

Timetable

Build up	DATE	TIME	ACCESS PERMITTED FOR
	Monday 13 November 2023	12:00 - 18:00	Space Only Exhibitors & Contractors
	Tuesday 14 November 2023	08:00 - 20:00	Space Only Exhibitors & Contractors
		12:00 - 20:00	Shell Scheme Exhibitors
<ul style="list-style-type: none"> • Hi-vis and sensible closed toe footwear must be worn during build up and breakdown. You may not be permitted to access the hall without these safety precautions • Please ensure you book temporary power if it is needed on your stand during build up • CHILDREN UNDER THE AGE OF 16 ARE NOT PERMITTED IN THE HALL DURING BUILD UP UNDER UK LAW 			
Open	DATE	EXHIBITOR ACCESS TIMES	SHOW TIMES
	Wednesday 15 November 2023	08:00 - 20:00	09:00 - 17:30 1730 - 1930 Networking drinks
	Thursday 16 November 2023	08:00 - 22:00	09:00 - 16:30
	<ul style="list-style-type: none"> • Exhibitors may restock stands and receive deliveries on open days until 30 minutes before the show opens • Exhibitors must not carry out work on their stand during the exhibition open hours • Please note that power to the stands will be turned off 30 minutes after the show closes each day including the last day (if you require power later than this you must contact the Organiser office before midday) 		
Breakdown	DATE	TIMES	ACCESS PERMITTED FOR
	Thursday 16 November 2023	16:30 - 18:30	All stands - removal of exhibits (only once visitors are clear of the hall)
		20:00	Shell scheme exhibitors to be clear of the hall by 20:00
		22:00	Space only exhibitors and contractors must be clear of the hall by 22:00
<ul style="list-style-type: none"> • NO EXHIBIT OR STAND FITTINGS MAY BE REMOVED OR DISMANTLED BEFORE ALL VISITORS ARE CLEAR OF THE HALL ON THE LAST DAY OF THE SHOW • All waste material must be removed, this includes carpet / boxes / unused literature / timber / exhibits etc. Any items left onsite after this time will be deemed as rubbish and thrown away; the removal of items is chargeable to the exhibitor • The organiser accepts no responsibility for any items left on site • CHILDREN UNDER THE AGE OF 16 ARE NOT PERMITTED IN THE HALL DURING BREAKDOWN UNDER UK LAW 			