

**2<sup>nd</sup> Joint Meeting of the Bone Research Society and the  
British Orthopaedic Research Society**  
**Renold Building, University of Manchester (Sackville Street)**  
**23-25 June 2008**  
<http://www.brsoc.org.uk/brsbors2008>

**EXHIBITION INFORMATION**

Would all exhibitors please ensure they read the University of Manchester, Renold Building, Exhibitors' Codes of Practice which can be found at:  
<http://www.brsoc.org.uk/brsbors2008/exhib/default.htm>

**Venue**

Exhibition, lectures, posters and catering: [Renold Building, University of Manchester](#)

**Parking and unloading:**

There is **NO** campus car parking available. Exhibitors are advised to use the multi-storey car park on Charles Street (see location map at <http://www.brsoc.org.uk/brsbors2008/info/travelmap.pdf>)

Rates are:

Up to 3hrs	£3
Up to 5 hours	£5
Up to 10 hours	£8
Up to 24 hours	£10
After 4pm & weekends	£2

Drivers should collect a ticket on entry & pay at one of the machines prior to collecting their vehicle.

Unloading of exhibition material can be done at the main entrance to the Renold Building. Exhibitors are asked that when unloading they do not leave their vehicles causing an obstruction. Once exhibitors have off-loaded, cars **MUST** be moved to the public car park (details above).

**Deliveries of stands and materials:**

Deliveries may be made between Monday to Wednesday and Friday from 09:00-16:00 and on Thursdays from 13:00-16:00. **Please ensure that any packages clearly state on the label the conference title, venue, date, stand number and company name.** Deliveries should not be made more than 2 working days prior to Monday 23 June 2008; the earliest delivery day is therefore Thursday June 19 2008.

**Shipping address:**

Materials should be addressed to:

Ken Flint/Jane Pinder  
B24, B Floor  
The Renold Building  
The University of Manchester  
Sackville Street  
Manchester M60 1QD

**Please also clearly state on the label the conference title, venue, date, stand number and company name.**

**Storage**

Loose packaging must be removed once exhibition stands have been assembled. Packaging should be deposited in the designated area.

**Stands:**

Each exhibitor will be allocated a space sufficient for a table top stand or popup stand, up to a maximum of 2.5m wide by 1.5m deep maximum. Height is 3.0m maximum. Tables and chairs can be booked through Janet Crompton if required (please use [registration form](#)). Please also let Janet know if you require a power point.

**Exhibition build up:**

Monday 23 June 07:30-10:30

**Exhibition break down:**

Wednesday 25 June 14:00-15:00

**Exhibition opening times:**

Monday 23 June 10:30-17:15

Tuesday 24 June 11:00-16:00

Wednesday 25 June 10:30-14:00

**Programme**

Programme updates can be seen on the meeting website at <http://www.brsoc.org.uk/brsbors2008>.

**Registration:**

Tea, coffee and lunch for up to 2 representatives each day are included in the exhibition fee. Additional exhibitors can be registered at £35 per day – please use the [registration form](#). Names of all staff must be notified to Janet Crompton by **Monday 9 June**.

**Annual Dinner:**

This year's Dinner will take place on campus at the Barnes Wallis Building. Tickets cost £40 each and can be booked through the [registration form](#).

**Accommodation:**

If exhibitors wish to book hotel accommodation there is a [Day's Inn Hotel](#) next to Weston Hall which is a short walk from the meeting venue. You are advised to reserve your room early as it gets booked up well in advance. Bookings directly with the hotel on 0161 955 8400.

**Wallet inserts:**

If you have booked a wallet insert, please send 400 copies to:

Ken Flint/Jane Pinder  
B24, B Floor  
The Renold Building  
The University of Manchester  
Sackville Street  
Manchester M60 1QD

**Please also clearly state on the label the conference title, venue, date, stand number and company name.** Deliveries should not be made more than 2 working days prior to Monday 23 June 2008; the earliest delivery day is therefore Thursday June 19 2008.

**Damage & Loss**

Exhibitors exhibit entirely at their own risk. The Organisers and the University of Manchester are not liable for any losses or damage which may occur to persons or properties introduced by exhibitors or their contractors. Exhibitors are especially warned that all exhibits are the sole responsibility of the exhibitor to whom they belong. **Exhibitors should organise their own insurance against all risks.** Exhibitors must also indemnify The University of Manchester against all costs, claims and liabilities sustained by any persons or to property as a result of their actions.

**Fire Precautions**

Prior approval from The University of Manchester Safety Advisor is required before CO<sub>2</sub> gas cylinders can be used. The use of compressed gas cylinders, other than CO<sub>2</sub> (eg. LPG) or of other explosive or highly flammable substances is not permitted except under exceptional circumstances and with prior approval from the University safety Advisor. The use of naked flame, volatile or any other items that could be considered a fire hazard is prohibited unless special written permission has been obtained from the organisers.

Exhibitors should ensure that all staff are clearly briefed and understand the fire evacuation procedures which can be found with the Code of Practice.

***SMOKING IS NOT PERMITTED WITHIN THE UNIVERSITY OF MANCHESTER***

**Further information:**

For further information regarding the exhibition arrangements please contact:

Janet Crompton

The Old White Hart

North Nibley

Dursley

Gloucestershire GL11 6DS

UK

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fax +44 (0)1453 548919

email [janet@janet-crompton.com](mailto:janet@janet-crompton.com)