



Exhibitor Information Guide

Thursday 30 April | 8:30 am - 4:00 pm
Amex Stadium, Brighton | FREE PARKING



constructionexpouk.co.uk
01732 758530 | 07768 067745
info@constructionexpouk.co.uk



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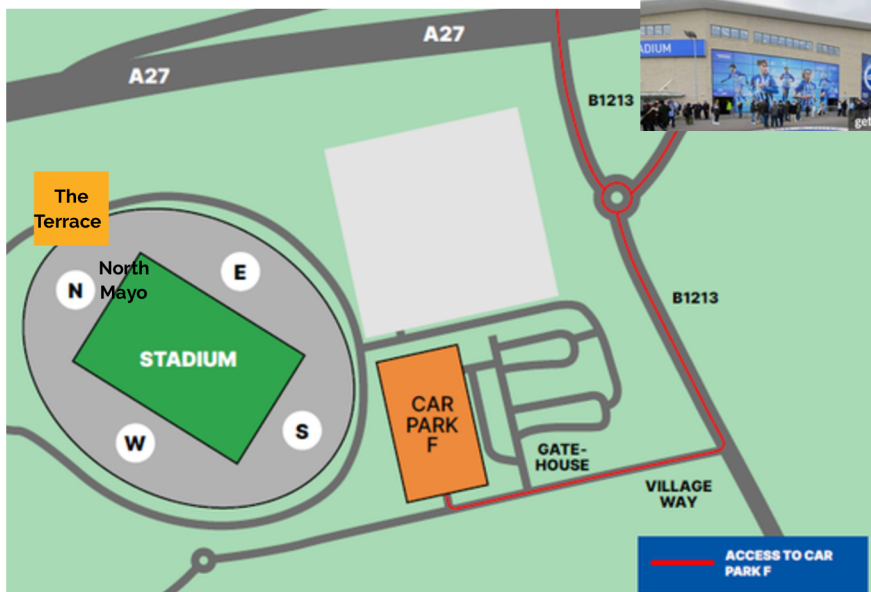


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#SECE2026

General Information

Location

The Terrace and North Mayo, Amex Stadium,
Village Way, Brighton, BN1 9BL



Exhibitor parking only

Car Park F Coach Park has been reserved for Exhibitors. Please see plan. You will be stopped by security on your way in and directed to an appropriate place.

If you have items to unload you will be able to drive down to The Terrace and North Mayo to unload. This will be permitted by Security at the Stadium only between the times of: **5 pm – 8 pm on 29 April** and **6.30 am – 8 am on 30 April**.

Please can you immediately move your car back to Car Park F parking along the road is not permitted by the venue.

Once you've parked, walk down the stairs towards the stadium and bear right when you reach the bottom. Continue along the road and you will see **The North Mayo** on the left and **The Terrace** on the right hand side.

Additional needs

If any exhibitor has additional needs relating to any disability, please let us know.

Registration/Information

If you have any queries or require information on the day, please come to registration or call 07768 067745.

Meet the Buyer

Appointments will open in advance for exhibitors first, then to visitors a week before the event for morning appointments only. Please can you confirm your arrival and your place at Meet the Buyer reception in the North Mayo by 9.30 am.

Afternoon appointments will be open at the Meet the Buyer registration from 11 am onwards at Meet the Buyer reception in North Mayo.

Exhibitor name badges

For quick and easy access please register all stand staff visit:

constructionexpouk.co.uk/exhibitor-name-badges

Online registration closes 5pm on Monday 27 April. You may get additional name badges from registration on the day.

Set up dates & times

Wednesday 29 April 5.00 pm – 8.00 pm

Thursday 30 April, 7.00 am - 8.30 am

(small portable items only)

For health and safety reasons you will not be able to unload and bring large items in after 8.30 am on the day of the Expo, so please ensure you have planned your arrival before this time.

Break down

Exhibitors must remove all items immediately after the event on 30 April, nothing can stay overnight. Please do not take down your stand until 4 pm when the exhibition has closed. Vehicles will not be allowed until after this time.

Large objects /vehicles

If you have any large objects you are planning to exhibit inside you may need to bring them in before the build of the exhibition. **To arrange please call**

01732 758530 or email

info@constructionexpouk.co.uk

Outside exhibits

Need to be put in place on the day, please arrive by 8 am and see registration (unless other arrangements have been agreed by the organisers).

Stand furniture

Listed on page 7 are the packages & what they include.

Plasma

We have negotiated a special deal for plasmas. We can arrange the hire of a 42" or 50" plasma for you and have it delivered and set up ready on your stand. The price is £260+vat (42") and £290+vat (50").

Your booking form would have asked if you required any extras such as plasma TV, furniture, electricity.

If you have not ordered all the items you require, please ensure that you do so before the closing date

Wednesday 15 April.

Electricity

Will only be available for exhibitors that have pre-ordered and paid for it in advance. Spotlights are available, contact us to order. **No later than**

Wednesday 15 April.

One spotlight £65+vat

Two spotlights £110+vat

Plus electricity £97+vat

Venue flooring

Please take care of the floor inside and outside your stand area. For large heavy exhibits please bring a floor covering.

Additional needs

If any exhibitor has additional needs relating to any disability, please let us know.

Internet access

There is free Wi-Fi in the exhibition, for general browsing only.

WIFI Amex Events: 8he7aswa

Vouchers for refreshments

Some packages include vouchers which you can exchange at the refreshment counter on the First floor of The Terrace.

Vouchers for silver and gold stand packages

Please collect your vouchers from registration on exhibition day. Gold exhibitors will receive 2x lunch vouchers in their package and 8x tea/coffee. Silver exhibitors will receive 4 tea/coffee vouchers.

Food

Refreshments will be available on the First floor of The Terrace and The North Mayo exhibition hall.

Ordering food on the day

Paid food vouchers have to be processed manually. Otherwise please see details below.

1. You may either download the BHAFC App (you don't need to download the app the website works just as well and is quick to use) or the website accessible via the QR code displayed around the Terrace and in the Event Guide.
2. This will take you to the ordering page, either in the app (if you already have it) or in your web browser.
3. Place your order
4. Enter your phone number - You'll receive a text message when your order is ready. Please go to the Collection Point at the bar on the first floor.
5. Wait for your order - You can also check the screen near the Collection Point, where your order number will be shown once it is ready.
6. Collect your food

Please note

We recommend using the online ordering system, as text alerts and order updates are not available for orders placed at the counter.

Food and refreshments

Breakfast available in North Mayo

8.30 am – 11 am

Bacon/Sausage Baps

Available in the Terrace

12 pm – 3 pm

Chicken tenders & fries - £12

Korean Kimchi Burger - £12

The Chicken Shop Burger - £12

Chicken Caesar Salad - £10

Downstairs in Melts

Triple Cheese melt - £6.50

Hot meat melt - £7.50

Lunch Available in North Mayo

12 pm – 3 pm

Butchers double steak cheeseburger - £10

Rollover hotdog - £6.40

Vegan hotdog - £6

Piglets sausage roll - £6.40

Piglets pies - £5.80

Jacket Potato and baked beans - £6

Sausage and mash - £6.50

Tea/coffee - £3

Safe Working Practice

Please ensure that all staff exhibiting on your stand read the Safe Working Practice (sent by separate cover) and do not remove items from the stand until the Expo has finished.

Health & Safety

We take Health & Safety very seriously and would like to remind you of the Health and Safety Act 1974 and the regulations made under this act impose duties and responsibilities upon all employers that these duties are not reduced regardless of whether an employee is in their place of work or out exhibiting at a show. An inspection will be made prior to the start of the exhibition to ensure that there are no obstacles or hazards.

Stand Information

Shell Scheme

The AVEX system is a modular shell scheme consisting of white foam PVC panels and aluminium profiles. 325mm deep white fascia panels are provided on all open sides and are supported by aluminium uprights at the corners and along any fascia run over 4m in length. Stands over 4m in length may also require some additional support beams/ceiling grid which reduces the height inside the stand to 2430mm.

Panel Specification

The maximum display area of each 1m wall section panel is 960mm x 2380mm. The AVEX post section protrudes by approx. 15mm between every panel. (See example of 2x2m stand below).

Name boards will be produced for each stand with a shell scheme.



Enhancing your Shell Scheme Stand

Your Xhibit shell scheme stand can be enhanced with a range of optional features to create the perfect environment for displaying your products or services.

Stands can be transformed to reflect your complete corporate identity by changing the colour of your wall panels or even integrating digitally printed panels from your own creative artwork.

For more information please contact Tim at Xhibit Solutions Ltd
01323 811406 | info@x-hibit.com

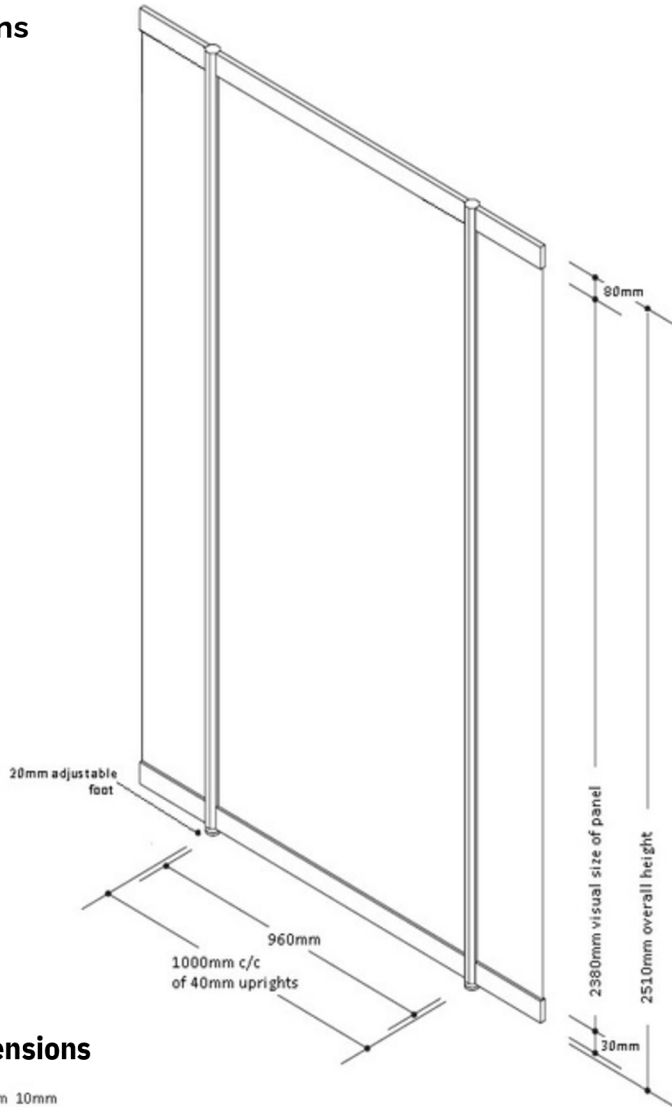
Decorating and Displaying Items on your stand

Please observe the do's and don'ts associated with this system. Posters and display material can be attached to the panels of your shell scheme using hook Velcro pads or strips. Nothing should be attached to the aluminium profiles.

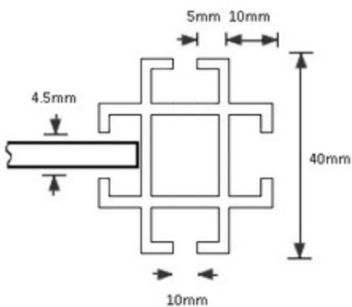
No Staples, Nails, Screws or Tape should be used when decorating your stand. Any damage to the shell scheme system will result in a charge.

Stand Shell Scheme

Panel Dimensions

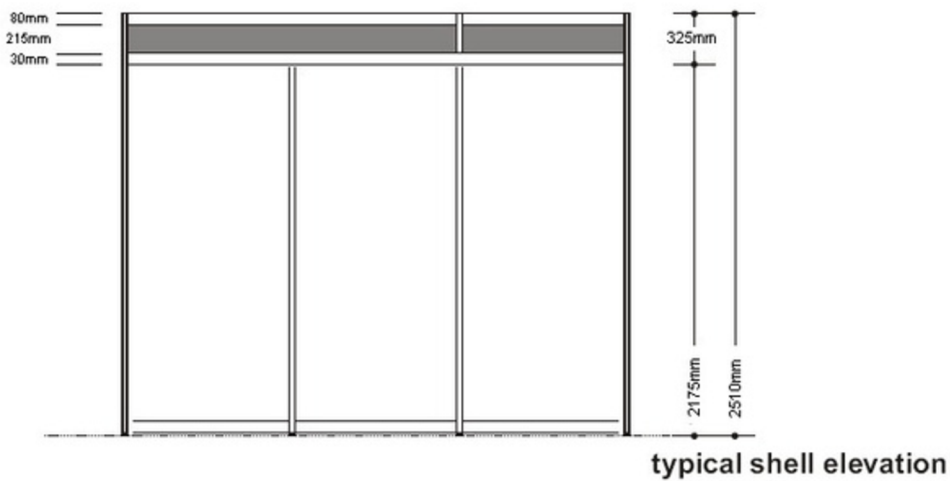
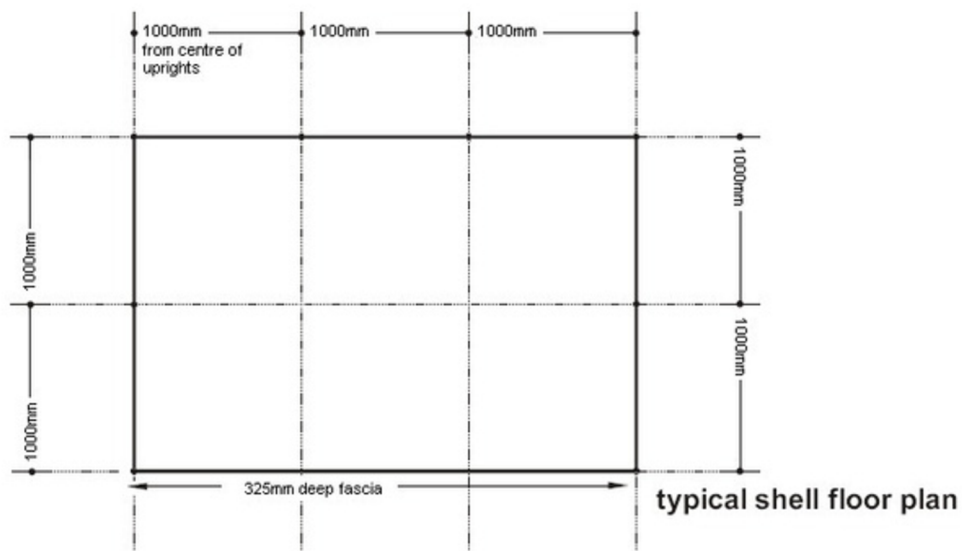


Post Section Dimensions



The image shows the dimensions of a typical 1m wall section and the aluminium post section. The maximum display area of each 1m wall section panel is 960mm x 2380mm. The AVEX post section protrudes by approx. 15mm between every panel.

Typical 3m x 2m stand layout



Stand packages	Bronze	Silver	Gold
Floor space only (no shell scheme)	✓		
Shell scheme stand structure (includes company name board)		✓	✓
Early access and first choice of Buyer appointments	1	2	3
Company listing in the Event Guide	✓	✓	✓
Listing on event website (once paid)	✓	✓	✓
Digital postcard invite for customers	✓	✓	✓
Free marking support leading up to the event	✓	✓	✓
Free marketing webinar on maximising your exhibition including social media	✓	✓	✓
Chair	✓	✓	✓
Complimentary tea/coffee vouchers		4	8
Complimentary lunch (all dietaries catered for)			2
FREE email to construction expo database about your business			✓
Unlimited social media posts			✓
Spotlight listing in the Event Guide			✓
Table and tablecloth	£45	£45	£45
Literature stand	£30	£30	£30
Electricity	£97	£97	£97
Plasma TV hire £260+vat (42") £270+vat (50")			

*Please note the **bronze package** is space only, and does not include a shell scheme, name plate or panelled back walls.

Electricity is not included but arranged from £97 + vat for a standard plug socket

Exhibitor Screen Adverts

We will use the screens in The Terrace and North Mayo to promote your business for you, at no cost.

We will create an image with your logo on and company description you sent us about your business..

Look out for yours!



To check your stand package call 01732 758530 |
info@constructionexpouk.co.uk

Event Guide Adverts

If you have an advert included in your stand package (gold exhibitors) please see the dimensions/deadline below.

To **book an advert**, please **CLICK HERE** to secure your space.

The ad placement rates are based on the artwork being supplied in full CMYK, PDF or JPG formats. All prices plus VAT

Please email your advert to:
info@constructionexpouk.co.uk

Deadline: Wednesday 15 April

QUARTER PAGE VERTICAL

£95 (usual price £135)

Trim Size: 93mm (W) x 133mm (H)

Type Area: 93mm x 133mm

FULL PAGE

£380 (usual price £450)

FULL PAGE WITH BLEED

Trim Size: 297mm x 210mm

Bleed Size: 303mm x 216mm

Type Area: 270mm x 190mm

HALF PAGE HORIZONTAL

£204 (usual price £240)

Trim Size: 190mm (W) x 133mm
(H)

Type Area: 190mm x 133mm

SPONSOR THE EVENT GUIDE?

Logo on all marketing material including front page of Event Guide, adverts and all printed material and pdfs

Logo on all e mails sent out (minimum 2 a month) to over 10,000 businesses

Complimentary 2 metre stand silver package

Double page spread in Event Guide

Logo on sponsor backdrop behind speakers

Price £950 + VAT

Insurance

Whilst South East Construction Expo will take every precaution to protect your property during the event, we are not responsible for any loss or damage. The Amex arranges public liability insurance for its own purpose.

Insurance for individual stands is the responsibility of each exhibitor to arrange adequate Public Liability Insurance of at least £1,000,000 limit of indemnity.

Terms and conditions

It is a condition of booking that all exhibitor fees are paid in advance. South East Construction Expo reserves the right to refuse entry if payment has not been received. On receipt of your booking a pro forma invoice is issued. If you have not received this, please contact us on 01732 758530.

Cancellation policy

Cancellations must be received in writing 21 days prior to the event. Please note refunds will not be given after this time and booked stands must be paid for prior to the expo.

Data protection

Your personal details will be treated in accordance with the requirements of the Data Protection Act 2018. We will never under any circumstances share your data with any third party and all data is kept on a secure client management system.

We are here to help you!

We don't just sell you a stand, we want to help you be successful! So, make sure you send us any special offers you will be giving on the day and don't forget to invite your prospective and existing customers – it really works!

If you require any further information, or we can help you in any way, please call **01732 758530** or email info@constructionexpouk.co.uk



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