Standard Shell Scheme Specification Sheet

** Images below are for a 3m x 3m stand with 1 corner. We are unable to provide each exhibitor with an individual image of their exact stand dimensions and number of corners sold.*

Africa



Americas



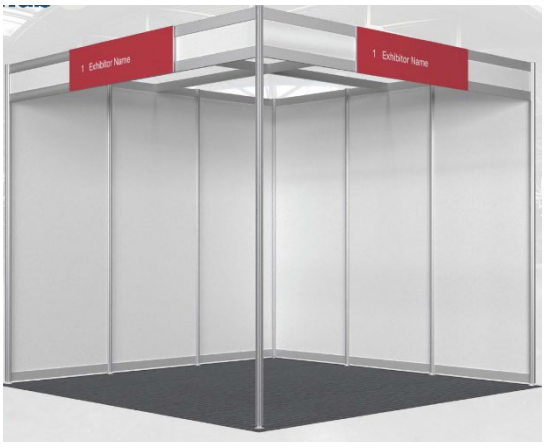
Asia



Europe



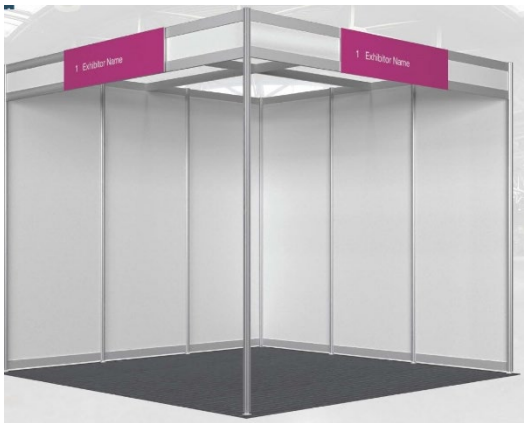
International Hub



Middle East



Travel Forward



UK & Ireland



Shell Build

- Height of the stand is 2.5m.
    - See page 4 of this document for a detailed diagram with full panel dimensions
    - All stand dressing items/graphics/exhibits must be no higher than 2.4m

- Grey carpet.
    - If you wish to change the carpet colour, please contact the **Shell Contractor** directly and please note that there may be a fee to do this.

- Fascia displaying company name.
    - The following fascia colours will be determined by which region your stand is located on the floorplan:
        - Africa - Yellow
        - Americas – Light Green
        - Asia – Orange
        - Europe – Dark Blue
        - International Hub – Red
        - Middle East – Dark Green
        - Travel Forward – Pink
        - UK & Ireland – Light Blue

    - The company name printed onto the name board is the name recorded in your Exhibitor Portal. If you have registered sharers on your stand, their company name will not be included.
    - Should you desire a different company name on the name board please contact the **Shell Contractor** directly. Any name change request after 23 September 2021 and any alteration made onsite will be subject to a fee.
    - We do not allow exhibitors to personalise their fascia boards with graphics.
- Fingerboard displaying stand number.

Electrics & Lighting

No lighting or electrical sockets are supplied with this stand. If you would like to order a Bundle package please click here for more details.

If you have not ordered a bundle package, all lighting and electrics must be ordered separately through the official **electrical contractor.**

You will need to specify using a grid the correct positioning for lights and sockets - should the grid not be submitted, the items will be positioned at the discretion of the official electrical contractor and charges may be levied for on-site changes.

The power to all stands will be switched off 30 minutes after the close of the show each day. Please also remember to order a 24 hour supply for the open period if required

Basic leading guidelines for socket outlets:

500 watt socket	PC Computers, TV's, videos, spotlights to 500w & refrigerators
1000 watt socket	Domestic filter coffee machines & lighting up to 1000w
2000 watt socket	Kettles* & machinery up to 2000w
3000 watt socket	Hired coffee machines, machinery 2000w - 3000w

Please note that you may have an electrical fuse box on your stand which will be positioned in the top right corner of your back wall. Charges may apply onsite to move these boxes.

Furniture

No furniture is supplied as part of this package. If you would like to order a Bundle Package click here for more details.

Furniture can also be ordered from the official **furniture suppliers**

Graphics & Artwork

Graphics are not included with this package. If you wish to order graphics you can contact the **Official Graphics Supplier** for sizing, pricing and deadlines.

Shell Scheme Accessories & Extras:

Additional shell scheme accessories such as shelving and storage areas can be added. Please view the order form for further information and order directly with the **Shell Contractor**.

Shell FAQ's:

How do I attach posters?
Graphics can be affixed to your walls using double sided sticky tape, Velcro, blue tac etc. You are not permitted to screw or nail into the walls. Unless ordered through the official shell & graphics contractor you are responsible for removing and disposing of your stand graphics. You will be charged for any damage to the stand panels and the disposal of any graphics left on site.

Can I customise my fascia and/or finger board?
You are not permitted to apply your own graphics or provide your own fascia board.

How much weight can each panel hold?
This depends on many factors so please contact the official shell contractor to discuss this in more detail.

Can I mount a TV onto the wall?
Yes but you will need to contact the official shell contractor to discuss this as special reinforced panels will need to be ordered to support the TV.

Can I drill into the walls?
No you are not allowed to drill or nail into the walls. You will be charged for any damage caused.

Can I remove my fascia / ceiling grid?
This depends on your stand size and location. Please contact the official shell contractor to discuss this. Please note that if you do remove your fascia/ceiling grid then additional support panels may have to be provided.

SPECIFICATIONS

BASIC SHELL SCHEME

Name Panel

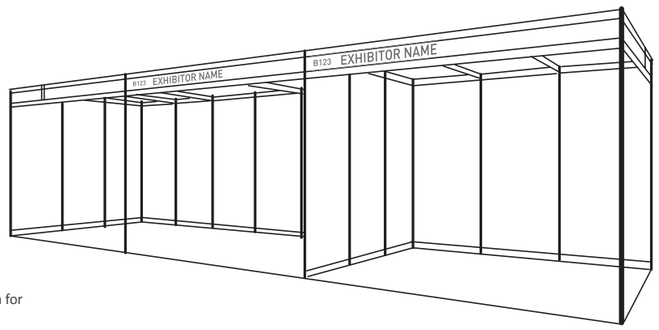
Fascia

Ceiling Beams

Modular Wall Panels in white

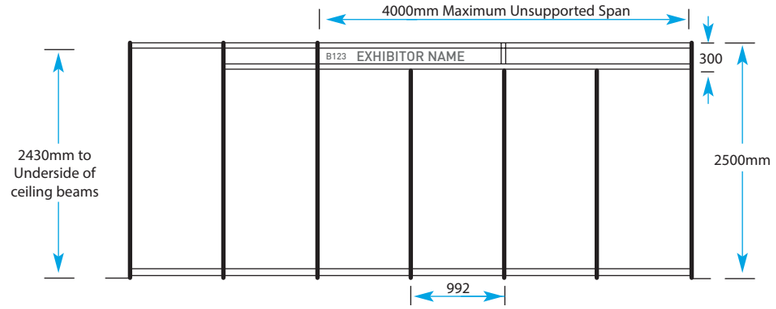
Intermediate support on all frontages in excess of 4m

Corner support

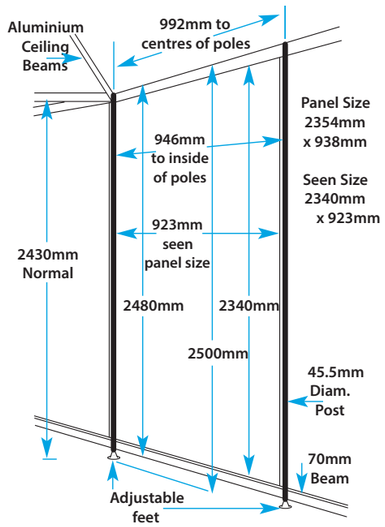


The illustration depicts typical sites. Check your own space allocation for dimensions, number and location of open frontages etc.

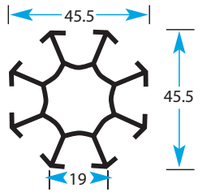
SHELL DIMENSIONS



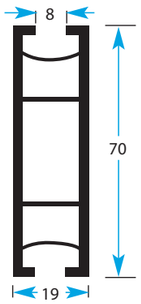
PANEL DIMENSIONS



POST SECTION

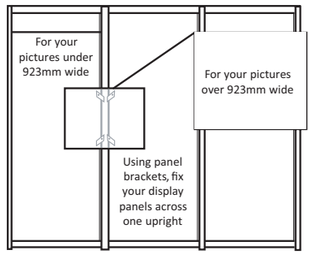


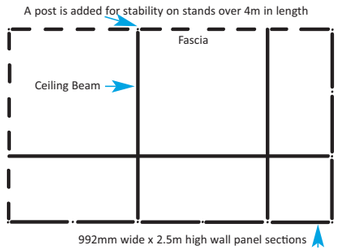
BEAM SECTION



* Cross section

POSTERS & PANELS





DO'S & DON'TS

We hope you find your shell scheme in order. Please observe the do's and don'ts associated with this system.

The use of the fixings below is strictly forbidden on this system:



FIXING IS PERMITTED BY:

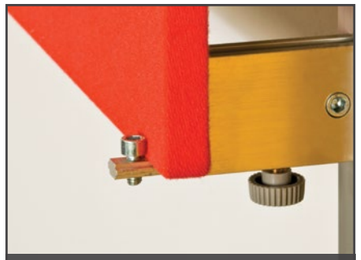
Melamine/Vinyl Panels

- Double sided tabs
- Velcro hook and loop
- Panel brackets
- Hanging chains for heavy exhibits

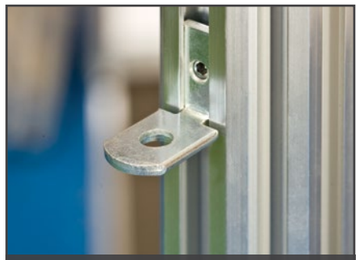
Loop Nylon Panels

- Velcro hook
- Panel brackets
- Hanging chains for heavy exhibits

GES approved d/s pads and Velcro tape only to be used (available for sale at the front of the halls at the Service Desk)



DISPLAY BOARD PANEL BRACKET



SODEM SHELL SCHEME BRACKET

FAQ

Q. I missed the deadline date on the order forms; will there be a charge?

A. Deadlines are shown to encourage exhibitors to reply early. Surcharges will be applied to electrical orders only after this date (except late exhibitors). Furniture orders should be made as early as possible due to stock levels. Place any other orders (name panels, shell scheme extras, etc) as soon as possible.

Q. Do I have to have the Fascia and Grid Ceiling?

A. No. Please contact our ServiCentre if you would like them to be removed, however if a wall is over 4000mm in length and doesn't back onto another shell scheme, bracing may be needed for stability. Please note on certain events this is subject to event organisers approval.

Q. What do I need to order to create a storage area in the corner of my stand?

A. To create a 1000mm wide x 1000mm deep store you will need to select at least 1 x wall panel (WP) and 1 x Lockable Door Section (EWD) or Entrance Way Curtain (EWC) on the order form (shell scheme only). This depends on the number of open sides you have.

Q. If I want to change the colour of the wall panels, what are the options?

A. Shell scheme walls are usually white PVC but there is the option of covering the panel with Display Loop Nylon (Velcro Compatible) or Vinyl Covering on one side before the panel is set into the framework.

Q. How do I calculate how many panels I have on my stand?

A. Shell scheme walling is made up of 1000mm wide x 2500mm high sections. Therefore, if your stand has a back and sidewall (a corner plot) and the stand size is 4000mm x 4000mm you have 8 panels.

Q. I would like to cover the shell scheme panel with my own graphics, what is the size of the wall panel?

A. The visible panel size is 923mm wide x 2340mm high.

Q. What is the visible size of half a metre wide panel?

A. The visible area is 428mm wide x 2340mm high.

Q. I have lightweight posters or pictures, how do I fix these to the wall panels?

A. Velcro or sticky pads are the best options, (blue-tack doesn't work) these can be purchased from our Service Desk during the exhibition.

Q. I have heavy panels, how do I fix these to the shell scheme?

A. Under 992mm wide: using brackets fixed into the upright grooves across 1 support pole, or hook and chain. Over 1000mm wide: using brackets fixed into the upright grooves across 2 support poles. Panel brackets are available from our Service Desk during the exhibition.

Q. I would like to drape the interior of the shell scheme with a material such as muslin, how do I attach this?

A. You will need to order muslin batten, we will then fix this onto the top of the framework - this can then be stapled to.

Q. I would like to clad the interior of the shell scheme with foam board/ chipboard, how do I calculate the measurements?

A. Please call our ServiCentre if you require assistance. Alternatively, you can order chipboard from us for which the charges include installation.

Q. I would like to change the colour of the carpet, what are the options?

A. You can change the colour of the carpet to another colour in the same range for a small charge (providing we are the contractor) please contact our ServiCentre.

Q. I cannot find exactly what I am looking for, do you hire out any other items?

A. Please contact the ServiCentre with any requests and we will try our best to meet your requirements.