

Compulsory Shell Scheme Declaration Form

Please complete this form and return it to your Customer Service Manager.

Company Details

Company Name:
Stand Number:
Contact Name:
Telephone Number:
Email:

Construction Type

Please note that we will build your entire stand with shell scheme walling.

☒ No Amendments Required

If none of the outlined activities below apply to your stand and you are using the shell scheme stand as provided, please tick the box and return the form only.

Please Note:

The maximum height of any display **items on your stand may not exceed 2400mm.** Encroachment of exhibits outside of your stand footprint is strictly prohibited. If you intend to show any items above this height, please email your Customer Service Manager to request a stand type change to space only. We will do our best to accommodate your request however this is not guaranteed.

Erection of Pop-up within your Shell Scheme

Please provide an explanation and photos of your stand plans, including at show visitor engagement activities. Must Include any dimensions of Pop-Ups.

On-site Contact Details of person erecting the pop-up:

Name:

Email:

Mobile Number:

Other Construction Type (email further details)

Please email your Customer Service Manager if you require a stand type change to Space Only so you can build your own stand. We will do our best to accommodate your request **however this is not guaranteed.**

Health & Safety Declaration

The Health & Safety at Work Act 1974, incorporating CMD 2015

It is a condition of entry into the conference that every exhibitor, contractor, sub-contractor, supplier and his / her agents comply with the Health & Safety at Work Act 1974 (HASAWA74) and all other legislation covering the venue. The exhibitor accepts that it is his / her legal & moral responsibility to ensure his / her own and others health and safety is not put at risk by their actions (or inactions) during the conference.

Whilst submission is not mandatory, we strongly recommend submitting a copy of your Public Liability Insurance Certificate, which must be a minimum of £5m or equivalent in another currency, together with this completed Shell Scheme Construction and Declaration Form.

I can confirm that our stand staff will be sufficiently instructed and aware of matters relating to Health & Safety and their duty of care, in order to carry out their tasks competently and safely. We have completed a full Risk Assessment for the event (you are not required to submit a Risk Assessment or your Health and Safety policy however these must be available on the stand and to authorities if required).

Sign and Return

Site Induction – CDM 2015 - By signing this declaration, I am confirming that all staff employed by, or contracted to, this company who wish to access the site during the build or break phases, will have seen and understood the Venue Site Induction information, where available, and will comply with all requirements therein.

Print name:

Date:

Signature:

Please complete this form and return it to Operations@uncrewedtechexpo.com before 15th August