

HTA National Plant Show

Tuesday 19 / 20 June 2018

Hall 2, Stoneleigh Park, Coventry



Thank you for booking to exhibit...

Deposit

Must be paid on invoice terms.

Stand Allocation

1st round will be allocated w/c 10 December 2017, an email will be sent to the booking contact confirming the stand location.

All stand bookings following this will be allocated when booking received.

NPS Exhibitor Manual

This will be sent in January 2018 by email to the booking contact. Please read through the manual when it becomes available and pay close attention to all deadlines.

[Insurance, Health & Safety, Exhibitor Show Guide](#) – These forms are mandatory, please complete these when they are available by the specified dates.

[Show Preview](#) - We encourage you to submit news as we will feature it in our show preview and will send it out to other press to help promote your presence.

[Stand Extra's](#) – Order ELECTRIC and CARPET in **advance**, we will notify you when you can begin orders.

[Promotional Opportunities](#) – Get in touch with the HTA Commercial Department (0333 003 3550) to find out what other opportunities are available at the show.

[Visitor Data](#) – We encourage you to order a data pen so that you can collect data from visitors at the show.

[Visitor Registration](#) – We will notify you when the link is available as we have found in previous years the way to get visitors is by exhibitor recommendation.

[Exhibitor Registration](#) – We will notify you when the link is available to get your badges.

[Car Parking Passes](#) – will be sent out w/c 4 June 2018.

Balance Invoice

Will be sent to your accounts department via email w/c 30 April 2018 and must be paid on invoice terms.

Any other questions...

Please email events@hta.org.uk

We very much look forward to seeing you at the

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