

FREQUENTLY ASKED QUESTIONS

What is the event? WCP Cleaning Show in association with NCCA. A large exhibition for the carpet and window cleaning industries.

What is the event date? Saturday September 8th 2018.

Where is the event? NAEC Stoneleigh, Warwickshire, CV8 2LZ – Hall 3.

How do I get there? CV8 2LG for SatNav. Directions follow.

From London / M40 - Leave the M40 at junction 15 and head on the A46 towards Coventry. Follow the signs to Stoneleigh Park Main Entrance or NAC on the B4113.

From the M6 / M69 - Leave the M6 at junction 2 and head onto the A46 towards Warwick. Or at the end of the M69, head onto the A46 towards Warwick and the M40. Follow the signs to Stoneleigh Park Main Entrance or NAC on the B4113

From the M1 (Northbound): Leave the M1 at Junction 17 and join the M45 heading towards Coventry. Pick up the signs for the A45 Coventry (not Daventry). Stay on the A45 heading towards the A46 Warwick. Once on the A46, follow the signs to Stoneleigh Park Main Entrance or NAC on the B4113.

Where do I park? Ample parking is provided at the venue. A marshalled area will be available for exhibitors arriving at the event. Access closer to the hall will be possible for set-up and breakdown. Vehicles (unless authorised) will need to be moved back to the designated car park before the event opens.

Is there a fee for parking? No.

What time does the event start/finish? 10:00am until 4:00pm. Please note exhibitors will be unable to leave the hall until after 4:00 and should not begin breaking down until this time.

When can I access the hall for set-up? The hall will be available from midday on Friday 7th and again from 9:00am Saturday morning before opening.

Where do I enter the hall? For set-up, large doorways are situated along the east and west sides of the hall. Visitors will enter through the main entrance (south). The NCCA section of the exhibition is in the north end of the hall.

Are there any restrictions or requirements I need to be aware of when setting up? Doorways have a height limit of five metres (6.8m inside the hall). High-visibility vests should be worn while constructing/breaking down stands.

What is included in my booking? Having booked stand space you will be allocated your chosen area and size accordingly in the hall. A floorplan is included with your exhibition pack and a stand number will also have been allocated, confirmed in your booking letter. Your space can be utilised however you see fit, bearing in mind any health and safety restrictions. The stand is space only and does not include a shell or carpeting. A power supply (1 socket, 240v, 13Amp, 3000w) is included.

What do I need to do if I require additional power? A form is available from the NCCA detailing electrical options provided by the venue. Additional fees apply.

Can I bring a vehicle in to the hall when setting up? Yes, but please ensure you do not enter unsupervised (NCCA representatives will be present on the day to assist) and follow all signs/instructions. Vehicles must be clean and have current tax, insurance and MOT. A drip tray will also be required under any vehicle inside the hall.

What if I have booked a vehicle as part of my stand space? A location outside the hall next to your stand will have been allocated. NCCA representatives will be available on the day to advise on positioning and access.

Can I demonstrate equipment on my stand? Yes, providing you have laid carpet/flooring or own the items you are demonstrating upon.

Does the venue provide wifi facilities? Yes. Information will be provided on the day. A dedicated line is recommended for transactions and/or guaranteed access, this can be arranged with the venue.

Do I need a risk assessment? Yes. A risk assessment for both set-up and exhibiting/demos is vital. You will not be allowed in to the hall unless your health and safety documents have been submitted to the NCCA prior to the event. Template risk assessment documents will be provided, though you are welcome to submit your own. The deadline for returning these is August 10th.

Will children be present in the hall? Children are welcome at the event so reasonable precautions should be taken. Parents/Guardians will be informed when booking that children remain their responsibility throughout the event.

Is the event catered? Food can be purchased from the NAEC restaurant situated near the main entrance in the south of the hall. Refreshments can also be purchased here, though the NCCA will provide tea, coffee, water, etc. on the reception/hospitality stand.

Will there be any competitions or raffles I can be part of? Yes. The NCCA is holding a prize draw and items can be donated by contacting the office. We hope you will be taking part.

What if I would like to run my own prize draw? You are free to hold competitions or collect entries from visitors to your stand. The NCCA will be happy to publish details with your event profile (deadlines apply).

Can I assist with advertising the event? We welcome all exhibitors promoting the event and their participation. The NCCA will be happy to provide flyers and other content if required. We will also be promoting via our website, facebook, magazine, trade press and other advertising so ensure you provide us with your event profile and related news.

Is there anything other than the exhibition as part of the event? Following feedback from last years event, the NCCA will be arranging technical seminars for visitors at set times during the day.

Is anything happening Friday night? The NCCA is planning an informal get together/meal prior to the show and our exhibitors are welcome to join us. Confirmation and further announcements to follow.

Are there any options close by for accommodation? The Stoneleigh Park Lodge is on the same site as the venue. A Holiday Inn, Ramada, Premier Inn, Travel Lodge and various smaller hotels are within a few miles.