

## Aerospace Test & Development Show 2023

### Stand Declaration Form – Mandatory

*To be completed by all exhibitors and submitted by Friday 4 August 2023 to [admin@opssquad.co.uk](mailto:admin@opssquad.co.uk)*

Company Name	
Stand Number	
Onsite Contact	
Email address	
Mobile phone	

Please confirm who will be responsible for health and safety matters at the event:

Name	
Position/Job Title	

Our space dimensions are: \_\_\_\_\_ (m) Deep x \_\_\_\_\_ (m) Wide = \_\_\_\_\_ square metres

Our final build height will be: \_\_\_\_\_ (m) high

#### Stand Design - Please check the relevant box:

- ☐ We will have a shell scheme package from the official provider.
- ☐ We will bring a pop up stand. Plans required if the stand will be higher than 2.5m
- ☐ We have a SPACE ONLY stand and will be building our own stand. Attached to this form is a copy of our stand design including aerial and frontal views showing build heights.
- ☐ We have a SPACE ONLY stand and will be appointing a contractor (EAC) to build our stand. Attached to this form is a copy of our stand design including aerial and frontal views showing build heights.

Appointed stand contractor company name: \_\_\_\_\_

City: \_\_\_\_\_ Country: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

- ☐ We have checked our EAC insurance and risk assessment and are submitting copies with this form.
- ☐ The appointed stand builder certifies and guarantees that the stability and stress points have been properly engineered and tested to ensure structural safety.

**Note:** Space only exhibitors may only begin stand construction after submitting a detailed sketch of the stand and receiving written confirmation from the Organisers. This confirmation does not release exhibitors from the observance of the relevant rules and regulations but states that the Organisers have no

objections in the context of stand design. If requested to do so by the Organisers, exhibitors are obliged to submit any additional required information relating to the stand design or build, immediately.

**All exhibitors to confirm:**

- ☐ We have trained and made our staff aware of the potential risks present onsite and will copy them in with the show and venue safety regulations.
- ☐ We have read and understood the Health & Safety Information within the Exhibitor information.
- ☐ We have completed a Risk Assessment (RA) for our stand (including build/show days/break down) and if requested will be able to provide this.
- ☐ We are aware that as exhibitors we are responsible for the compliance of the rules and regulations. We will supervise the stand construction personnel we have commissioned and other personnel working on our behalf in order to ensure their compliance with the rules and regulations.
- ☐ Our exhibits, demonstrations and work practices cause NO HAZARDS to either ourselves or others onsite.
- ☐ We have insurance to cover the event which includes €2m public liability coverage.  
***(Please note this is mandatory and it is not possible to exhibit without insurance.)***

**Will you be having any of the following on your stand?**

- ☐ Animals
- ☐ Background music
- ☐ Demonstrations
- ☐ Food and drink
- ☐ Special effects
- ☐ Vehicles
- ☐ Water equipment and features
- ☐ Weapons
- ☐ Working machinery

If you have ticked any of the boxes above, please detail this below

**Authorised Signatory**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_ Position/Job Title: \_\_\_\_\_

Date: \_\_\_\_\_

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