

DEADLINE & FORM CHECKLIST

Exhibitor type	Order / task	Return by	RETURN TO	OPTIONAL/ COMPULSORY
ALL Exhibitors	Compulsory stand form, including name panel	08 NOV 18	https://www.surveymonkey.co.uk/r/SpiritShow18 *online form - please use above link	Compulsory - All exhibitors
Exhibitors Selling Alcohol	Personal License Holder	08 NOV 18	Please upload a copy of your personal license to: https://www.surveymonkey.co.uk/r/SpiritShow18 (Exhibitors selling alcohol only)	Compulsory - Alcohol retailers
Space Only Exhibitors	Space only - drawings and supporting documentation	08 NOV 18	https://www.surveymonkey.co.uk/r/SpiritShow18Space *online form - please use above link	Compulsory - Space Only
ALL Exhibitors	Accommodation	ASAP	karina@bookahoteldeal.co.uk	Optional
ALL Exhibitors	Electrics & lighting	08 NOV 18	http://oem.bdclondon.co.uk/spiritshow18 *online ordering - please use above link	Optional
Shell Scheme	Shell scheme Extras	08 NOV 18	http://oem.bdclondon.co.uk/spiritshow18 *online ordering - please use above link	Optional
ALL Exhibitors	Furniture	ASAP	stephanie@thorns.co.uk	Optional
ALL Exhibitors	Internet	08 NOV 18	http://oem.bdclondon.co.uk/spiritshow18 *online ordering - please use above link	Optional
ALL Exhibitors	Advance warehousing, Freight handling & lifting services	ASAP	JoSmith@agility.com	Optional
ALL Exhibitors	Graphics	08 NOV 18	james@bangonltd.co.uk	Optional
ALL Exhibitors	Credit Card Machine Hire	ASAP	sales@123hire.net	Optional
ALL Exhibitors	Water & Waste	08 NOV 18	http://oem.bdclondon.co.uk/spiritshow18 *online ordering - please use above link	Optional