

The following information will assist you in planning for the HCA L&DF at Hilton Birmingham Metropole. We will provide additional details in the coming weeks but we hope this information helps to get you started with your planning.

EVENT INFORMATION

Venue information

Hilton Birmingham Metropole, Pendigo Way,
Birmingham B40 1PP

The exhibition takes place in the Monarch Suite

Access times – Build up

Monday 31st March 2025

10.00 – 18.00 – Space only exhibitors and headline sponsors

10.00 – 14.00 – deliveries in large vehicles

14.00 – 18.00 – shell scheme exhibitors

20.00 – Hall closes

Tuesday 1st April 2025

07.00 – Hall reopens

Show open times

Tuesday 1st April 2025

08.30-10.30

12.15-14.15

15.00-15.30

Wednesday 2nd April 2025

08.30-09.30

10.30-11.00

12.30-14.30

Event breakdown

Wednesday 2nd April 2025

14.30 – Exhibition closes, stand breakdown can start

18.00 – Hall to be empty, any items left in the hall after this time will be deemed to be rubbish and disposed of by the hotel.

STAND AND ADDITIONAL INFORMATION

Shell scheme stands

The standard package includes:

- Shell scheme with white foamex panels
- 2 x spotlights
- 500w socket (suitable for phone charger, laptop only)
- Nameboard with exhibitor company and stand number
- Clothed trestle table

Additional power can be ordered from the contractor:

Warwick Event Services

E: exhibitionorders@wce.co.uk

Online order portal:

www.warwickeventservices.com/collections/hca-2025

Case sensitive password: HCA25-HMB

Space only stands

A space only stand is empty floorspace. Space only exhibitors are responsible for arranging their own stand build, graphics, furniture and electrical requirements.

If you're a space-only exhibitor you'll need to provide the following documentation:

Risk assessment and method statement for your stand build

Diagram of the stand layout

Public liability insurance certificate

Deliveries & Collections

Deliveries can be accepted from Monday 31st March only. Please label your goods with the following details:

HCA Exhibition 2025

Stand number and company name

Hilton Birmingham Metropole

Pendigo Way

Birmingham

B40 1PP

Collections should be made between 14.30 and 18.00 on Wednesday 2nd April 2025.

Accommodation

If you have booked the standard package this includes accommodation for two for two nights Tuesday 1st and Wednesday 2nd April including the President's dinner on Tuesday and Branch dinner on Wednesday night.

Further information

If you need any further information to assist with the planning for your time at the event please email hcaforum@dewberryredpoint.co.uk