

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.