

Innovation Gallery Stand Specification

The stand will be ready for you to set up on Monday 2nd February at 1000hrs.

Each stand will be built and equipped as follows:

- 2.74m back wall as specified below to be decorated as you wish (see below for more information)
- Dark grey carpet
- Nameboard (attached to baton above the stand)
- General Purpose Spotlight (120W)

WALLS

Each panel measures **2.74m high x 1m wide** and **50mm** thick. It is constructed from plywood on a timber frame and painted white.

The internal wall dimensions must be taken into consideration if you are printing graphics that span the length of the wall.

For specific measurements of your stand, or if you have any other questions about your artwork dimensions, please contact the [organisers](#) and they will be able to help you.

ACCEPTABLE FIXING METHODS:

Only pins, nails, screws and mirror plates may be used to hang exhibits but **should exhibitors plan to hang anything heavy (over 5kg per panel), please contact the BDC as soon as possible for advice as the walling will need to reinforce.** Double-sided sticky tape, Velcro, cavity fixings or rawl plugs may **NOT** be used to attach exhibits or graphics on Traditional panels. For more information on acceptable fixtures, please contact the BDC.

Please note, there will be batten bracing on the panels for stability only - please do not attach to this.

If you are wallpapering your panels you will need to order MFD cladding to eliminate damage to the panel.

If any damage occurs to panels the Business Design Centre will charge the stand holder the full panel price.

FASCIA/ NAMEBOARD

A 300mm fascia, secured with wooden battens is provided with your stand. You will also receive a nameboard attached to this.

The name is taken from the contract, should you wish to check or change please let the [organisers](#) know immediately. **Any changes made after Friday 2nd January may incur a charge of £75.00 to reprint the nameboard.**

FLOORCOVERING

The Business Design Centre is a permanently carpeted venue with **dark grey carpet.**

If Exhibitors wish to provide their own flooring, they must first lay floor flats or a platform. This must also be finished with metal/plastic edging trim. Carpet or vinyl must not be laid directly on top of carpet. NB: Exhibitors are required to make arrangements to remove their stand carpet from the venue, otherwise they will receive a wastage charge.

ELECTRICS/ TEMPORARY POWER

There is 1 x spotlight included in your stand. There are no power sockets on your stand, if you require one, please order this through the BDC.

To order electrics please use the Business Design Centre's [Online Shop](#) or contact them directly. Remember to send the BDC a grid/layout to specify location of your electrics otherwise they will be placed at BDC's discretion. Should you wish to move the location onsite, there will be a fee.

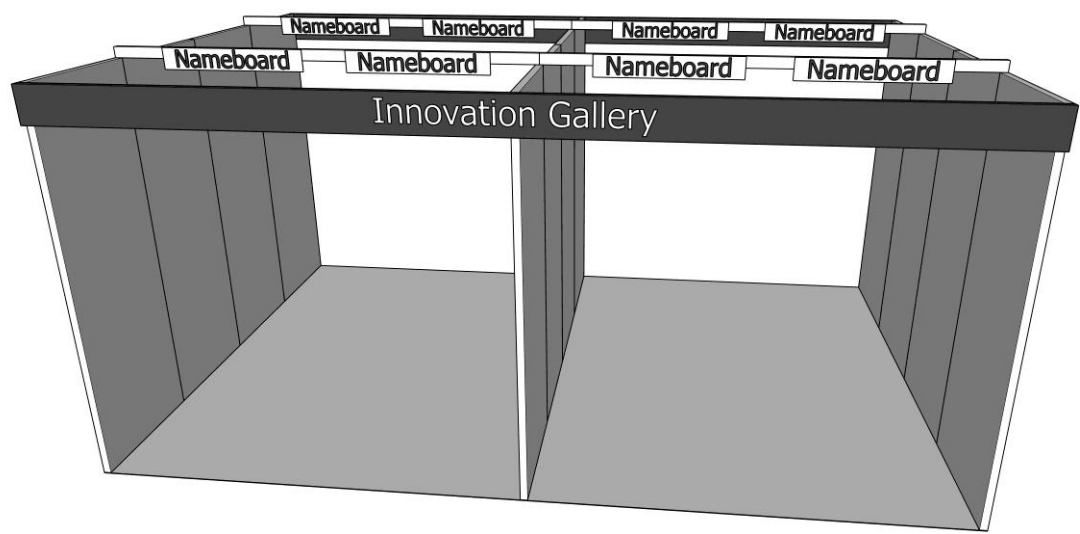
EXTRAS

If you would like to order any extras, please contact the [organisers](#) first to check that it is possible within the Innovation Gallery.

FOR ADDITIONAL INFORMATION, CONTACT:

Organiser - Montgomery Group	Shell & Electrical Contractor - BDC
Tia Thornhill T: +44 (0)207 886 3021 E: ops.sds@montgomerygroup.com	Amelia T: +44 (0)208 288 6487 E: ameliab@bdc.london

INNOVATION GALLERY SHELL SCHEME VISUAL



PANEL INFORMATION

Please see below a diagram of the batten system behind each panel.

