

How to sign off your Asia Tech x Singapore Stand



Have a Raw Space Stand?

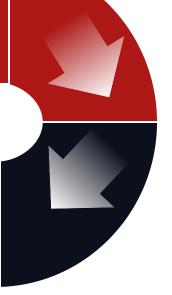
Read through the Stand Build Regulations and Informa's Rules & Regulations Handbook.

Submit for review

Please send your Risk Assessment, technical drawings, visuals and method statement to **Opt-Safe** for review

Plans Received

Once Opt-Safe receive your plans they will review these against our internal guidelines and the H&S guidelines set out by Informa and the venue



Non Complex Stand

If your stand is deemed non complex Opt-Safe will submit the forms, on behalf of the client, to the venue for their approval

Above 4m or Complex Stand?

If your stand is **over 4m** or deemed complex you will be required to redesign your stand and resubmit your Risk Assessment, technical drawings and method statement

Opt-Safe Response

You should expect to hear back from Opt-Safe with either sign off or next steps for sign off within 72 hours.



Opt-Safe will let the client know if the stand has been approved – until then sit tight.

