



HAYDOCK PARK RACECOURSE | 27TH APRIL 2017

# St Helens Business Fair FAQs

**How big is my exhibition space?**

*Your space is 6ft x 2.5ft*

**What is included in my booking?**

*We provide you with a standard trestle table, cloth and two chairs*

**Will I have access to a power supply?**

*Power is provided as long as you tick you require electricity on the exhibitor booking form. If you do not inform us of your need for a power supply then your stand could possibly be allocated away from a power supply.*

**Are there any other extras I will need to book?**

*You must pre-book any extras before the event. This includes extension leads for hire, tickets for the Business Breakfast, and electricity requirements.*

**What type of flooring is there?**

*The flooring is different materials throughout Haydock Park, once you have been allocated your stand please contact the Events Team.*

**Do I need to send you a copy of our Public Liability Insurance document?**

*Yes, all exhibitors must supply the Chamber with a copy of their Public Liability Insurance document. This should be returned with the Exhibitor Information Pack.*

**Is Wi-Fi provided?**

*Yes, and passwords will be issued on the day.*

**How many people can we have on our stands?**

*There is no limit, you can bring as many as you choose.*

**Do you provide name badges?**

*All registered exhibitors will be allocated a name badge. There will be blank badges available on the day should you need them.*

**Do you provide refreshments for exhibitors?**

*We don't provide refreshments for exhibitors however there will be refreshments to purchase at the venue throughout the day. You can pre-order your breakfast rolls/tea/coffee - these are listed in the Exhibitor Information Pack.*

**How do I book an exhibition space?**

*Complete the Exhibitor Information Pack and return with the relevant documents and payment and we will take care of the rest.*

**Once I have completed the exhibitor booking form is my space secured?**

*Once payment is received your stand is secured.*

**Can I park close to the venue?**

*There is car parking spaces available at the Racecourse*

**Can I attend the seminars?**

*Yes and please invite other members of your team/company to attend.*

**Are there any advertising opportunities?**

*Yes, options are listed in the Exhibitor Information Pack. Please note there are limited opportunities available so please book early.*

**Are there sponsorship opportunities?**

*Yes please contact Rachel Wellens on 01744 742028 or email:*

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