Grid plan:

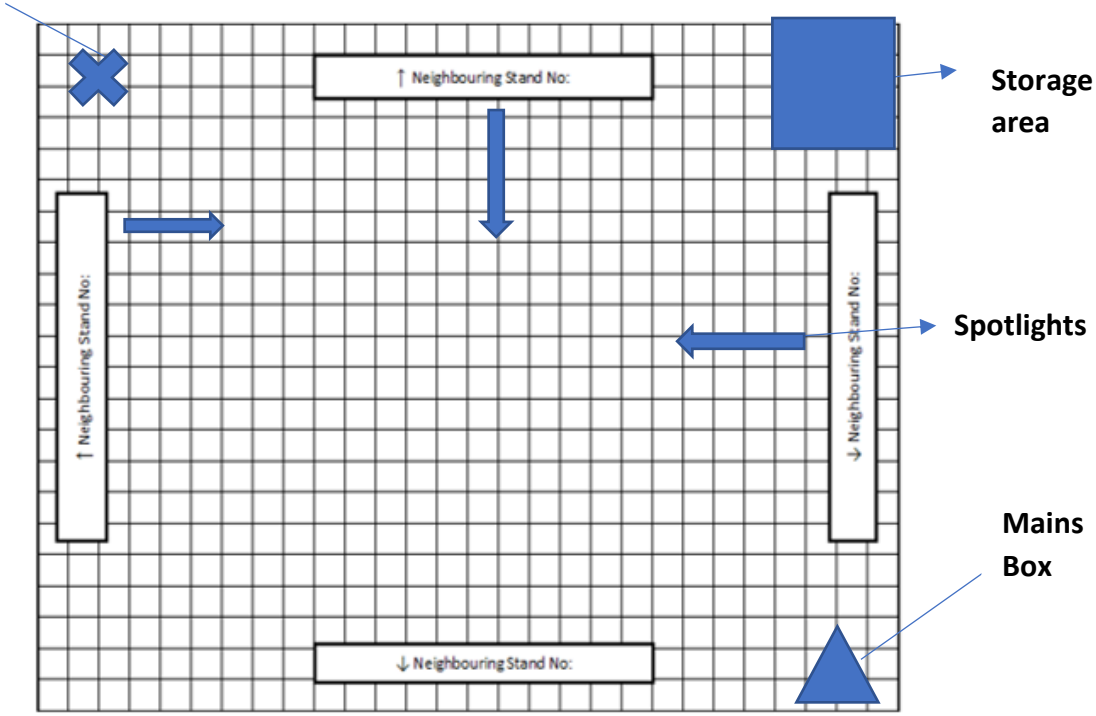
Company Name :_____ Stand Number & Hall: _____

Do you have a raised floor? **YES / NO** **Platform height is _____cm**

Dimensions of stand: ____**m x** ____**m**

Exhibition:

Use the grid plan below (birds-eye view) to specify the layout of your stand so we can position your items according to your requirements. Please draw your shell scheme stand onto the grid plan and add your **ordered** items to it. •Spotlights •power sockets •Storage areas • Shelves



Why is my grid plan important?

Your grid plan is essential to ensure our stand builders know where exactly you would like your ordered items installed.

What happens if I have not completed a Grid plan?

Unfortunately if you have not completed a grid plan, this means that our suppliers will place your electrics or stand fittings where they see fit. Please note, our contractors may not install your stand fittings if they have not been told the location, or the heights for shelves. If you would like to move your stand fitting or electrics on the day, you may be faced with a charge and significant delays.

How do I complete my grid plan?

Use different symbols to highlight where you would like the following if ordered an example of some symbols are below (You must label the symbols as seen on the image on the left)

Spotlights

Sockets

(Please label the KW of the socket you have ordered or that is included in your package)

Storage areas

(including door section direction)

Mains (if ordered)

Shelves

Graphic panels

TV **Wall mounted TV**