

Space Only Information – Exhibitors

Please refer to the Allsecure Exhibitor guide for up to date Covid-19 measures and regulations relating to stand design and build; these will supersede those in this section. This document is located in the Exhibition Manual under sections. You can also access it [here](#)

There are different stand types available at this Exhibition; 'Shell Scheme', 'Frame and Fabric' or 'Space Only' – if you are unsure of what you have booked, please contact your Informa Markets Account Manager or Customer Service team.

If you have booked Space Only, you will receive floor space only (empty space). No fixtures, walling, floor covering, or electrics are included. You will be expected to produce a professionally built stand with a high level of finish and safety compliance and one that is in line with the high-quality, professional nature of the event as well as in accordance with local legislation, venue regulations and these guidelines.

It is your responsibility to ensure that your stand contractors bring enough people onsite to finish the stand construction within the given build-up time. Please refer to the show **timetable** for build-up, show open days and breakdown dates and times. Failure to complete the stand within the published time schedule will result in additional fees, invoiced to you, the Exhibitor. Exhibitors and contractors should plan to ensure that late working is not required.

All stand fittings and waste materials must be cleared from the Halls and loading bays by the end of the break down period.

Informa Markets and the venue cannot be held responsible for any items left on your stand, in the aisle or in the loading bays after tenancy and charges will apply to the Exhibitor for removal of these items. It is your responsibility to insure and keep insured from and against any loss, damage, cost, claim or expense suffered or incurred arising out of or in connection with any: (i) act or omission of any personnel in respect of the performance of the Services for the Event, including, without limitation, any loss of or damage to any property or injury/illness to or death of any person resulting therefrom, and (ii) any breach by any personnel of any warranty, representation and/or undertaking set out in this Agreement.

Stand Contractor Appointment

As a Space Only Exhibitor, the appointment of a competent contractor to design and build your stand is essential. Proposed stand designs must be reviewed prior to build to assess the structural integrity.

As an Exhibitor, you have a responsibility to ensure the health, safety and welfare of all participants who may come into contact with your stand, including contracted companies during build, show and breakdown.

To appoint your Nominated Stand Contractor, please submit via the homepage under space only stands: stand contractor details section

- Nominated stand contractor details are required by: **Thursday 1 April 2021**

Recommended Stand Build Preferred Partners



If you need help with sourcing a professional Stand Contractor that can work according to the quality and health and safety standards that we expect to see at our events, we can recommend our preferred partners

below. If you are contacted by another supplier claiming to be an official supplier, please ask to see its official Informa Markets stamp of approval.

 <p>Space only stand builder Projex Event Services LLC P.O BOX. 31362, Dubai, UAE Tel: +971 4 3272668 Email: Arabhealth2021@projexuae.com</p> 	 <p>Space only stand builder Global Experience Specialists (GES) P.O. Box 282786, Dubai, UAE Tel: + 971 4 885 9336 Email: discover@ges.com</p> 
---	---

Contractor Selection

- Request references, check their experience and previous work within the country where the event takes place
- Check the number of stands the Contractor has committed to for this event
- Confirm whether they will be sub-contracting
- Confirm the number and competence of workforce allocated to your stand
- Check their health & safety systems
- Check if they have adequate public liability insurance
- Confirm the time required to build the stand - as per the event Timetable
- Agree a completion time on final build day – providing you time to prepare for show open within the build-up time schedule
- Insist on a financial guarantee against the agreed completion date and time and do not pre-pay the entire sum before the work has been completed to your satisfaction

Please note that your nominated contractor has a duty of care to ensure the health, safety and welfare of their employees, sub-contractors and the associated activities being undertaken. Without impact to others safety.

Sustainability

Events are an important and valuable global industry playing a vital role in connecting people from across the world so they can share knowledge, build relationships and do business. But they also leave behind an enormous environmental impact, both in terms of carbon emissions and waste. At the heart of this footprint is the disposable stand, which is often made from poor-quality materials, is hazardous to construct and cannot be re-used.

That's where the Informa Markets **Better Stands Program** comes in. We're helping all our exhibitors to eliminate disposable stands and replace them with better-quality, environmentally friendly alternatives built with reusable materials which can be repurposed for future events.

This exciting new project is driven by Informa Markets' threefold commitment to sustainability at our events:

- Reusable stands
- Better materials
- Less waste
- Safer events

We want to partner with all our exhibitors to eliminate disposable stands and reduce the environmental impact so we can create a greener, more sustainable events industry.

Stand Design Submission Requirements

It is the responsibility of the Exhibitor to submit the required documentation of their proposed design via their nominated contractor.

Your nominated contractor is required to submit stand design information and health and safety documentation prior to build to provide the necessary permission to build sign off, in accordance to local legislation, venue regulations and these guidelines, subject to onsite verification.

Stand designs must be submitted in a timely manner, in order for them to be reviewed and approved by Informa Markets Technical Department prior to build.

- Submittal of the proposed Stand Design is required by **Thursday 22 April 2021**

For any queries relating to stand design submission contact [Informa Markets Technical Department](#)

Please see [Contractor Space Only Regulations](#) for further details on stand plan submissions.

Additional double storey/decker charges may be applicable the respective Sales team will contact you to confirm fees.

Informa may reject any stand design deemed to be:

- Structurally unsafe
- Does not conform to the specifications listed in the full Contractor Space Only Regulations
- Causes obstruction to neighbouring stands