Creative Craft Show
NEC, Birmingham:
2 - 5 November 2023

HA23

DEADLINE 13 OCTOBER

ELECTRICAL LAYOUT SHEET

It will help our electrician if you:

a) Show where you want your socket/spotlighting/fluorescent to be fitted.
b) State if the socket is to be placed at floor level/top of stand/behind fascia etc.

BACK OF STAND

Key
X = socket
……. = fluorescent
O = single spot
OOO = 3 spot pack

Comment:

FRONT OF STAND (FASCIA)

* If we do not receive a plan from you then spotlights/fluorescents will be sited on the back of the fascia. Sockets will be placed at back of stand at floor level.
* ANY ALTERATIONS TO POSITIONS ON SITE WILL BE CHARGEABLE.

ELECTRICAL REGULATIONS

Would exhibitors please note that special electrical regulations apply to all major exhibition venues.

A few that may be relevant to you are:

1. All electrical connections must be enclosed (no strip connectors).
2. Only one extension block lead of not more than 2m long to be used in each socket.
3. Adaptors and reel type extensions shall not be used.
4. Leads on exhibitors' equipment not more than 2m long.
5. Maximum loading of lighting on ONE socket is 1000w.
6. All metal fittings and equipment must be earthed.
7. If you use your own equipment it must comply with all regulations and is subject to testing and spot checks.
8. Not more than one flex to one plug top.
9. Sockets must not be overloaded ie. 500w sockets only 500w maximum.
10. **PORTABLE APPLIANCE TESTING (PAT):** All electrical equipment should have been tested before arriving on site and have the relevant confirmation sticker attached.

Your own equipment MUST have PLUGS attached. Our contractor can ONLY supply SOCKETS.

With your own lighting it may avoid long leads if you have your socket fitted to the rear of the fascia or at the top of the back wall. Please show the required position of sockets etc in the box above.

COMPANY NAME	
TRADING NAME	
CONTACT NAME	

Stand No:
(To be completed by ICHF)

Please return by email to: jor@ichf.co.uk

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