



EXHIBITOR MANUAL

ESCCA 2022

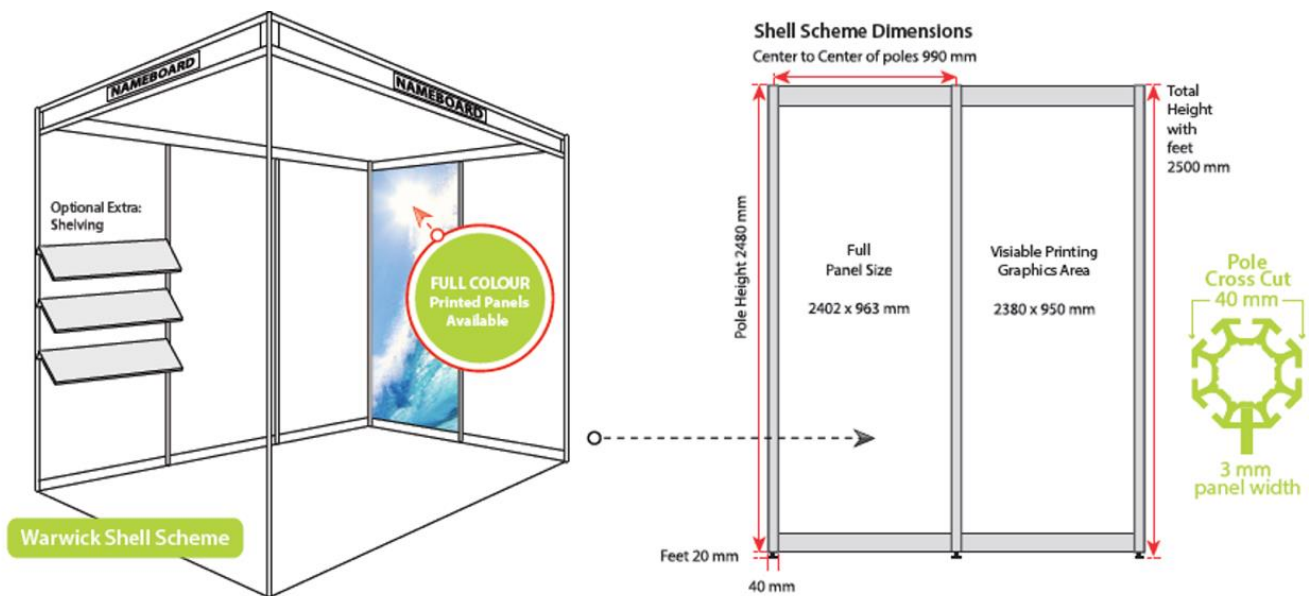
exhibitionorders@wce.co.uk

WARWICK EVENT SERVICES WWW.WCE.CO.UK

Your Exhibition Stand

Your exhibition stand

Your stand will be built from Octonorm shell scheme. It will be fitted with white foamex boards to form the walls. The layout of your stand will depend on the position of you shell scheme, your event organiser will be able to inform you of this. Please see below an infographic showing a traditional stand build with fascia and name boards attached.



Shell Scheme Guidelines

Hook & Loop
Compatible



No Nails,
Screws or Pins



No Adhesives



No Staples



Composition

A modular stand building system, comprising of white foamex PVC coated panels and strong but lightweight aluminum beams and poles

Your stand will include..

- A LED florescent strip light
- A 500W double socket
- A nameboard

Your exhibitor contact:

Throughout the planning stages and delivery of your exhibition stand, the main contact will be Annabel at exhibitionorders@wce.co.uk.

Graphics

Graphics

We produce both inserted and seamless graphics.

Inserted graphics sit within the poles of the shell scheme and effectively become the walls of your stand. Upon the supply of your artwork, we print and install the panels to your stand before your arrival at the exhibition. Seamless graphics are fitted to your stand to offer a continuous seamless appearance. They stand just off the shell wall.

Panelled and seamless graphics start from just £189 per panel +VAT.



Example image of inserted graphics installed in a 3m x 3m open ended stand.



Example image of seamless graphics installed in a 3m x 2m open ended stand.

Artwork should be supplied fully designed and sent as a high-resolution pdf, with printer's trim marks and a 3mm bleed on all sides. Panelled graphics need a 3mm bleed on each side of the panel and seamless graphics would be set as complete wall widths, with a 3mm bleed around each side. Full artwork specification and details will be given upon enquiry.

The deadline for graphic printing is 02/09/2022. Remittance for graphics also needs to be cleared by this date.

There are also options to retain your graphics following the event. Please discuss with the exhibitor relationship manager if you wish to retain your artwork as our standard procedure is to remove and dispose of all graphics at the end of the exhibition.

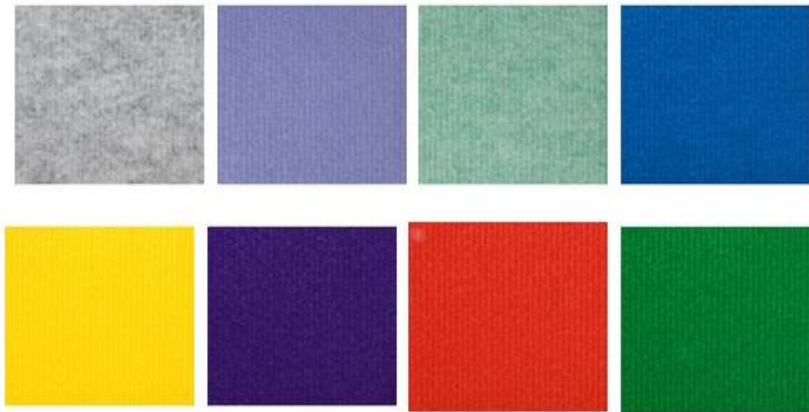
If you plan produce and attach your own lightweight graphics, paper or card items to your stand walls, please bring your own supply of **low tack double sided tape, NEC approved**. All tape must be removed from the walls at the end of the exhibition. Any damage will be charged to you direct by the stand supplier.

For further information, a discussion about your stand or a bespoke quote please email us at exhibitionorders@wce.co.uk

Carpet & Branding

Carpet

We can enhance your stand considerably by fitting carpet for the duration of the exhibition. A cost-effective way of injecting colour and standing out from your competitors and fellow exhibitors.



We offer two solutions to fitting carpet within your stand. Option one, to lay it directly onto the floor and secure the edge with fixing tape. Alternatively, you can upgrade to option two to install a small integrated floor of 18mm with a laid carpet which is neatly finished with a metal trim.

- Built floor prices start from £32.99 pm2 +VAT

Other types of flooring maybe available such as artificial grass. Please feel free to contact us to discuss your stand plan and ideas at exhibitionorders@wce.co.uk

Branding Opportunities

We can brand some of our furniture and shell walling with decals specific to your business.

This is very much a POA as it depends a lot on the intricacy of your requirement, the size and the surface you wish to brand. Please contact Elaine to discuss your requirements.



A glass table top with decal.



A branded floor



Branded wall panels

Please note full remittance for additional opportunities must be received by 02/09/2022

For further information, a discussion about your stand or a bespoke quote please email us at: exhibitionorders@wce.co.uk

Exhibitor Online Orders

Exhibitor Online Ordering

Fast, Safe & Secure: Online Ordering is now available for all of your stand requirements

FURNITURE

AV

ELECTRICAL

AND MUCH MORE...



How to place your order:

Log onto www.wce.co.uk, here you can select order online from the top right-hand corner. Select the ESCCA 2022 event from the list of events and login using the case sensitive password ESCCA-ICC-22.

All items browsed for hire, through our online store and purchased at the checkout. If you need to pay by invoice, please note the items you would like to order, and contact exhibitionorders@wce.co.uk with this information. A PO will be required, and an invoice can be raised for you.

Don't miss out!

Ordering will close EOD on 12/08/2022 . Browse items for hire and if you wish to pay online, you will receive a 10% discount when you process your items through to the checkout, using code ESCCA-10%. Orders placed offline will not receive a discount.

Contact us

Should you have any queries in relation to your order or if you require anything bespoke, please email us at exhibitionorders@wce.co.uk , putting ESCCA 2022 along with your stand number as your email subject.

