



Exhibitor Information

Set-Up / Timings
Parking / Catering

East Midlands

Derby Arena

Royal Way, Derby DE24 8JB

19th May 2024



WELCOME

The following information includes dates, timings and unloading

LOCATION:

The exhibition is located at
**Derby Arena, Royal Way,
Derby DE24 8JB**

SET UP DATE & TIMES:

Set up access will be on
**Saturday 18th May 2024,
between 4pm - 7pm.**

Sunday 19th May 2024
set up access is between
7am - 9.45am.

UNLOADING:

There's an easy access entry point for unloading. Please see our parking and access plan below to determine your stand position in relation to the unloading entrance.

EXHIBITION ITINERARY

SUNDAY 18th May

7am to 9.45am

Loading bay gates/doors open for exhibitor set-up.

9.45am

All exhibitors must be set up and ready to greet guests by 9:45am.

10.00am

Exhibition opens.

11.30am, 2pm

Live stage and two catwalk shows and will take place at 11.30am and 2pm, with a running time of approximately 45 minutes.

4.00pm

The show is open until 4.00pm, please don't take your stand down until then as brides, grooms and guests will still be looking around.

The loading bay gates/doors will not be opened until 4.00pm.

EXHIBITOR BADGES

Exhibitor badges will be provided on the day in an envelope attached to your stand when you arrive. Extra badges are available at the I Do registration desk.

REFRESHMENTS

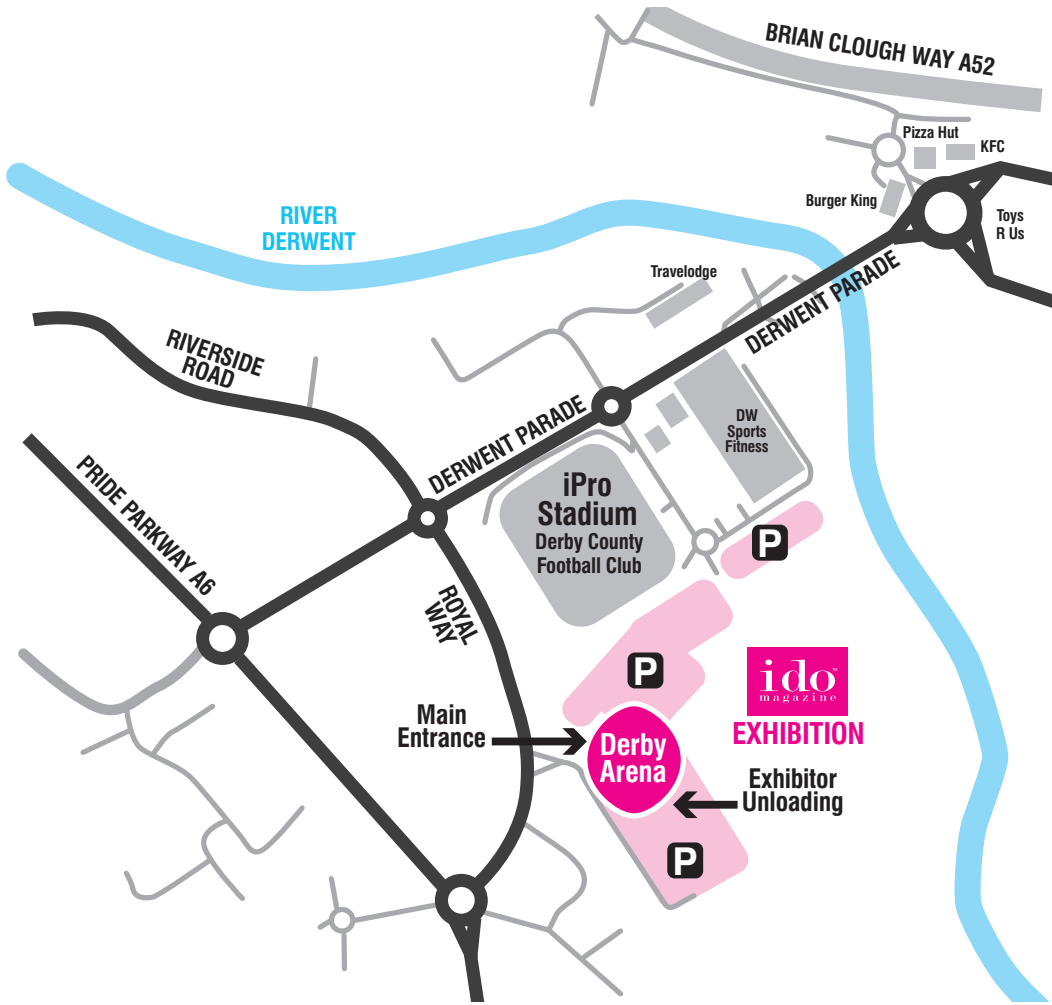
The food court will be open from 8am-4.00pm. There are also vending machines at the main entrance.

COUPLE REGISTRATION

I Do Magazine will be registering couples on the day, this information will not be distributed to exhibitors.

It is always good practice to collect brides/grooms information as you greet them on the day. You can download generic contact forms on the same page you have downloaded this information from.

EXHIBITOR UNLOADING



East Midlands Floor Plan 19TH MAY 2024

