



Thank you so much for deciding to exhibit at VegMed London 2023 conference. This is Europe's largest conference on plant-based nutrition. We hope you enjoy the event.

Below is some important information that you should **read prior to the event.**

Location

The VegMed 2023 conference will be held at Imperial College, South Kensington, London on Saturday and Sunday September 9th/10th.

**Sherfield Building
Imperial College Road (off Exhibition Road)
London
SW7 2BX**

The conference talks will be held in the Great Hall and Read Lecture Theatres. The exhibitor stall will be located in the Queen's Tower Rooms on the ground floor, which will also be used for lunch and breaks.

Getting to the Venue

Public Transport

South Kensington and Gloucester Road tube stations are located within a 10-minute walk of the South Kensington campus.

Both stations are served by the Circle, District and Piccadilly lines. A map of the London underground is available to view on the TfL website.

A number of buses also stop nearby: 9, 10, 52, 452, 70, C1, 49, 74, 12, 414, 430, 345, 360.

Car Parking

There are no car parking facilities on the Imperial College campus. However, access for deliveries and collections will continue to be available.

You may contact a number of local car parks directly for their current rates:



Union Car Parks

☎ 020 7584 7718 Harrington Road, SW7 3EU

NCP

☎ 0345 050 7080 customer.service@ncp.co.uk

☎ 0345 050 7084 Pavillion Road

☎ 020 3743 0300 Royal Garden Hotel

Kingston House Garage South

☎ 020 7589 9825 1–32 Ennismore Garden, SW7 1NF

Chelsea Cloisters Car Park

☎ 07713 739447 ☎ 0345 050 7080

RingGo users can pay by calling 020 3046 0060, SMS
81025 (Location ID 18825)

Sloane Avenue, SW3 3DW

Access

The College main entrance is closed between 18.00 and 08.00 Monday to Friday and all day at weekends. Access to the College's South Kensington Campus at these times is via Imperial College Road (off Exhibition Road)

Delivery of materials for your stall

If you require delivery of goods prior to the event please contact karen@pbhp.uk

WiFi

Please note that visitors and guests can access the Cloud service without registering for a guest account. Free WiFi is available throughout the College estate via Sky WiFi. Your team can connect to The Cloud from the available network list by opening a browser and following the instructions to register on skywifi.cloud



Your exhibit

You will be allocated a 3x2-meter space, including a 5-foot table in the exhibition hall. Please bring everything you need to dress the table including a tablecloth.

What you can display on your stand:

You are welcome to display promotional materials that you can carry in on the day.

These might include pull-up banners, literature, or digital displays (on mute). We are following sustainable conference guidelines so please minimise your use of disposable promotional material wherever possible. Provide QR codes, e-business cards etc to provide digital information if you can.

There are a number of electrical sockets available for use in The Queen's Tower Room. If you wish to use these, we recommend you bring a 4m long extension cable with 4-way adapter/sockets in case you are some distance from the nearest one.

Please note that Imperial College requires all electrical equipment brought on site to be PAT tested. You will need evidence of this whether as a sticker in situ or written documentation. If this is not adhered to, you will not be able to use your equipment.

If you wish to offer goods for purchase to delegates, you will need to bring your own payment equipment.

Set-up and pack-down

- **Set-up:** You will be able to set up your table from **8.00am on Saturday 9th September 2023**, before delegates begin arriving at 8.30am.
- On arrival, please collect your badge from the dedicated exhibitor registration desk, before proceeding to the exhibition hall. Your table will be clearly labeled.
- **During the event:** You will need to man your stand during all coffee breaks and lunches on both days. The latest event agenda with these timings is available on the [events website](#)
- **Pack-down:** You will be able to pack down your exhibition space **between 5 and 6pm** on Sunday 10th September.
- **Waste:** please keep your waste to a minimum. Use recycling facilities provided during the day and, if possible, take your stand waste away with



you after the conference.

Security:

Any items left unmanned on your tables are done so at your own risk.

Registration:

Please ensure you have completed the [exhibitor form](#), including the name of the two people from your organisation who will be attending. This needs to be completed by 1st August 2023.

We also need you to complete a risk assessment form - please complete [this form](#) and return to events@pbhp.uk as soon as possible.

Cost of exhibiting

You will have been notified of the cost of exhibiting by the conference organising committee. Your invoice will need to be paid by 1st August 2023.

Contacting us prior to the event

info@pbhp.uk

Your main contact on the day

Shireen Kassam and Karen Lee

Telephone numbers will be shared with confirmed exhibitors nearer the time.