



SPACE ONLY STANDS – STAND INFORMATION

STAND BUILD & DESIGN

For custom stand builds we are happy to provide the following options:

Gielissen: The official contractor for World Hydrogen Summit **provides a custom stand build service. For more information please contact:** For custom stand design & building services, you can contact Dylan van Beek from Gielissen (official contractor) - Dylan.van.beek@gielissen.nl or call on +31 6 22231567

Technical Elements: The official AV provided for World Hydrogen Summit also provide a custom build stand service. For more information please contact: john@technicalelements.global

SmartSpace: A complete turnkey service provided by RX, the organisers of the show, where everything you need for the stand is taken care of, all you need to do when you arrive is put out the products and brochures. Benefits of SmartSpace include a single invoice for all stand services, designs tailored to your specific needs, competitive package prices, time saving, order forms completed on your behalf and project management by Rx pre-show and onsite. To find out more please contact smartspace@reedexpo.co.uk.

All space only designs must be sent to plans@opssquad.co.uk for pre-approval. Any stand design not pre-approved will not be allowed to build. Designs must be sent with full measurements and details of the stand contractor no later than **Wednesday, 23 April**.

MULTI-LEVEL OR COMPLEX STRUCTURES

For any multi-level, complex structures, or double decker exhibition stands please submit the following plans to: plans@opssquad.co.uk prior to **Wednesday, 23 April**. For multi-level stands we will also send your plans onto the venue for approval.

- Plans including elevations and dimensions
- Structural calculations for the stand build
- Details of any rigged elements – possibly structural calculations for these elements depending what they are
- Details of any staircase – including materials used, tread and riser sizes
- A risk assessment to cover the build and breakdown of the stand
- A method statement to cover the build and breakdown of the stand
- A construction and dismantle phase plan – including a timetable for the build and dismantle
- A copy of the stand builders public liability insurance
- A working at height document

The organisers reserve the right to amend or reject a design likely to unreasonably affect nearby exhibitors' sites in any way.

We recommend sending your design as soon as possible to allow enough time to make any amendments if necessary.

Exhibitors are held responsible for any damages caused by them or their appointed contractors.

HEIGHT & WEIGHT RESTRICTIONS

Please note that there is a restricted weight of **1000kg/sqm**.

Depending on the location of your stand, you may have certain height limits.

Unless you have been notified otherwise, the height restriction for your stand is maximum **4 Meters**.

Conversely, depending on your neighbours build and layout, you may choose to adjust *your* stand layout and design to optimise consistency and neatness.

In either situation, we encourage you to contact us for more details and permission.

RIGGING

Please note that rigging is only permitted directly above your stand and must comply with the maximum height regulations of **6 Meters from the bottom of the banner** (unless notified otherwise). Any rigging must be set into the stand space by a minimum of 1m from your stand perimeter (on walled or open sides).

WALLING

If you have a neighbouring stand, you must build freestanding partition walls between your own and adjoining stands. These must be to a minimum height of **2.5 Meters**.

Adjoining walls on the side connected to a neighbouring stand must be finished in a **hard-plain white surface**.

Where partition walls are constructed over **2.5 Meters** in height, it is the responsibility of the exhibitor constructing the wall to dress the rear of the partition wall down to a height of **2.5 Meters** in solid hard white walling.

Logos and branding **are not permitted** on the rear face of partition walls when these walls overlook neighbouring stands.

FLOORING

No carpet or floor covering is provided.

If your stand has an elevated floor, please bear in mind that:

- The maximum height allowed, measured from floor level to the top of the platform, is **10 cm**.
- The platform sides must be closed and neatly finished.
- Platforms should be placed within the stand perimeter.
- Platform corners must have rounded corners or plastic guards.
- All platform corners must have safety tape.

ELECTRICITY & LIGHTING

Electrical connection is not included in your contract, any electrical & lighting requirements can be ordered through the [webshop](#). You can find login details to access in the exhibitor introduction email. Please contact logistics@sustainableenergycouncil.com if you have any issues accessing the webshop.

All main site electrical work must be carried out and tested by the official electricity contractor **Stand2Gether B.V.** This can be ordered via the [Webshop](#).

All internal stand electrical work must be inspected and / or tested by the organiser's official contractor prior to turning on the electricity supply.

FURNITURE

Furniture can be ordered through the [webshop](#). You can find login details to access in the exhibitor introduction email. Please contact logistics@sustainableenergycouncil.com if you have any issues accessing the webshop.

FIRE SAFETY

All materials used in the construction of stand fitting and display must be fireproofed and conform to local fire regulations.

PLEASE NOTE it is the responsibility of Space Only exhibitors to make their own arrangements for following:

- The company logo/name and stand number must be clearly shown.
- Floor covering (carpet) for their stand area.

IMPORTANT DEADLINES

Supplier	Date:
Furniture, Carpet, Electricity, Lighting, Trusses & Truss Lighting, Water, AV, Flowers & Plants, Internet, Stand Cleaning)	<i>Early Bird (Until 29th January 2025)</i>
	<i>Regular (30th January – 16th April 2025)</i>
	<i>Last Minute (17th April – 14th May 2025)</i>
Rigging & Suspension services	16 April 2025
Hostesses	16 April 2025
Stand security	16 April 2025
Man Power Labour	16 April 2025
Graphics & Printing	9 April 2025
DB Schenker - Sea freight (FCL/LCL)	25 April 2025
DB Schenker - Air freight	2 May 2025
DB Schenker - Road freight	5 May 2025
Ahoy Horeca - Booth catering	<i>Regular (Until 7 May 2025)</i>
	<i>Last Minute (8 May - 22nd May)</i>
Ahoy Horeca - Rented Items	12 May 2025
Ahoy Horeca - Customized Catering	23 April 2025
Ahoy Parking - Parking card	13 May 2025

Any orders past the deadline may not be fulfilled or may incur a surcharge.