How to sign off your stand for London Tech Week 2026

Have a Space Only Stand?

Read through the Stand Build Guidelines, Informa's Rules & Regulations Handbook & the eGuide

Submit for review

Send your risk assessment, method statement, technical drawings, visuals & construction phase plan to **BLG** for review.

Plans Received

Once BLG receive your plans, they will review these against all guidelines.

Feedback

You should expect to hear back from BLG with next steps for sign off within 72 hours.

Over 4m or Complex Stand?

If your stand structure is over 4m or deemed complex you will be required to submit structural calculations and pay the applicable charges.

Rigging included?

If you have any rigging included in your stand design this is chargeable by Informa. Please note rigging is not possible in all areas of the show floor. Please ask if you are unsure.

Non-Complex Stand?

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

Stand Approval

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

LONDON TECH WEEK