

## BSIR ASM 2018

### Coffee Machine & Catering Guidelines for Exhibition Stands

Following several enquiries from exhibitions, we would like to clarify the coffee machine and catering guidelines for the upcoming meeting in Bournemouth.

#### Coffee Machines

You may have a small coffee machine, such as a Nespresso or similar. It must be used and served by booth staff and not outside contractors/baristas etc.

If you have a coffee machine, you will need to order a suitable 3 kw power supply (or 2kw for smaller machines - ***please check!***).

#### Catering on Stands

Delegate catering this year will consist of sandwiches and fruit platters. Stands of 20m<sup>2</sup> or larger have the option of lunch catering being placed in their stand space with tables provided.

All exhibitors can order catering and liquid refreshments, of all types, from the venue catering department. Please order directly from:

#### Cheryl Garner

Senior Hospitality Sales and Events Co-ordinator

T: 01202 055576

Cheryl.Garner@bhlive.org.uk

**May you also be reminded that bringing catering in from outside is not allowed.**

If you any further queries regarding coffee machines and catering, please contact me:

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Exhibition Manager

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