



In Association with

thebestofcarmarthenshire

And Headline Sponsor

The Llanelli 
Herald

Exhibitors Packages

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What to expect:

- **The Shell Scheme:**

2.4m high grey polyweave velcro-friendly shell scheme – (velcro not provided)
Black fascia with your company name
Fixed Flow Light (more available for a fee)

- **ALSO**

Free Wifi
Exhibitor badges
Exhibitors list on the expo website
Information in Event Guide for attendees on arrival
Tables and chairs optional extra – see each package

- **Networking Breakfast for Exhibitors from 8.00 am**
- **Workshops throughout the day: see show website for full details**
- **Headline Speakers**
- **Cookery Demonstrations**
- **Free Admission for delegates providing they book in advance (see show website) otherwise it will be £5 on the door with proceeds going to Wales Air Ambulance**

- **Business Zones**

- **Hospitality & Food Zone**
- **Technology & Manufacturing Zone**
- **Start Up Zone** (for those businesses under 15 months old by 6th April, 2017)
- **Town Zones – i.e.** Carmarthen, Llandeilo, Crosshands & Ammanford, St Clears & Whitland and Llanelli

- ☐ **Sponsor Opportunities**

- **Exhibition Bags**
- **Networking Breakfast**
- **Exhibitor & Delegate Lanyards & Badges**
- **Headline Sponsor** **The Llanelli Herald**
- **Business Zones**
- **Car Parking – ideal place for car dealers to showcase vehicles and for sponsorship.**
- **Audio Visual**
- **Networking Café**
- **Show Charity** **Wales Air Ambulance**

- **Exhibition Stands**

- **Start Up Stands 1.6m x 0.5m area** **£175 plus VAT**
- **Standard Booths 2m x 1m** **£275 plus VAT**
- **Executive Booths 2m x 2m** **£375 plus VAT**
- **Superior Booths 3m x 2m** **£475 plus VAT**

Larger stands are available on request.

See next page for full details of Exhibitor Stands

Superior Package – 3m x 2m stand with flow light

- 3m x 2m booth with flow light
- Listed as an Exhibitor on the website
- Half Page full colour in Event Guide.
(Logo and artwork to be supplied by Exhibitor)

Superior Stand Package £475 plus VAT

Optional add-on package

- 1.8m x 0.6m table
- 2 chairs
- Power point for laptop and phone charger.

Optional add-on Package £25 plus VAT

Executive Package – 2m x 2m stand with flow light

- 2m x 2m stand with flow light
- Listed as an Exhibitor on the website
- Details listed in the event guide

Executive Stand Package: £375 plus VAT

Optional add-on package

- 1.8m x 0.6m table
- 2 chairs
- Power point for laptop and phone charger.

Optional add-on Package £25 plus VAT

Standard Package – 2m x 1m stand with flow light

- 2m x 1m stand with flow light
- Listed as an Exhibitor on the website
- Details Listed in the event guide

Standard Stand Package: £275 plus VAT

Optional add-on package

- 1.8m x 0.6m table
- 2 chairs
- Power point for laptop and phone charger.

Optional add-on Package £25 plus VAT

New Start Up Package

- 1.6m x 0.5m area
- 1 x 1.5 table (must be requested or you can provide your own – table cloth required)
- Power on Request
- Listed as an Exhibitor on the website
- Details listed in the Event Guide

Note: The New Start up Package is available to only those businesses who started business between January 2016 and 31st March 2017.

New Start Up Package: £175 plus VAT

Early Bird Offers

BEST OFFER
20% discount off
when you book your stand between
July 1st – 31st August, 2016

Payment Terms available: Pay 25% of
discounted stand price and spread the balance
via Direct Debit across 3 consecutive months

15% discount
when you Book between

September 1st – 30th November 2016

Payment Terms available: Pay 25% of
discounted stand price and spread the
balance via Direct Debit across
3 consecutive months

***Payment Terms only available up to and including 31st December 2016**

Terms & Conditions

Please read the following very carefully

By completing and signing the Booking Form you agree to adhere to and respect the Terms and Conditions set out in this document.

Stands

There are a range of stand sizes. Once you have chosen your stand we will mark the position tentative on the Carmarthenshire Means Business website. This will not show as confirmed until the deposit for the stand position has been received, usually within 10 working days of booking.

Payment Terms

Prior to January 2017 a 25% deposit will be taken on booking, thereafter there are monthly payment schemes available up to and including January 2017

Book your stand after 31st January 2017 payment in full is required within 10 working days via Direct Debit.

All payments will be collected by Direct Debit

Cancellations

Any exhibitor that cancels a booked stand, before 15th March, 2017 shall forfeit 50% of the Stand Fee. Any exhibitor for whatever reason, fails to attend the show, or wishes to cancel after 15th March 2017 no refunds will be given and the organisers shall reserve the right to re-let such sites.

Setting up and Dismantling of Exhibits

Exhibitors are advised that the set-up time will be on day from 07.00 – 09.45. However larger stands can request to set up the afternoon before but needs to be requested. Exhibits can be dismantled after 1600 when the show closes. It is forbidden to dismantle before this time for health and safety reasons. The organisers reserve the right to stop exhibitors from leaving before 16:00

Security, Licensing and Public Liability Etc.

All exhibitors exhibit at their own risk. All exhibitors should ensure that they are adequately insured on the date of the Show for Public, Product and Employees Liability and should send a copy of the relevant document via email when requested. All exhibitors must ensure that they have the necessary licence(s) to legally conduct their business on the day.

Health & Safety

All exhibitors have a responsibility to ensure the health, safety and welfare of themselves and others. The organisers shall not be held responsible by any exhibitor or their staff/agents or members of the public for any injury or loss due to negligence or unsafe displays. All exhibitors are required to have carried out an assessment of the potential risks associated with their activities.

Fire Safety Equipment

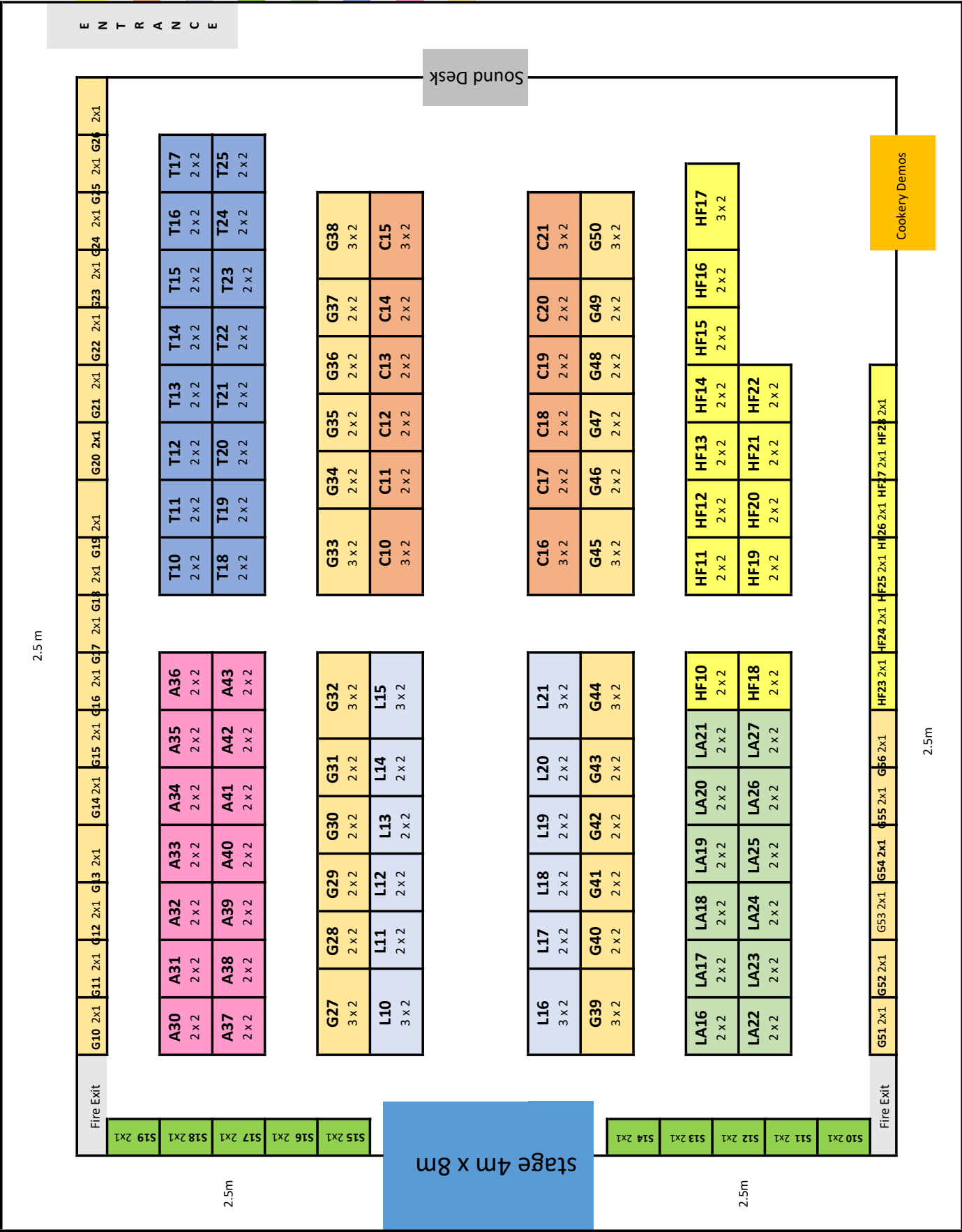
Exhibitors must provide fire safety equipment appropriate to their activities. In particular, all exhibitors that cook on site must have adequate fire fighting equipment including fire blankets. The organisers shall not be held responsible for loss or damage of stock of equipment, howsoever caused, during the Business and Lifestyle Show.

Electricity

Limited electrical supplies are available. These must be booked and paid for on your booking form if applicable. Extension leads if required (from the supplied unit) are the responsibility of the exhibitor and are not available from the organisers. Please advise if you are using power hungry products, as specific electrical supplies will have to be organised.

Equipment

Exhibitors may NOT bring their own generators onto site. All electrical equipment must be certified and have a current PAT certificate. The certificate should be brought with you on the day. Please note that non PAT tested equipment cannot be used under any circumstances.



Legend

- HF Hospitality & Food Zone
- C
- Spotlight on Camarthen
- L
- Spotlight on Llanelli
- S
- Start-Up Zone
- LA
- Spotlight on Llandeilo
- Technology Zone
- A
- Spotlight on Ammanford
- G
- General businesses

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The Selwyn Samuel Centre

