

SPACE ONLY STAND BUILD RULES & REGULATIONS

All these guidelines should be followed in connection with the Technical Regulations of the venue. Informa Tech reserve the right to order and enforce changes to stand design



- All space only exhibitors are required to construct free standing partition walls between their own & adjoining stands. These must be to a minimum height of 2.5m (i.e. the height of shell scheme) and a maximum of 4m (maximum stand height permitted).
- **NB.** Where partitioning walls are constructed over 2.5m in height, it is the responsibility of the exhibitor constructing the wall to dress the rear of the partition wall down to a height of 2.5m.
- The maximum building height for single storey stands is **4m**. Portions of an exhibition stand that are by their nature higher than 4 metres (such as antenna masts) may exceed 4 metres, **only if given approval** in writing by Informa Tech. Any portion of an exhibition stand that exceeds 4 metres in height that we approve may contain no more than one square metre of promotional signage. Any additional hanging banners above your stand must be approved by Informa Tech before the show (note there is an additional charge). Informa Tech reserves the right to remove any non-approved hanging signage onsite
- If trusses are required, the trusses can hang above 4m with the condition that **no promotional signage** will be included as part of the truss structure. Any truss (including lighting/projection support) must be hung within the perimeter of your stand, and must not over-hang into the aisle or any other stand

- Platforms and raised flooring:
 - If you are including a platform or raised flooring on your stand, please note that if this goes above 40mm in height, a ramp will be required.
 - The platform or raised flooring height must be incorporated into your maximum build height.
 - If you include a ramp in your stand design, this must be incorporated into your space and must not intrude into the aisle.
- The maximum building height for double-decker or multi-storey stands is **6m**. Double-decker stands may only be built with permission from Informa Tech.
- Walling off regulations:
 - **SINGLE STOREY STANDS** – Any walls built either within or on the perimeter of your stand, must be no more than **60% of each side** of the stand (excluding compulsory walling as specified above). If a wall is required to be longer than 60% of the perimeter, the additional walling must be no more than 1m in height
 - **DOUBLE DECKER STANDS** - In case of a double decker stand, no more than **60% of the ground floor** may be walled off. There are additional regulations pertaining to double decker stands – please contact Informa Tech as soon as possible if you are planning to build a multi-story stand (note there is an additional charge for double-decker stands)

- Complex Rigged Structures
 - Rigging that is deemed complex will require structural calculations to be submitted along with your technical drawings.
 - Examples of complex rigged structures include any bespoke or timber banner constructions and suspended items, e.g. lighting rigs of over 400 kg in weight.
 - The following information must be submitted for a complex rigged structure to Informa Tech with your space only plan submission :
 - Detailed, scaled structural drawings
 - Specifications of materials used, description of all fixings
 - Weight per suspension point and total weight of banner construction
 - Structural calculations
 - Risk Assessment
- If any complex structure is modified after the submission of the above information, plans must be resubmitted with details of all modifications and a structural engineer's confirmation that the final overall design is safe for its purpose.

- Please note that lightweight aluminium banners that are a proprietary system with fabric/pvc infills are deemed non complex and do not require the above secondary level of review, sign off process and complex fee. It is therefore important that all banner materials, description of all fixings, and total weight of your rigged banner is fully described on plans submissions.
- Rigged banners should have a clear 1m distance from the partition walls of their neighbours. Banners can be positioned up to the gangway edge, but there must be a gap from their neighbour.
- All custom built stands must abide by the Health and Safety rules set out by the venue and Informa Tech. Failure to provide the required documents will prevent your stand being constructed
- Non-official contractors must follow any instruction given by Informa Tech and the official show contractor. Exhibitors may appoint any competent local stand contractor to design and construct their booths.