

**The National
Show Centre**

Swords, Co. Dublin



**16 + 17
SEPT 2019**

school summit

Terms & Conditions

- All exhibits must enhance the professional, educational and instructional atmosphere of School Summit.
- All exhibits must be open and staffed during the event hours.
- Exhibitors can move - in on Sunday 15th September from 2.00pm - 5.00pm 2019.
- Doors open at 10.30am on Monday 16th September 2019.
- Limited access on the opening morning before doors open.
- School Summit 2019 hours
 - > 16 September 2019: 10.30am - 2.30pm
 - > 17 September 2019: 10.30am - 2.30pm
 - > Event closes: 17 September 2019, 3.00pm
- Dismantling may not commence until the event is closed.
- Exhibitions, demonstrations and meetings must be confined within the exhibition stand so as not to interfere with traffic flow in the aisles or encroach into neighbouring exhibits. Exhibitors may not obstruct or block any fire exit or means of escape / access that may impede the emergency services gaining access to the site or premises. The storage of cartons or other materials (regardless of construction) behind exhibits or anywhere on the exhibit floor is not permitted.
- No structures or fittings which are the property of The National Show Centre may be interfered with. The walls of the stand may be used for temporary fixtures only. No visible marks may be left once the exhibit is removed.
- Gas, petrol and other flammable materials are prohibited.
- Giveaways; Handout materials are to be age appropriate.
- Sound; Sound must be at a level that does not disturb neighbouring exhibits and presentations must be done in a manner that does not encourage congregation of attendees in aisles. Exhibitors using audio systems should direct the sound into their booth and not towards the aisle or neighbouring exhibits.
- Food; No food may be prepared, sold or given away at School Summit without prior consent from the organisers and alcohol is strictly forbidden
- Product Liability; The venue (The National Show Centre) and organisers (Bell Media Ltd.) carry no product liability on behalf of exhibitors.
- Public Liability; The Exhibitor is required to carry Public Liability Insurance for their own stand and activities.

www.schoolsummit.ie