National Exhibition Centre Birmingham
4-7 March 2027

Trade Stand Holder's Manual

IMPORTANT INFORMATION

Extracted from e-guide for full version visit www.aev.org.uk/e-guide

REGULATIONS FOR THE APPROVAL OF COMPLEX STRUCTURES, SPACE ONLY AND THOSE STANDS WITH ITEMS OF SPECIAL RISK

The Royal Kennel Club organisers are responsible for the approval of all space only stands/complex structures (this includes stands with items of special risk detailed below) at Crufts – you must advise the organisers by 22 January 2027 latest if you intend to build a complex structure or if your stand has items of special risk:

A complex structure requiring scrutiny by a structural engineer:
• A multi storey stand or a stand with a raised section over 600mm high, i.e. a raised display plinth or turntable, etc.
• Stand fitting exceeding 4.0 metres in height* (sponsor/supporters only)
• A stand with a travel distance to a gangway greater than 12m without a choice of direction.
• A stand requiring foundations
• Any element suspended from the permanent roof of the hall (i.e. rigging) – show sponsors and supporters only.
• Raised or tiered seating.
• A temporary demountable structure (e.g. tents and marquees)
• A stand where provision is made for a closely seated audience of more than 200 people.
*Not including stand fitting 4.0m in height erected on a platform conforming to NEC Construction Regulations.

Items of special risk requiring scrutiny by a competent person:
• Stepped access, ramps and balustrades
• Non-structural items exceeding 4.0m height, i.e. flagpoles
• Requirements where provision is made for a closely seated audience of more than 15 and less than 200 people.
• Preparation of Food.
• Presence of dogs on stands.
• Where there will be items of special risk requiring specific approval (e.g., motor vehicles, pharmaceuticals, smoke effects, flammable oils, liquid and gas, compressed gas/acetylene/LPG, hot surfaces, radioactive substances, laser beams, fumes and smoke, working machinery including handheld electric or compressed air tools, water, water equipment, laser products, audio visual displays and films).
• Hazardous substances (COSHH)
• Crowd safety management, e.g. public participation activities.
• Massage or other non-invasive hands-on treatment.
• Using Hot Works on stand.

What technical information is required to be submitted?
Please submit 3 copies of plans, images, elevations and RAMS by Friday 22 January 2027, to
Essential Events Ltd
3rd Floor - Agriculture House 1 Newbold Terrace Leamington Spa, CV32 4EA
or email: fabbotts@essentialevents.co.uk

All (including space only stands with no special risk) stands:
• A general arrangement plan
• The location of any items of special risk
• The materials used in the construction of the stand
• The width and position of any fire or emergency exit and escape routes within a stand
• Risk Assessment/Method Statement
• Construction Phase Plan (see item 25 of the rules & regulations for more details)

Complex structures only:
• A plan of every floor of the stand
• A section through each storey of the stand
• Elevations of the stand
• The form and dimensions of every staircase
• The width and position of every gangway within the stand
• The form and dimension of every structural member of the stand
• The provision made in the structure of the stand for protection against fire and spread of flame
• Structural calculations for any section of the stand which exceeds 4.0m in height from floor level.
• Construction Phase Plan (see item 25 of the rules & regulations for more details)

All information to be supplied in English.

The NEC will require a Submission (Design Stage) for each stand proposing to have either items of special risk or a complex stand structure which should be received via Crufts organisers at least a week before the show build commences. This submission will confirm that the structure has been designed in accordance with the SMBC and NEC regulations.

PLEASE NOTE YOU WILL NOT BE ABLE TO COMMENCE BUILDING YOUR STAND IF THIS IS NOT RECEIVED.

What happens once on site?
The NEC will require a second Submission (Construction stage) for each stand proposing to have either items of special risk or a complex stand structure stating that the stand has been built in accordance with the designs which were submitted or that any modifications made comply with NEC regulations. This is required to be with the NEC (via Crufts organisers) on the last day of build-up.

STANDS WILL NOT BE PERMITTED TO OPEN UNTIL THIS SECOND CERTIFICATE HAS BEEN RECEIVED.

Crufts has contracted Structural Engineers Campbell Reith Hill to undertake the checking of plans and supply of relevant certificates of all complex structures and stands with items of special risk at the Show. The charge to stand holders (which will be invoiced by Crufts Organisers) which will be dependent on the final number of stands requiring approval but will be approximately £300 + VAT per stand.

Please contact the organisers at the Crufts Office if you require any further information: CruftsTradeStands@royalkennelclub.com