

***This form will be used for all 2018 shows unless a new form is submitted before the next show your company attends***

**FORM 3**

**BUILDING TRADES EXPO  
SHELL SCHEME – STAND DETAIL/NAMEBOARDS**

To be completed by all shell scheme exhibitors before

**4<sup>th</sup> January (London)    13<sup>th</sup> February (Manchester)  
20<sup>th</sup> March (Exeter)        15<sup>th</sup> May (Harrogate)**

**STANDS** (cross out not applicable)

a) If you have more than one stand, please state if you require the internal dividing wall between the stands.

**YES / NO**

b) If you have an end site, please state if you require the end wall onto the gangway.

**YES / NO**

c) Will any items displayed go above 2.5 meters high?

**YES / NO**

If yes then confirm height of stand .....

**Maximum Height Available:**

Alexandra Palace – London – all stands 4m  
Event City – Manchester – all stands 4m  
Westpoint - Exeter – all stands 4m  
Harrogate – Yorkshire Event Centre – all stands 4m except Yorkshire Café stands (maximum 2.5m)  
Coventry – Ricoh Arena – all stands 4m  
Sandown Park – Esher 3.5m-Surrey Hall 3.25m- Food Court 2.6m- Esher Hall 2.4m-Grandstand View

**NAME BOARD**

A name board, which will consist of capital and lower case 50mm black lettering on white card, will be affixed to the fascia of your stand. On the line below please clearly write the precise company name that you wish to appear on your name board.

Name Board: \_\_\_\_\_

COMPANY NAME: .....

CONTACT: ..... STAND NO: .....

EMAIL: .....

Please complete and return this form to Kirstin Eldridge, Building Trades Expo, Regal House, Regal Way, Watford, Herts WD24 4YF Tel: 01494 714599 Email: [kirstineldridge@supanet.com](mailto:kirstineldridge@supanet.com)