

Exhibition Timetable



Build Timetable

Sun 30 June	0800 – 2000	Space only
Mon 1 July	0800 – 2000	Space Only
	1300 - 1800	Shell Exhibitors & Exhibitor Registration
	1400	Electrical supply to stands (subject to Venue approval)
	1600	All stand build must be completed
	1600	Hall Cleaning in preparation for aisle carpet installation
	2000	Stand dressing must be completed
	2000	Halls close

All stand build must be completed by 2000 on Monday 1 July. Access for contractors on Tuesday 2 July is restricted to 1 standby/ maintenance badge per stand only

Exhibition Open Days

	Halls Open	Registration	Pre Scheduled Appointments
Tues 2 July	0800 – 1830	0900 – 1730	1000 – 1800
Weds 3 July	0800 – 1830	0800 – 1730	0900 – 1800
Thurs 4 July	0800 – 2200	0800 – 1630	0900 – 1700

Breakdown

Thurs 4 July	1700 – 1800	Removal of valuables and clearing of Shell stands disconnection of services to stands
	1800 – 0400	Dismantling of space stands (Halls A & B)
Fri 5 July	0800 – 1200	Dismantling of space stands (Hall B only)

Please note that Shell Scheme stands will be dismantled from 1900 on Thursday 4 July; therefore, please ensure that all exhibits and valuables have been removed before this time. If you would like any items stored until Friday morning, then please contact the official freight contractor with your requirements.

Contractors and trolleys will not be permitted to enter the halls until it is clear of visitors, which we anticipate will be 30 minutes after the last appointment.

For reasons of security, exhibitors are advised to remove all portable and valuable items as soon as possible after the show closes and not to leave their stand unattended until all such items are clear.

All materials, packaging and waste must be removed from the halls and stand dismantling complete in Hall B by 2359 Thursday 4 July and by 1200 on Friday 5 July in Hall A. Any waste, materials left or damage caused will be charged back to the relevant exhibitor/ contractor.