

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

**BUILD – Interplas (Please note Hall 3A and Hall 4 have different NEC tenancy times on 24<sup>th</sup> September. Another Show is leaving Hall 4 on 24<sup>th</sup> September so early access cannot be gained to this hall before our tenancy starts at 20:00. This will affect build times for all Space Only stands on Saturday 25<sup>th</sup> September as we have to complete the heavy lifting before stands can start to be built.**

**Please note that children under the age of 16 will not be admitted to the Halls during build, shop open and break-down.**

<b>Day</b>	<b>Date</b>	<b>Hours</b>	<b>Comments</b>	<b>Safety</b>
<b>HALL 3A ONLY</b> Friday	24 September 2021	8:00hrs – 18:00hrs	Machine lifts Organiser contractors Space Only stands	NO ADMISSION to the hall without PPE *
<b>HALL 4 ONLY</b> Friday	24 September 2021	20:00hrs – 23:59hrs	Strictly Machine lifts/carpet only No additional stand dressing or materials to be left on stands	NO ADMISSION to the hall without PPE *
<b>HALL 3A ONLY</b> Saturday	25 September 2021	08:00hrs – 20:00hrs	Organiser contractors + Space only stands	NO ADMISSION to the hall without PPE *
<b>HALL 4 ONLY</b> Saturday	25 September 2021	06:00hrs – 14:00hrs  14:00hrs – 20:00hrs	Strictly Machine lifts/carpet only No additional stand dressing or materials to be left on stands  Organiser contractors + Space only stands	NO ADMISSION to the hall without PPE *
<b>BOTH HALLS</b> Sunday	26 September 2021	08:00hrs – 20:00hrs 10:00hrs – 20:00hrs	Organiser Contractors + Space only stands  Hybrid stands commence build	NO ADMISSION to the hall without PPE *

		20:00hrs	Hall closes	
<b>BOTH HALLS</b>	Monday 27 September 2021	08:00hrs – 20:00hrs	Build continues for all stands Shell Scheme Exhibitors allowed to access to dress stands	NO ADMISSION to the hall without PPE *
		16:00hrs – 20:00hrs	No services available – Stand dressing only - No Forklifts (any additional lifting requirements at this time will face a 100% surcharge)	
		20:00hrs	Hall closes	

**All stand displays and exhibits must be completed by 20:00hrs on Monday 27 September 2021. Please ensure that stand designs can be built within the available timetable.**

Any extra working must be pre-arranged with the Event Operations Team. Additional days are not available and the cost for additional hours will be charged at £200 per hour.

\*Please refer to the Stand Regulations for more information.

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

<b>OPEN - Interplas</b>				
<b>Day</b>	<b>Date</b>	<b>Exhibit Maintenance Hours</b>	<b>Exhibition &amp; Conference Opening Hours</b>	<b>Social Events</b>
Tuesday	28 September 2021	08:00hrs – 09:30hrs	09:30hrs – 17:00hrs	17:00hrs – 21:00hrs Exhibitor Party, Location TBC
Wednesday	29 September 2021	08:00hrs – 09:30hrs	09:30hrs – 17:00hrs	17:00hrs – 21:00hrs WIP Party, Location TBC
Thursday	30 September 2021	08:00hrs – 09:30hrs	09:30hrs – 16:00hrs	

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

<b>BREAKDOWN - Interplas</b>				
<b>Day</b>	<b>Date</b>	<b>Hours</b>	<b>Comments</b>	<b>Safety</b>
<b>BOTH HALLS</b> Thursday	30 September 2021	16:00hrs – 16:30hrs	Visitor exit Exhibitors pack up	NO ADMISSION to the hall without PPE *
		16:30hrs – 18:00hrs	Shell machine Lifts Only	
		16:30hrs – 22:00hrs	Dismantling begins – Shell Scheme	
		From 18:00hrs	Dismantling begins- Space Only Contractors - No Space Only heavy lifting until all shell is cleared + must be under 8 tonne vehicle	
		21:00hrs		

			All Shell must be cleared (No access to the Hall on Friday for Shell exhibitors)	
		22:00hrs	Hall closes	
<b>BOTH HALLS</b>	1 October 2021	08:00hrs – 18:00hrs	Dismantling continues - Space Only heavy lifting for machines over 8 tonnes to begin	NO ADMISSION to the hall without PPE *
Friday		18:00hrs	Hall closes	

**All shell scheme exhibits must be removed by 17:00hrs on Thursday 30 September 2021** 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 16:00hrs on Friday 1 October 2021.** 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(s) until such time as it is safe to do so.**