

THE KENT BUSINESS SHOW

Exhibitor Information

Thursday 19 March
Ashford International Hotel



kentbusinessshow.co.uk
01732 758530 | 07768 067745
info@bestbusinessevents.co.uk



#kbs2026



Join the group:
The Kent Business Show



General Information



Location

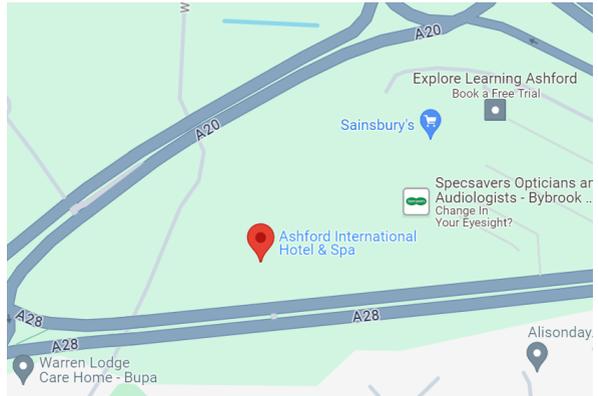
Ashford International Hotel & Spa, Simone Weil Ave,
Ashford, TN24 8UX

Located close to J9 of the M20
motorway.

FREE parking (vehicle
registration is required at
check-in).

BY RAIL

Ashford International train
station – 1 mile



Car parking

All exhibitors may park outside the
venue to unload, though please then
move your car.

There are over 400 free parking
places available at the venue and
we are using Sainsburys as overflow.
We encourage you to park in
Sainsburys especially with several
cars coming from one business.

**However, you must let us have your
registration beforehand (not on the
day).**

There is a quick walk through from
the end of the car park which adjoins
the Ashford International Hotel.

This will free up space for visitors.

Without registration number there is
a limit of 3 hours at Sainsburys.

Exhibitor name badges

For quick and easy access please
add any extra staff who will be
manning your stand via the booking
link below:

<https://www.kentbusinessshow.co.uk/exhibitor-name-badges>

Online registration closes 5 pm on
Monday 16 March.

You may get additional name
badges from registration on the
day.

If you have pre-registered your
name badges they will be placed on
your stand ready for Thursday
morning.

Registration/Information

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

Setting up your stand

Set up will officially be from 6:30am – 8:30am on the day. However we are hopeful, you may be able to set up the afternoon before. We will advise you 1 week before the event.

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

Break down

Exhibitors must remove all items immediately after the event on 19 March, nothing can stay overnight. Please do not take down your stand until 3 pm when the exhibition has closed.

Exhibition Packages

Please check what is included in your exhibition package, only pre ordered furniture will be available on the day. If you have a 2 metre stand you will have a 4ft table and if you have a 3 metre stand your table will be 6ft if you have requested a table. The tables will be covered with a white table cloth (pre booked). If you wish to order a table and cloth they are £25+vat. Please call Penny on 01732 758530 or e mail info@bestbusinessevents.co.uk

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 will be £230+vat (42") and £260+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 Friday 27 February.

Electricity, table & cloth and extra furniture or TV orders

Will only be available for exhibitors that have pre-ordered and paid for it in advance. If you require electricity for more than one item please remember to bring your own extension lead with you.

Internet access

FREE Wifi is available for general shared browsing traffic. WIFI code: Guest internet (no password needed)



Refreshments

All exhibitors and visitors will be given a complimentary tea/coffee voucher kindly sponsored by Akita IT.

Silver stand holders will receive an additional 4x tea/coffee vouchers per stand and gold stand holder 6x vouchers, which you need to collect on the day from registration. There will be a coffee station at the back of the Kent Suite. You will also be able to purchase tea/coffee from here and they will have a card machine available. Jugs of water will also be available.

Breakfast and lunch

A limited number of Breakfast rolls will be available and will be served between 8.30 am-11 am.

From 11 am – 2.30 pm you will have the opportunity to buy:

Cheese Burger

Jacket potato with choices of fillings

Pizza

Gold stand holders will receive 2x vouchers to exchange for their choice of lunch.



Health & Safety

Exhibitors are reminded of the Health and Safety Act 1974 and the regulations made under this act impose responsibilities and duties upon all employers that these are not reduced regardless of whether an employee is in their place of work or out exhibiting at a show.

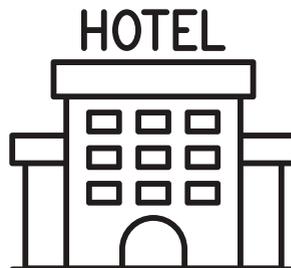
An inspection will be made prior to the start of the exhibition to ensure that there are no obstacles or hazards.

Additional needs

If any exhibitor has additional needs relating to any disability, please let us know. Reserved parking places are available for blue badge holders near the main entrance of the hotel.

Overnight accommodation

We have arranged a special room rate for anyone wishing to stay at the hotel on 18 March, please call the hotel on 0330 107 1599 to book, quoting Kent Business Show. £110 single room bed and breakfast.



Stand Information

Shell Scheme

For silver and gold packages only.

The walling is Velcro compatible. This is the only type of fixing that should be used to attach items to the walling. The wall acts as the loop type of Velcro so the Velcro you need to use to affix your items to the wall is the hook type of Velcro. On no account must nails, screws or blue-tack be used. Any damage caused to the shell scheme will be the responsibility of the exhibitor and will be charged accordingly.

Corner stands are open on two sides unless advised otherwise. Individual stands will have a back wall only unless otherwise advised by yourselves.

Panel Specification

The maximum display area of each 1m wall section is 998mm x 1998mm. Between each panel is a 25mm wide pole section.

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 integrating digitally printed panels from your own creative artwork.

Please contact Xhibit for more details at info@x-hibit.com

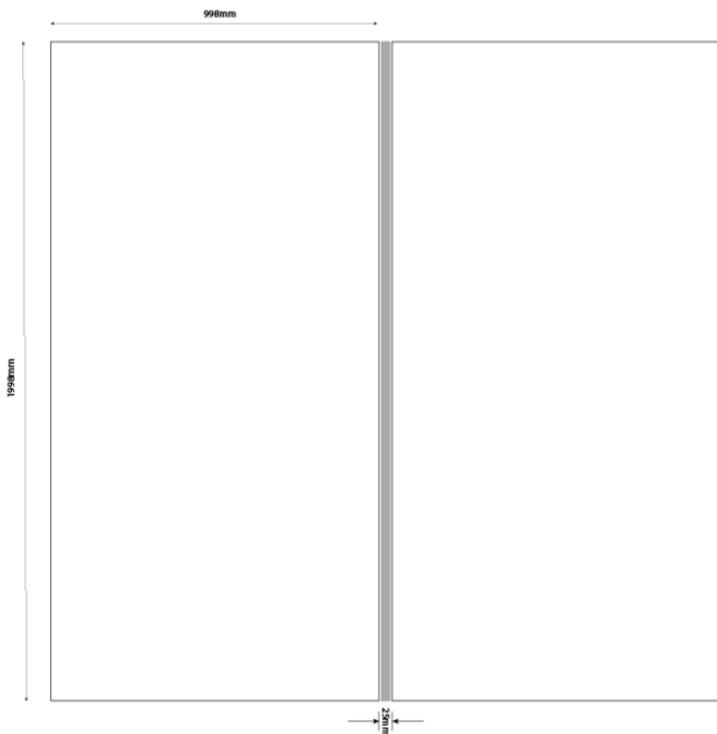
Printing

Please let us know if you require any help with a contractor for any printed material (flyers, business cards etc.)

Shell scheme

Example of a 2 x 1m below.
(All stands will have a depth of 1m panel).





The image shows a 2m wall section in our panel and pole system.

The maximum display area of each 1m wall section is 998mm x 1998mm. Between each panel is a 25mm wide pole section.

Stand packages	Bronze	Silver	Gold+
Available stand sizes: 2m, 3m, 4m			
Floor space only (no shell scheme)	✓		
Panel & Pole shell scheme		✓	✓
Listing on event website (once paid)	✓	✓	✓
Company listing in the event guide	✓	✓	✓
Free marketing support leading up to the event (includes marketing guide)	✓	✓	✓
1x chair per stand	✓	✓	✓
Complimentary tea/coffee vouchers		4	6
Complimentary lunch vouchers			2
Unlimited social media posts			✓
Quarter page advert on the event guide			✓
2x tickets at the Networking Breakfast			2
EXTRAS			
Table and tablecloth £25			
Literature stand £20			
Electricity £35			
Plasma TV hire £230 (42") £260 (50")			
Advert in the event guide			
Quarter page £95 Half page £150 Full page £250			

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

Event guide advertising rates and sizes

If you have an advert included in your stand package or have booked an advert, please see the dimensions on the next page.

The deadline for artwork is:

Wednesday 25 February

If you would like to book an advert please visit: kentbusinessshow.co.uk/event-guide-advert-booking



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

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

**Limited space, subject to availability*

Please pre book your advert HERE to secure your space.

Deadline: Wednesday 25 Feb

Email your final advert to:
info@bestbusinessevents.co.uk

QUARTER PAGE VERTICAL
(£95)

Trim Size:
133mm x 93mm
Type Area:
133mm x 93mm

FULL PAGE
(£250)

FULL PAGE WITH BLEED

Trim Size:
297mm x 210mm
Bleed Size:
303mm x 216mm
Type Area:
270mm x 190mm

HALF PAGE HORIZONTAL
(£150)

Trim Size:
133mm x 190mm
Type Area:
133mm x 190mm

Insurance

We will take every precaution to protect your property during the event, we are not responsible for any loss or damage. The Ashford International Hotel arranges public liability insurance for its own purposes. 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. The Kent Business Show 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 show.

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! 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 want your stand to be busy all day.

And ensure the 'We're exhibiting' image is added to your signature block.

If you require any further information, or we can help you in any way, please call [01732 758530](tel:01732758530) or email info@bestbusinessevents.co.uk

Leaving the event

Please could you ensure that you return your name badge and lanyard to event staff at the close of the event.



Join our **LinkedIn Group**
'The Kent Business Show'

Follow our new **LinkedIn Page**



#kbs2026