



Health & Safety Regulations - agreed on registration of stand

Listed below are the main points which you, and those employed by you, need to be aware of during Let's Do Business. The list by no means covers everything and a responsible attitude must be taken on all matters of Health and Safety whilst at the venue.

- The electrical supply is 13amps only. It is the exhibitor's responsibility to ensure they have sufficient supply for their needs
- NO kettles, toasters or similar high consumption electrical equipment is allowed
- All portable electrical equipment to be PAT approved and used with the minimum length of trailing leads and that such equipment is not left unattended for any length of time with a live power supply to it
- Electrical cables must not be allowed to cross gangways, passageways and fire exits
- No parts of the stand may protrude into any gangway. The organisers reserve the right to remove any such items
- A person must be appointed who is responsible for health & safety on each stand
- All stand materials must be non-combustible, inherently non-flammable, durably flameproof or self-extinguishing plastic, all to the satisfaction of the Local Authority



- If any machinery or liquids are to be used or demonstrated on the stand then a full risk assessment should be submitted
- The venue will operate a strict HSE Policy and the exhibition will open once the venue has been accessed
- Please note that NO sales or free samples of drink or food are to be given out on the day of the expo. This is a racecourse policy.

The exhibitors have a responsibility to ensure that safe working practices are maintained at all times, which includes ensuring that provision is made whereby persons other than employees, are reminded of their responsibilities whilst working at the exhibition venue.

As an Exhibitor, Contractor or Agent you have a duty under the Health and Safety At Work Act 1974 to ensure that all personnel, contracted by you are aware that they have a responsibility, so far as is reasonably practicable, for the health, safety and welfare of all employees & visitors and that any systems of work which may be used are so far as is reasonably practicable, safe and without risks to health.

Under the Control of Substances Hazardous to Health (COSHH) Regulations 2002 exhibition stands are considered to be a workplace. It is therefore your responsibility to ensure that all your staff and subcontractors have received sufficient Health and Safety training and are provided with the correct protective clothing and equipment to enable them to carry out their work in a safe manner in accordance with the COSHH.



You are also required to have in your possession a copy of your own Health & Safety policy and a copy of the Health and Safety policy document of each contractor employed by you, which may be requested during the exhibition. You must also ensure that you have a copy of the Health and Safety Policy for each subcontractor employed by you excluding those appointed by the Organisers.

I can confirm that I have read and understand the Exhibition Guide and the Health and Safety Policy:

Company:

Name:

Signature:

Date:

An original signature will be required Without this completed form, you will unfortunately not be able to exhibit. This is a request from the venue.