Shell Scheme Extra's Form
Melville Exhibition & Event Services Order Form

Show	AERO ENGINEERING 2010	Show Dates	29th – 30th SEPTEMBER
Return By	27th AUGUST 2010	Venue	NEC

Hall / Stand No.		Company	
Contact Name		Invoice address	
		Post Code	
Telephone		Fax	
VAT No.		Signature	
Email			

Return form to:
Melville ServiCentre

Melville Exhibition Services
Silverstone Drive, Gallagher Business Park, Coventry
West Midlands, CV6 6PA

T: +44 (0) 844 8793 226
F: +44 (0) 2476 380 220
E: customerservice@melville.co.uk

SHELL SCHEME EXTRAS GRID PLAN

Stand Details

Dimensions m x m

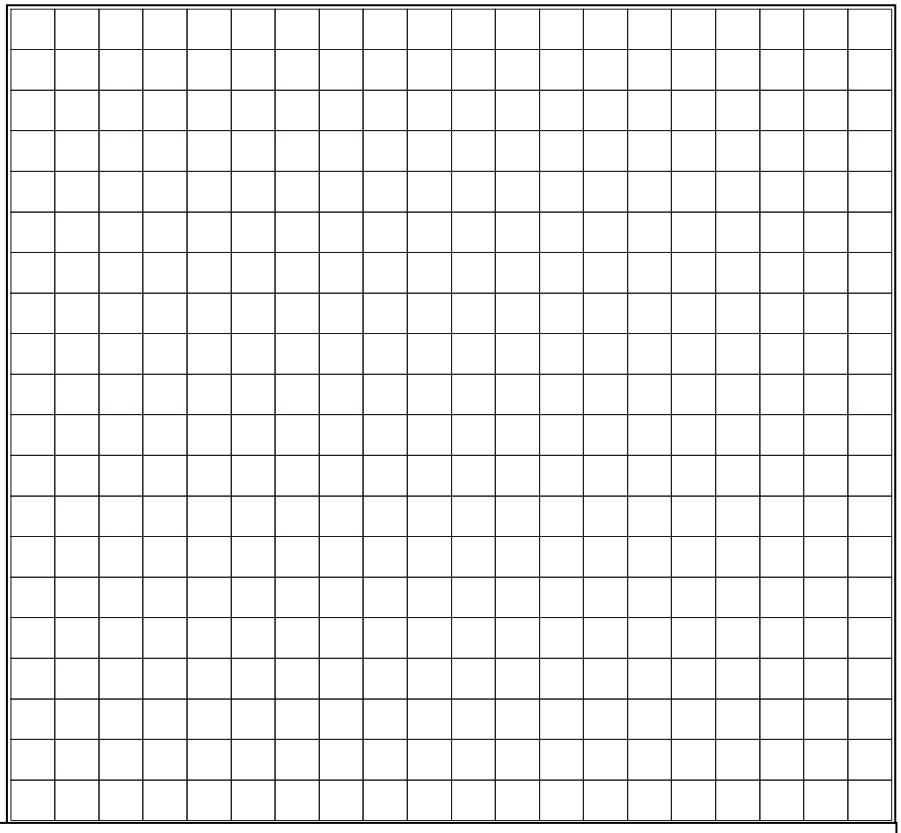
Please leave fixable items on the stand ready for my arrival. I understand that fixing these items will be on a first come first served basis.

Height from floor of shelving, rails, etc

_____mm

_____mm

_____mm



Instructions

1.) Each square on the grid can denote 1sq.m. Or ¼ sqm for example.
2.) Draw the outline of your stand showing the back and/or sidewalls.
3.) Always indicate the positioning of built in items such as storage areas and partition walling.
4.) Indicate the heights of adjustable items (shelves, rails, display panels, etc in the box below).
5.) Complete all details on this form and return with your Optional Extras Order Form.

To chat on line with an Exhibitor Service Co-ordinator, please go to www.melville.co.uk, click on exhibitor services or contact us and then click on the chat button at the bottom of the screen.