



SPACE ONLY PLANS

RETURN: 19th October 2010

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|---------------------------------|---------------|---|
| Exhibiting Company Name: | | RETURN TO: KATHERINE SKINNER Operations Manager Tarsus Exhibitions & Publishing Ltd. 1 Butterwick, Hammersmith London W6 8DW, UK Tel: +44 (0) 20 8846 2747 Fax: +44 (0) 20 8846 2801 e: kskinner@tarsus.co.uk |
| Address: | | |
| Email: | | |
| Tel: | Fax: | |
| Contact name: | Stand: | |

THIS FORM MUST BE COMPLETED & RETURNED WITH A COPY OF YOUR STAND PLANS

This form is applicable to all exhibitors who have contracted for **Space Only** and will be engaging their own stand fitting contractor or are building their own stand. **Please note that certain areas of the hall are subject to height restrictions so please contact the Organiser (details above) if you would like clarification about height limits in relation to your stand.**

In adherence to safety regulations, only the organiser's official contractor may carry out electrical and pipe installations. Exhibitors may appoint their own contractor for stand design/construction.

APPOINTED CONTRACTOR DETAILS

Name of Contracting Company: _____
Contact Name: _____
Email: _____
Mobile Number: _____

Build Schedule

Predicted Time of Arrival to Build Stand: _____
Predicted Build Completion Time: _____

Breakdown Schedule

Predicted Time to Breakdown Stand: _____
Predicted Completion Time: _____

Please see the show timetable for access and operational hours. All debris and carpets must be cleared by 20:00hrs on 4th December 2010. Failure to do so will result in fines being levied