showlite

SHELL SCHEME EXTRAS FORM
Speciality Fine Food Fair, 10th- 11th September 2024 Olympia

SPECIALITY & FINE FOOD FAIR
OLYMPIA LONDON
10–11 SEPT 2024
— CELEBRATING 25 YEARS —

T: 01264 365550
E: Exhibitorsales@showlite.co.uk
www.showlite.co.uk

Invoice Details

Purchase Order No:

Invoice Company Name:

Invoice Contact name:

Invoice Address:

Post Code:

Tel No:

VAT Number:

Email Address for invoice:

Stand Details

Exhibiting Company Name:

Stand Number:

Please specify the position of each item using the grid on page 2.

	Early Bird Cost	After 09/08/2024 Cost	Quantity	Total Cost
Wall Panel - 2.5m (h) x 1m to match shell scheme	£57.75	£69.30		
Door Section 2.5m (h) x 1m to match shell scheme	£94.50	£113.40		
Curtained Entrance 2.5m x 1m, please specify colour :	£57.75	£69.30		
18mm MDF Infill panel, to allow for wall mounting of TV's or products. Max weight 35kg	£89.25	£107.10		
Slat wall panel to replace standard wall panel *(please contact us if you require hooks)*	£80.85	£97.02		
Flat shelf - 1m long x 300mm deep (an additional fee of £20 per shelf will be added if ordering with flush fitting graphics to notch graphics on site) **maximum weight 12kg.**	£31.50	£37.80		
Sloping shelf - 1m long x 300mm deep maximum weight 7kg.	£31.50	£37.80		
Hat & Coat hooks fixed to wall	£31.50	£37.80		
FLOORCOVERING UPGRADES *				
Shell Scheme carpet colour change with polythene *(please contact us for digital swatch card)*	£12.60	£15.12	sqm	
Premium Floorcovering - Vinyls & Velours with polythene	£21.00	£25.20	sqm	

SHELL SCHEME GRAPHICS Early bird fee will only apply if artwork is received by 09/08/2024

Fascia Overlay Panels Per Metre	£47.25	£56.70		
Flush Fitting Graphics Per Panel	£194.25	£233.10		
Infill Graphics Per Panel	£189.00	£226.80		
Graphic Board 1m x 1m	£89.25	£107.10		
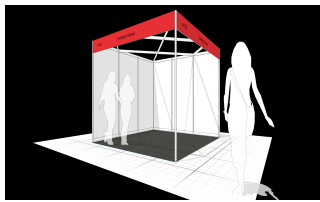
Fascia Overlay

Flush Fitting Graphic

Infill Graphic

SUB TOTAL

VAT 20%

TOTAL

Goods/Services will not be provided unless fully paid for in advance. If you wish to pay by Credit/Debit Card please call once in receipt of the invoice.

It is the exhibitor's responsibility to remove any polythene covering from their flooring.

*Showlite cannot guarantee the order will be processed if the order is not sent to the email address on the form. You will receive an invoice as order confirmation.

Please note all orders are subject to availability, and stock is not reserved until full payment is made.

Cheques made payable to **Showlite Ltd**. BACS details will be available on your invoice, alternatively please contact us for details. By completing this order form, you are agreeing to our Terms and Conditions. For a copy please contact us on 01264 365550.

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Suite 2,
Fosse House,
East Anton Court,
Andover,
Hampshire.
SP10 5RG

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ADDITIONAL SHELL SCHEME INSTRUCTIONS

SPECIALITY & FINE FOOD FAIR
OLYMPIA LONDON
10–11 SEPT 2024
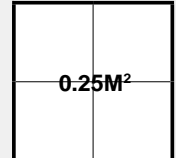— CELEBRATING 25 YEARS —

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■ Please indicate on the below grid the position of any items ordered and any height measurements for shelving or rails
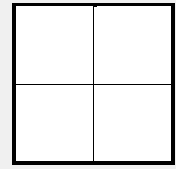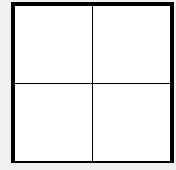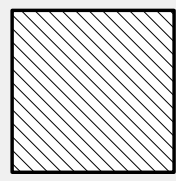
Stand Number above:

Stand Number Right:

Stand Number Left:

PLAN VIEW

FRONT OF STAND

GRID OPTIONS

0.25M²

3X3 STAND

6X6 STAND

12X12 STAND

PLEASE HATCH UNUSED SPACE

STAND NUMBER

COMPANY NAME

ADDITIONAL NOTES
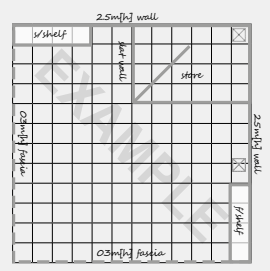
✉ Please send your completed form to Exhibitorsales@showlite.co.uk

* Unless supplied with this drawing, the installation will be fitted at the stand builder's discretion.
Any complaints or faults must be reported in writing before the close of the exhibition

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ARTWORK SUBMISSION GUIDELINES

Our goal is to provide you with the best quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. The purpose is to assist you in the process of creating files that are acceptable for production. If you are sending finished print ready files, please pass this information along to your designer or art department.

PRINT READY PDF [RECOMMENDED]

High-res **PDF/X** (preferred) Ai with PDF content (choose this option when saving file) EPS files with **embedded** links and **outlined** fonts

NATIVE FILES [BACKUP]

AI file with Packaged supporting links and fonts
EPS file with embedded links and outlined fonts
ID file with Packaged supporting links and fonts

RASTER OR BITMAP ART

Photoshop EPS (8-bit, Max. Quality JPG compression)
PSD (font layers rasterized)
TIFF, JPG (quality 8 and higher)

ACCEPTED SOFTWARE

Adobe Creative Cloud software (PC or Mac).

Please always provide:
Native files with fonts and links (compressed)
High-res PDF/X exports of the files. If you are using Illustrator OR InDesign use the **'Package'** feature. For all other versions of Adobe Ai (CS6, CS5... etc) please embed linked images and convert fonts to outlines. InDesign files should always be Packaged.

RESOLUTIONS

Art Submitted at **1:1** (100%) > **72dpi** (100dpi preferred)
Art Submitted at **2:1** (50%) > **200dpi** (300dpi preferred)
Art Submitted at **4:1** (25%) > **400dpi** (600dpi preferred)

VECTOR ART

Logos should be vector and have outlined fonts
(if containing bitmaps, please use high-res images)

FONTS & LINKS [IF REQUIRED]

Supply all **fonts** used in your design (compress Mac fonts)
If unsure how to collect fonts, convert them to outlines.
Supply all **links** used in your document.
Use the **'packaging'** feature if available. If unsure how to collect links, embed them in the file when saving OR supply content with the native file.

COLOUR

Supply all artwork 4 Colour CMYK, Convert any RGB or SPOT content to CMYK prior to sending. If PMS colour matching is required, please use original Pantone + Solid Coated swatches in your artwork.

Modifying Pantone names will result in printing default colour (CMYK). CMYK artwork will be produced "As Is" Our colour output is balanced and vibrant.

⊘ Errors can arise when using files created by packages such as **Microsoft Word**, **Excel** and **PowerPoint**. Accordingly, the supply of formats such as gif, bmp and low resolution jpg is not advised. Any file manipulation or studio time will incur a charge. Please contact us for a quote.

RESOLUTION EXPLAINED

<72dpi	**100dpi**	**150dpi**	**>300dpi**	**vector**
LOW RESOLUTION			HIGH RESOLUTION	

VECTORS
Files such as **EPS**, **AI** and **PDF** are excellent for creating graphics that frequently require resizing.

Your company logo and brand graphics should be supplied to us in Vector format where possible.