


CONSTRUCTION AND DISMANTLING SCHEDULE

Construction:			
Area	Dates	Site Open	Construction Hours
Outdoor Exhibit (OE) Structures Build	17 to 22 June	07:00 to 19:00	08:00 to 18:00
		Site closed on Sunday 23 June	
Chalet & OE Interiors 240sqm and over	24 June to 19 July	07:00 to 19:00	08:00 to 18:00
		Site closed on Sunday 30 June and Sunday 7 July	
Chalet & OE Interiors up to 240sqm	1 July to 19 July	07:00 to 19:00	08:00 to 18:00
		Site closed on Sunday 7 July	
Early Access for Self-Build Stands in Restricted Access Locations.	8 to 9 July	07:00 to 19:00	08:00 to 18:00
Self-Build Stand Construction and Installation of Exhibits	10 to 19 July	07:00 to 19:00	08:00 to 18:00
Shell Scheme Interiors and Installation of Exhibits	15 to 19 July	07:00 to 19:00 Daily	
All Works to be Completed By	19 July	19:00	
Cleaning & Carpeting Day - NO CONSTRUCTION	20 July	07:00 to 19:00	
Rehearsal Day - NO CONSTRUCTION	21 July	07:00 to 18:00	
Open Period:			
Area	Dates	Timing	
Opening Trade Day (Monday)	22 July	10:00 - 16:00 Event Open 06:00 – 19:00 Exhibitor Access <small>*Visitors can access the event from 07:00</small>	
	Flying Display	13:30 – 16:00	
Trade Days (Includes Pioneers of Tomorrow on Friday)	23 to 26 July	09:00 - 17:30 Event Open 06:00 – 19:00 Exhibitor Access (Access to 22:00 on Friday) <small>*Visitors can access the event from 07:00</small>	
	25 July <small>(Pioneers of Tomorrow Set Up)</small>	18:00-21:00	
	Flying Display	Mon-Thurs: 14:15 – 16:45 Friday: 12:30 – 16:00	

Dismantling:	Please note that all stands should be manned, and all exhibits and display material should remain on their stands throughout the duration of
---------------------	--

		the event (Monday 22 July - Friday 26 July inclusive throughout the published event open hours).	
Area	Dates	Timing	
Removal of Shell Scheme Exhibits & Valuables	26 July	18:00 - 22:00	
Removal of Hand-carriable Items from Exhibition Stands and Chalets	26 July	18:00 - 22:00	
Vehicles up to 3.5t only will be permitted access to site			
CEVA will provide empty case returns for shell exhibitors between 18:00-20:00			
All shell scheme interiors and exhibits MUST be removed from site by 22:00 on Friday 26 July as the shell scheme contractor will begin dismantling from 22:00. Anything left on the stands after this time will be deemed waste and disposed of. The cost of this will be charged back to the exhibitor.			
Chalets and OE Interiors & Structures Official Breakdown Commences	27 July	08:00 - 19:00	
Hall 1 Self Build Stand Official Breakdown Commences	27 July	10:00 - 19:00	
Halls 2, 3 & 4 Self Build Stand Official Breakdown Commences	28 July	07:00 - 19:00	
Exhibition Halls Self Build Stand Dismantling Continues	29 July to 1 Aug	07:00 to 19:00 (Daily)	
Chalet & OE Interiors & Interiors Dismantling Continues	28 July to 1 Aug		
Site to be cleared by: (The pass system will no longer be operational after this time and no access to the site will be possible)	1 Aug	19:00	
 This construction and dismantling programme is subject to change.		November 2023	
Please email operations@farnborough.com to obtain the latest version			

You must ensure that the design of your space allows it to be built within the times as stated within the published schedule. Failure to complete the works by 19:00 on Friday 19 July will result in additional costs to the Organiser which will be charged to exhibitors at the rate of £7.50 + VAT per square metre, per hour.

1.2 EARLY ACCESS – EXHIBITION HALLS

Self-built stands in the reduced access zones within the exhibition halls can request early access on either Monday 8 July or Tuesday 9 July, free of charge, via the form [here](#). Please consult the plan [here](#) to check if your stand is within these zones. All early access stands must book their deliveries for unloading through our Official Supplier, CEVA.

Self-built stands in other locations of the exhibition hall can request early access, prior to Wednesday 10 July, via the form [here](#). Early access is subject to a charge of £620 + VAT per day per stand, if permitted.

1.3 EARLY ACCESS – CHALETS AND OUTDOOR EXHIBITS

Contractors who would like to request early access to site for the construction of outdoor exhibits or chalet fit outs, can do so, by contacting the [operations team](#). Such works are subject to a charge of £620 + VAT per day per site to cover the reasonable additional costs incurred by the Organisers.

1.4 LATE WORKING

Late working outside of the above event schedule hours is permissible only at the Organiser's discretion & subject to a fee. Late working applications will only be considered between Monday 15 July and Thursday 18 July. Any late working requests must be submitted online using the permit system and payment must be made via the Organiser's office before 15:00 on the day it is required. The contractor must have a qualified first aider in attendance at their working area during the late working period.

The cost to continue to work after 19:00 (between 19:00 – 22:00) is £720+VAT per day, per exhibition space. Working beyond 19:00 on Friday 19 July is not permitted. The Organiser reserves the right to allow or deny periods of late working and will consider the location and nature of the works. Under no circumstances must any chalet or exhibition space be used for overnight accommodation.

1.5 PIONEERS OF TOMORROW (FRIDAY)

Pioneers of Tomorrow (Friday 26 July) is a normal trade day but has been especially designed to appeal to a youth audience from 15 – 25 years. Pioneers of Tomorrow is an exclusive opportunity to facilitate vocational options and connect industry with the people and skills required. Exhibitors are encouraged to take part in this important initiative for the industry and as such we welcome you to bring in any extra stand items for activities on Thursday evening (25 July) following the close of show. Set up and installation of exhibits may begin on Thursday 25 July at 18:00 and must be completed by 21:00 on Thursday 25 July. Contractor passes will be valid during this time. No set up will be permitted after this time without the written permission of the Organiser.

1.6 IMPORTANT DATES & DEADLINES

A full list of tasks, including ordering deadlines can be found within the online portal (E-Net) by hovering over the clipboard on the top right-hand side of this portal. You can also find a list of our Official and Approved Suppliers, along with order forms which include key dates for early bird rates and ordering deadlines.