



Strictly Highways 2024 - Exhibitor Manual

01 - 03 October 2024 – The Winter Gardens, Blackpool

VENUE INFORMATION

ADDRESS OF STRICTLY HIGHWAYS

**Leopold Grove
Blackpool
FY1 4LD**

Information on how to get to Winter Gardens can be found here: [Getting Here](#)

HOTEL INFORMATION

- Boulevard Hotel, Ocean Boulevard, Promenade, Blackpool, FY4 1PL.
- Big Blue Hotel, Ocean Boulevard, Promenade, Blackpool, FY4 1PL

TRANSPORT TO / FROM THE HOTEL TO THE WINTER GARDENS

Transport to and from the hotel to Winter Gardens will be available, subject to availability.

Wednesday 2nd October

- 07:45 Big Blue - Winter Gardens (2 bus)
- 08:15 Big Blue - Winter Gardens (2 bus)

- 17:00 Winter Gardens - Big Blue (2 bus)
- 17:30 Winter Gardens - Big Blue (2 bus)

- 18:15 Big Blue - Winter Gardens (2 bus)
- 18:45 Big Blue - Winter Gardens (2 bus)

- 23:45 Tram from North Pier southbound tram stop - Harrowside tram stop

Thursday 3rd October

- 07:45 Big Blue - Winter Gardens (2 bus)
- 08:15 Big Blue - Winter Gardens (2 bus)

- 14:30 Winter Gardens - Big Blue (2 bus)

FLOOR PLAN

The floorplan can be viewed [here](#).

The conference will take place in the Ballroom.

The exhibition will take place in Circle Level 1.

The catering and refreshments will also be served in Circle Level 1 where the exhibitors are located.

EXHIBITOR SET UP / OPEN PERIOD

Build-up in Circle level 1 and Associations Hub will take place between 12:00 – 19:30 on 01 October.

DELIVERY & COLLECTION OF EXHIBITS

If you are arranging deliveries and collections, please liaise with the venue contact directly:

Rebecca Thompson e: rebeccathompson@wintergardensblackpool.co.uk t: 01253 629600

All deliveries are to be made to the entrance located at Blackpool Conference and Exhibition Centre, Leopold Grove, Blackpool, FY1 4LD.

Upon arrival at the entrance, **ONE PERSON WILL BE REQUIRED TO STAY WITH THE VEHICLE AT ALL TIMES.**

Once unloaded, Exhibitors will then be required to relocate to the car park.

There is a lift at the venue and trolleys are available to use.

Neither LCRIG nor Winter Gardens accept liability for any lost or damaged deliveries

ADMISSION

All attendees at the Event must register their attendance prior to the Event through the Event platform.

Admission to Strictly Highways is for delegates ONLY. Persons under the age of 16 will not be admitted. The open period of the exhibition is:

Wednesday 02 October	08:00 – 16:30
Thursday 03 October	08:00 – 16:30

We recommend Exhibitors and sponsors who have booked transport to ensure they are on the 08:00am bus so that they are at the venue and registered in time for the arrival of delegates.

CAR PARKING

If Exhibitors are using their own transport, there is parking available local to the Winter Gardens.

Information on local car parking can be found here: [Car parking](#)

ACCOMMODATION PARKING

Car parking spaces are available at both hotels however these will be available on a first come first served basis for delegates that have booked accommodation.

Delegates are welcome to use either car park during their stay.

Boulevard (BLVD) Hotel (60 car parking spaces) – information on how to get to the BLVD Hotel can be found here: [Getting here](#) – Boulevard Hotel, Ocean Boulevard, Promenade, Blackpool, FY4 1PL

Big Blue Hotel (120 car parking spaces) – information on how to get to the Big Blue Hotel can be found here: [Getting here](#) - Ocean Boulevard, Promenade, Blackpool, FY4 1PL

EXHIBITOR BADGES

You will need to register your stand personnel for their Exhibitor badges. Exhibitor badges can be collected from the Organisers desk in the Lobby Area on arrival at the event.

- a. Event badges shall be issued to the Exhibitor upon Event registration and will include the name of the individual attending the Event.
- b. No Exhibitor will be admitted to the Event without prior registration and without an Event badge issued by the Organisers, who reserve the right, at their discretion, to withdraw the badge issued to any person if complaints have been received concerning that person's conduct.
- c. Badges are strictly non-transferable, and the Organiser reserves the right to refuse admission of any individual in possession of an exhibitor badge who is not directly involved with the Event.

FIRST AID

In cases of medical emergency advise the nearest event Organiser.

FURNITURE

Exhibition spaces are 3x3 and will be provided with a table and two chairs. Linen will be provided for Exhibitor tables.

CONSTRUCTION, DESIGN & MANAGEMENT (CDM) REGULATIONS 2015

The Construction, Design & Management (CDM) Regulations 2015 applies to all construction work. This work includes the building and taking down of temporary structures for events e.g. Exhibitor stand builds. Please note; CDM makes the general duties of the Health and Safety at Work etc Act 1974 more specific and they complement the general management of Health and Safety at Work Regulations 1999 and integrate health and safety into the management of construction of your stand. The objective of the CDM 2015 Regulations is to reduce the risk of harm to those that have to build, use, maintain and take down structures and ensure that your stand is constructed safely and help you understand your obligations. It is imperative that you as an Exhibitor ensure your participation at an event is carried out safely.

SECURITY

The Organisers cannot be held responsible for any loss or damage to Exhibitors' property.

POWER

There will be access to basic mains electricity where agreed with the Organiser beforehand. This can only be used to run standard equipment such as laptops / screens etc. It should not be used to run appliances which may overload the electrical circuits.

No sound is permitted on any devices.

If you have any queries with regards to electrics and power, please contact:
Charlotte Bromley e: charlotte.bromley@lcrig.org.uk .

IT & COMMUNICATIONS SERVICES

There is FREE public Wi-Fi in the Winter Gardens, however due to the instability of wireless connectivity within the structure of an exhibition, regrettably this cannot be offered as a supported service.

PAYMENT

Exhibitors / table hosts / individual paying attendees / sponsors are reminded that stand spaces and places are only held against full and prompt payment. Any Exhibitor / table hosts / individual paying attendees / sponsor who has not fully paid for their booking will not be admitted to the show. View booking T&Cs [here](#).

REMOVAL OF EXHIBITS – BREAKDOWN

Exhibitors in Circle Level 1 and the Associations Hub are able to break down from 16:30 on 03 October, subject to the agenda being on time.

All Exhibitors have until 18:30 hours on Thursday 03 October to clear their stands and cannot leave any exhibits or items on their stand after this time.

RIGGING

Rigging (including lighting rigs, banners or any structure attached to the ceiling) is not permitted in the Winter Gardens.

WASTE REMOVAL

Exhibitors and their contractors are responsible for the removal of all stand materials such as wood, carpet tape, pallets and metal at the event. Leaving any of these items in the venue will result in a charge for each item being issued to the Exhibitor if the contractor/Exhibitor does not remove this material.

WEBSITES

The exhibition website is <https://lcrig.glueup.com/event/strictly-highways-2024-99177/>

Here you will find all of the information you may need about Strictly Highways 2024.

PROMOTIONAL ASSETS

A set of promotional graphics have been included within the Exhibitor Manual.

If you are posting on LinkedIn or tweeting about your attendance at the conference, please remember to tag <https://www.linkedin.com/company/lcrig/> and <https://twitter.com/lcrignetwork> #StrictlyHighways