

# *The Exhibition & Events Co.*

## FREEBUILD STANDS – UKIO EXHIBITION 2022

All final circuit connections must be made by the exhibition & events and all power circuits must be wired and supplied by the exhibition & events Ltd. A socket/lighting connection must be supplied for each area requiring electricity.

It is not permissible for a stand builder to use a socket as a main supplying other sockets around the stand. (If this is what is required a main only should be ordered)

REMINDER : It is not permissible to daisy chain 4 way 2 metre extension leads, or have more than one such lead per socket ordered.

Freebuild stands with bespoke power and lighting systems, requiring a main only, may be permitted, after agreement with the exhibition and events Ltd, only if the criteria below is met.

All Freebuild stands please read specific requirements on page 3.

Only fully qualified/competent electricians are to be used and must adhere to:

- IEE 17th Edition Electrical Regulations
- The Health & Safety at Work etc Act 1974
- Electricity at Work Regulations 1989
- Local Authorities and applicable Acts
- eGuide/Venue Rules and Regulations and current updates

To order main only supply, stand builders must adhere to the following:

- Copies of qualifications /certificates clearly showing the name and address of the person responsible for designing, wiring & testing the stand installation

Please send qualifications/certificates to:

The exhibition & events Ltd email certificates to: [Info@theexhibitionandevents.co.uk](mailto:Info@theexhibitionandevents.co.uk)

- A Standby Electrician must be available for the stand on open day and duration of the show. The exhibition & events Ltd are responsible for main supply only not the electrical installation of stand
- Complete Method and Risk Assessment Contractors Declaration Form as required in the Exhibitor Handbook (and returned to the Organiser)

## STAND MAINS BOARD

- A suitable mains board (BS 7671) with a 30mA RCD must be used, providing separate power and lighting circuits.
- Mains Board must be accessible at all times and if locked in a cupboard the exhibition & events must be given a key
- The exhibitor manning the stand must be aware that the exhibition & events is only responsible for the main supply not stand equipment and lighting

## STAND TESTING

The electrical installation and all circuits must be tested by the stand electrician on site, using a suitable tester.

**VAT120669722**

**Company Registration Number 7784039**

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Results are to be recorded on the venue test sheets (supplied by the exhibition & events) and handed to the exhibition & events Service Desk.

The venue inspector will then check results and test, prior to the stand being energised.

Testing is a legal venue requirement and if not met in full the stand will not be energised.