



Northern Ireland
Chamber of Commerce
and Industry

Festival of Business 2024

Essential info for exhibitors

NI Chamber's annual Festival of Business is the biggest and best business networking event of its kind in Northern Ireland – we're delighted that you'll be part of it!

Below, you'll find answers to some of our most frequently asked questions.

For any other queries, please contact Susan.Cummings@northernirelandchamber.com.



When and where

Wednesday 18 September 2024
8.30am - 1.00pm
St. George's Market,
12-20 East Bridge Street, Belfast



Stand size and specification

Standard exhibition stands are 2 metres x 1 metre in size.

A table will be provided but exhibitors should bring their own tablecloth if desired.

Power should be requested in advance, in which cases a 13A double socket will be provided at no additional cost. Exhibitors must provide their own extension leads, if required.



Stand location

NI Chamber will provide a full floorplan in advance of the event.

All exhibitors will be advised of their stand location but please note that unfortunately, it is not possible to reserve specific pitches.



Set-up and take-down

Exhibitors must be set-up no later than 8.00am on Wednesday 18 September. Access will be available on:

- Tuesday 17 September, 2.00pm - 4.30pm (Market will close at 5.00pm)
- Wednesday 18 September, 7.00am - 8.00am

The event will officially close at 1.00pm. You are kindly requested to commence break-down

at 2.00pm after delegates have exited the venue. St. George's Market require all exhibition material to be broken down and removed by 4.30pm on Wednesday 18 September.



Public liability insurance

Belfast City Council has advised that all exhibitors require public liability insurance. All electrical equipment which is brought into the venue needs to be PAT tested.

Please be aware that when setting up your exhibition stand, this is undertaken at your own risk. All exhibitors should take the necessary steps to ensure their stand is set up safely and correctly.



Social media

All exhibitors will be provided with social media graphics to pre-promote attendance at Festival of Business. You are encouraged to share your experience before and during the event using **#FestivalofBusiness**



Delegate registration

The Festival of Business is free to attend but online registration is required to guarantee entry. On the day, event check-in will take place at the Oxford Street entrance of St. George's Market and doors will open at 8.30am



Agenda

A full agenda, including details of the Main Stage line-up will be available on the NI Chamber website.

www.northernirelandchamber.com