

ORGANISER INFORMATION FORMS CHECKLIST

	<i>Form No.</i>	<i>Deadline Date</i>	<i>Completed ✓</i>
Contractor Information and Passes Mandatory	2	3 September	
Exhibitor Passes Mandatory	3	3 September	
Free Editorial Entry in Catalogue Mandatory	4	6 August	
Health and Safety Acceptance Mandatory	5	3 September	
Lighting Rig Early Access Pass	6	3 September	
Model Passes	7	3 September	
Press Information	8	Immediately	
Risk Assessment Mandatory	9	3 September	
Sound, Stage Information and Music Licences	10	20 August	
Space Only - Stand Plan Structural Approval Mandatory	11	20 August	

DON'T MISS THE DEADLINES, VITAL INFORMATION REQUIRED.