

NFAN OPEN DAY & NETWORKING EXHIBITION DELEGATES FAQs

White Post Farm 22nd September 2022



BOOKING/PAYMENT

How can I book

All bookings are made in the Membership Hub. Use this link <u>https://members.farmattractions.net/Events/Calendar/View?id=83</u> and click on the 'Sign Up' button, choose your stand space and select any add-ons i.e. power, extra exhibitor.

Can I book more than 1 stand space?

You can book a maximum of 4 stand spaces. You will need to click on the 'Sign Up' button and choose your stand number, for each stand space. This is a networking exhibition and we encourage exhibitors to bring pull up banners rather than lots of equipment.

How long do I have to pay for my stand once I have selected it?

1 hour. You have 1 hour to pay via the Membership Hub

How can I pay for my booking?

All payments are made via the Membership Hub. When you have signed up to the exhibition and confirmed your choices, your options will be added to your basket.

What payment options can I use?

You can only pay using a credit or debit card.

How many exhibitors does my stand space include?

One exhibitor per stand space. To add more exhibitors, select this option as an Add On.





Can I update my booking once I have paid?

Yes. Once you have paid, you can edit your booking in the Membership Hub. You can select a difference stand space (if available), select power and additional exhibitors. You can also choose the networking meal on 21st September.

Do I have to sign up more than once to add additional exhibitors?

No. If you are booking one stand space, you can also select any additional exhibitors.

Can I get a discount for booking more than 1 stand space?

Sorry, we cannot offer a discount.

FORMAT OF THE EXHIBITION

Will the exhibition be open while the talks and tours are taking place?

No. The exhibition will be open for one hour in the morning from 9am-10am, for 1 hour 30mins during lunch and also open again at the end of the talks for people who would like to stay on and visit the exhibition.

Is the exhibition taking place in the same area as the talks?

Yes. The exhibition and talks will take place in a 45m x 15m marquee.

FLOOR PLAN

Is there a floor plan? Yes. Take a look here: <u>https://www.farmattractions.net/wp-content/uploads/2022/07/Trade Exhibition Floor Plan.pdf</u> This will be updated regularly.

EQUIPMENT

Can I bring extra equipment that is larger than the stand space I have booked.

You can bring extra equipment to showcase your products/services but you will need to book extra stand space. As this a networking exhibition we suggest you bring pull up banners and other information about your company, rather than lots of equipment.

Is power included?

We can supply power but you will need to book this as an extra Add On.

Can you supply a tables?

No. If you would like a table, please bring it with you.





STAND SPACE

Will there be a stand shell scheme?

No. You are paying for floor space.

NETWORKING MEAL

Can I attend the networking meal on 21st September?

Yes. You are very welcome to attend. You can book onto the networking meal by visiting https://members.farmattractions.net/Events/Calendar/View?id=84

LOGIN DETAILS

I cannot remember my login details to the CRM, how can I login?

Email the NFAN Team via <u>info@farmattractions.net</u> and you will be emailed your username and instructions of how to setup/reset your password

ACCOMMODATION

Can I book accommodation?

You can book accommodation at Mour Hotel, Nottingham, which is where our networking meal will take place on 21st September. Rooms can be booked directly by calling 01623 727670 and quoting "Farm Attractions Accommodation".

ATTENDEES

Will I get a list of delegates?

Yes. You will receive an attendee list which will include the name of the person attending, the attraction name and location. This will either be a printed version or online.