



## MED-TECH INNOVATION EXPO – ACCESS TIMETABLE

Please note the access timetable is subject to change. Please ensure you have the most up to date version when planning your stand.

Please note that all dates/times are subject to change at the Organisers discretion.

### BUILD

Day	Date	Hours	Comments	Safety
Monday	5th June 2023	08:00hrs – 10:00hrs	Organiser contractors Only	NO ADMISSION to the hall without PPE*
		10:00hrs – 18:00hrs	Organiser contractors + Space only exhibitors enter	NO ADMISSION to the hall without PPE*
		20:00hrs	Hall closes	
Tuesday	6th June 2023	08:00hrs – 20:00hrs	Build Continues for all stands	NO ADMISSION to the hall without PPE*
		14:00hrs – 20:00hrs	Shell Scheme exhibitors allowed access to dress stands	NO ADMISSION to the hall without PPE*
		20:00hrs	Hall closes	

**\*PPE - Personal Protective Equipment (Hi-Vis Jackets, appropriate footwear)**

**IMPORTANT: Access to the hall during build and breakdown will not be permitted without Hi-Vis Jackets. If you do not have a Hi-Vis jacket, you may purchase one from the organiser's office, or from the Expo Supplies Store located behind Hall 3 and 3a at the NEC.**

All stands displays and exhibits must be completed by **20:00hrs on Tuesday 6<sup>th</sup> June 2023** please ensure that stand designs can be built within the available timetable; any extra working must be pre-arranged with the Med-Tech Innovation Expo Operations Team. Additional days are not available and the cost for additional hours will be charged on an hourly basis.



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## OPEN

Day	Date	Exhibit Maintenance Hours	Exhibition & Conference Opening Hours	Social Events
Wednesday	7th June 2022	08:00hrs – 09:00hrs	09:30hrs – 17:00hrs	<b>Exhibitor Networking Drinks</b> Time- TBC Location- TBC
Thursday	8th June 2022	08:00hrs – 09:00hrs	09:30hrs – 17:00hrs	



## \*\* BREAKDOWN SCHEDULE BELOW \*\*

Please note that all dates/times are subject to change at the Organisers discretion.

### BREAKDOWN

Day	Date	Hours	Comments	Safety
Thursday	8th June 2022	17:00hrs	Visitors exit	
		17:00hrs – 17:30hrs	Exhibits pack up	NO ADMISSION to the hall without PPE*
		17:45hrs – 18:30hrs	Aisle carpet removal	NO ADMISSION to the hall without PPE*
		18:00hrs – 22:00hrs	Dismantling begins – all stands	NO ADMISSION to the hall without PPE*
		22:00hrs	Hall closes	

#### **\*PPE - Personal Protective Equipment (Hi-Vis Jackets, appropriate footwear)**

All shell scheme exhibits must be removed by **18:00hrs on Thursday 8<sup>th</sup> June 2023** as the dismantling of shell scheme stands will begin at this time. If you are unable to remove your exhibits by this time, please contact the Operations Team who will assist you in making alternative arrangements.

All stand fitting & excess waste must be removed by **22:00hrs on Thursday 8<sup>th</sup> June 2023**. Any items remaining in the hall at this time will be disposed of as rubbish and any costs incurred will be charged to the exhibiting company.

**Please note:** Power to all stands will be switched off **30 minutes after the close** of the show each day. If you need longer than 30 minutes to decommission an exhibit, please remember to request an extension with the Organiser before 14:00hrs on the day required.

**Please also remember to order a 24-hour supply for the open period if required.** For obvious health and safety reasons, there will be no vehicle movement within the exhibition hall until such time as it is safe to do so.