



Stand Plan and H&S Approval

Deadline: Monday 22 July 2024

Return to: Rapiergroup

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This form relates to:

Exhibiting company

Stand number

Submitted by:

Name Company

Telephone Email

STAND DETAILS

Stand builder	
Dimensions	
Maximum build height	
<input type="checkbox"/> This stand has been built to the correct orientation. (please refer to Stand Allocation details)	
<input type="checkbox"/> This stand complies with the open and closed side rules. (please refer to Exhibitor Manual)	

STAND PLAN AND H&S APPROVAL

I have / will submit the following information (Please select as appropriate):

Scaled plans <i>(including dimensions together with ceiling and rigging detail)</i>	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted	<input type="radio"/>	Shell scheme*
Visuals	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted	<input type="radio"/>	Shell scheme*
Risk Assessment - Build Up and Breakdown	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted**		
Risk Assessment - Show Open	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted**		
Method Statement - Build Up and Breakdown	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted	<input type="radio"/>	Shell scheme*
Public Liability Insurance Certificate <i>(stand builder)</i>	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted		
Structural Calculations (if required)	<input type="radio"/>	Submitted	<input type="radio"/>	To be submitted	<input type="radio"/>	Not required***

* please indicate here if you are hiring a shell scheme stand as some information is therefore not required.

** shell scheme exhibitors may submit one risk assessment but specify which activities are build up and which are show open

*** only required if relevant to your stand build

DECLARATIONS

I confirm that we have read and understood the Stand Allocation information, Stand Build Rules and Regulations and the Health and Safety Guidelines and will build and erect the stand accordingly, notably:

- Our stand build methods will not contravene the regulations, in particular **Stand Build Methods - Prohibited** and will not cause a nuisance to neighbouring stands or Show Management
- We will abide by the **Stand Completion - Non-Performance Charge**

Signed by:

Name:

Company:

Signature:

Date: