

SHELL SCHEME STANDS

The most popular stand at the show is a Shell Scheme Package, which provides a complete package of items for your stand.

Within the package you will receive:

- Shell scheme stand and any diving walls required
- Grey cord carpet
- Fascia with a nameboard
- Electrics – 3kw socket & 2 X 120w spotlights
- Furniture – either package A or package B

You can opt out of various options via the Package order form, which you can access through the Ezone.

Please do not fix, screw, or drill into the venue's walls or floors. Charges will apply to any associated damages, as well as paint spillage and failure to remove large items of rubbish.

Shell scheme exhibitors are also reminded that they are responsible for all shell scheme panels, and will be charged for any damages through inappropriate fixings, painting panels etc.

SHELL SCHEME GRAPHICS

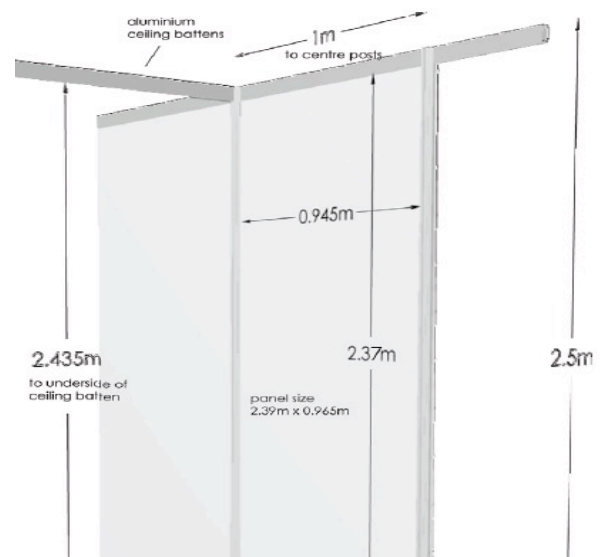
Shell Scheme stands are built with white panelled walls. To design an eye-catching stand, there are several options to add graphics to these walls.

- Full graphic clad, offering you an uninterrupted graphic display for your shell scheme walls.
- Individual graphic panels, for each 1-meter wide panel. This offers you full height graphics, whilst allowing additional materials to be fastened to other panels.
- MDF Clad, allows you to choose the colour of your walls and to pin, staple, glue and nail exhibits to the wall.

All the above options can all be supplied by our official supplier. You can book extras via the e-zone, or email them at sales@creativelive.com

Alternatively, you can add your own posters, graphics and other materials to the walls using double sided Velcro, sticky pads or similar fixtures that will not leave a residue.

If you are designing graphics for individual panels, you should consider that the seen size for graphics is 0.945mx 2.37m.



SHELL SCHEME FURNITURE

Each 6m² shell scheme unit includes 1 table, 2 chairs and 1 waste bin. There are 2 options for you to choose from:

Option A: 1 x rectangular trestle table with a white tablecloth, 2 white chairs and 1 waste bin.

Option B: 1 x white round table 2 white chairs and 1 waste bin.

To choose your furniture package please login to the Creative Live ordering site via the e-zone. If you do not require the furniture from your package please note this on the Package order form. The show is sold on a package basis so no refunds will be given if the furniture is not required.

PLEASE NOTE: If Creative Live do not receive the furniture option by the deadline of 4 April, Option A will be automatically delivered to the stand and there will be no possibility to exchange onsite.

BOOKING SHELL SCHEME ADDITIONS

If you wish to upgrade any elements of your stand, book additional furniture, graphics or electrics please email E: sales@creativelive.uk or visit the online ordering system via the E-Zone.

SPACE ONLY TRUSS STANDS

This section is for exhibitors that have chosen to take space only and will be building their own Truss Stands.

Please note: No space only custom build stands are permitted at PLASA Focus Leeds. Simple modular systems are permitted but the build height is restricted to 2.5m.

If you would like to discuss or clarify any of the above, please contact Marisa Beckman e: marisa.beckman@plasa.org

Plan submission for truss scheme stands:

All plans for the building of a Truss Stand must be submitted by 28 March 2024.

Plans should be submitted by email as PDF files along with a Method Statement and Construction Phase Plan to e: marisa.beckman@plasa.org

Please note: No truss construction will be allowed to commence unless written approval has been obtained from the Organisers.

Truss Stand Height Allowance:

Up to a maximum height of 3 meters where possible* and this height limit will be enforced.

*Please note that in the Royal Armouries Hall, there are some areas of the hall where the maximum height is 2.5m. If you are in the Royal Armouries Hall and you intend to build your own truss scheme stand, please contact e: marisa.beckman@plasa.org to confirm the max height for your stand space.

Display units:

Pop-up displays are permitted.

Please note: ALL plans are subject to final approval by the Organisers and permission to commence build may be denied if the stand isn't in keeping with PLASA Focus Leeds.

TIPS FOR DESIGNING YOUR STAND

When designing your stand, you need to make the most of the space you have - there are several tried and tested ways to give your stand more impact:

- Assess the likely traffic flows around your stand and establish points of interest that will make visitors stop in the aisles.
- Make your stand open and inviting.
- When a crowd develops at your stand, make sure visitors can see your products over the heads of others.
- Ensure your message is clear and your company name prominent so that visitors in other aisles are aware of your presence.
- Ensure you have enough room to display your products and literature and entertain and talk to clients on your stand.
- Ensure there is somewhere to store items - cluttered and messy stands are uninviting.

There are also logistical issues to consider:

- Your stand must be designed so it can be erected and dismantled within the time and space available.
- We would also ask that stands be designed in a way that allows access for wheelchair users.