



SMR EXPO 2026

Exhibitor, Sponsor & Partner Booking Form

www.smrexpo.com

23 September 2026 | Derby Arena

Please complete all relevant sections and return to confirm your booking.

1. Company & Contact Information

Company Name

Address

City

County/Region

Postcode

Country

Main Contact Name

Contact Number

Contact Email

Website

2. Invoicing Information

Invoice Contact

Invoice Address

City

Postcode

Telephone

Email

3. Booking Options

Please tick the option(s) you wish to book.

Option	Investment (+VAT)	Select
Shell Scheme – Single 3m x 3m Stand	£1,950	☐
Space Only – Double 3m x 6m Stand	£3,250	☐
Presentation Sponsor	£1,450	☐
Badge Sponsor	£2,450	☐
Platinum Partner	£4,995	☐
Gold Partner	£3,995	☐

All bookings include website branding and inclusion in event marketing communications.

4. Stand Contractor Details (Space Only Bookings)

Contractor Company: _____

Contact Name: _____

Email / Telephone: _____

5. Booking Confirmation

By signing below, you confirm that you are authorised to make this booking on behalf of your organisation and agree to the event terms and conditions.

Name

Position

Signature

Date

Return Completed Form

David Reeks | Event Director

10four Media Ltd, 11 Hatfield Lane, Hatton, Derby, DE65 5RF

Email: david.reeks@104-media.com

Telephone: 01283 337291

1. TERMS & CONDITIONS OF BUSINESS

- Should the government restrict gatherings during this period due to the Coronavirus, 10four Media Ltd hold the right to postpone the event and run on a new date when legally allowed to do so. No extra charge will be incurred to exhibitors or sponsors for the new date, but no refunds will be issued.
- The event is wholly owned by 10four Media Ltd, 10four Media Ltd is referred to in this document as 'The Company'.
- A booking can be reserved by contacting The Company. The booking form must be completed and received for the booking to be confirmed.
- All prices exclude VAT at the current rate.
- The full booking fee is payable immediately upon confirmation of the booking.
- In an effort to reduce waste paper, we prefer payments by BACS or other electronic means of payment.
- Failure to comply may result in your booking being cancelled and you being liable for the total cost.
- Cancellations must be made in writing to The Company.
- In the event of a cancellation the following charges will apply:
 - From booking form receipt – 50% of total value
 - Within 60 days prior to event - 75% of total value
 - Within 30 days prior to event - 100% of total value
- In the event of uncontrollable circumstances preventing us from being able to fulfil our contracted obligations our liability shall be limited to a refund of any monies paid in relation to the contracted event or a pro rata reduction in the hire fee in the event of delayed start. No further compensation will be paid irrespective of any loss of earnings.
- Any cheques returned not cleared by our bankers will be subject to a £55.00 charge.
- The Company reserves the right to cancel, alter, or delay any booking where forced to do so by circumstances beyond our control.
- The company reserves the right to substitute hired equipment with equipment of a similar type and value in the event of previous damage or loss of booked equipment.
- The directors of The Company reserve the right to send away any person who in their judgement is found to be unmanageable or a danger to the safety or enjoyment of others. In this event no refund will be given. Any additional costs and responsibility involved in removing the participant will be borne by the client.
- Safety must be paramount, and all participants must accept that the decision of the Company is final and at all times be accepted by the participants. The Company will accept no liability for problems arising from failure to accept and/or respond to the authority and instructions of the appointed staff.
- Any and all photographs, videos, or other recorded media may be used by The Company for the purposes of marketing or advertising without any payment or compensation being offered and without any request being made to the featured parties.
- Equipment, once sited, will not be moved. Ensure that you advise our staff where you want them to setup accurately. The Company will not be liable for damage to equipment at the event
- Any newspaper or other media reports organized by the client or the client representative must be approved with the directors of The Company before publication. Any published reports relating to activities organized by The Company must include the company name and contact details.
- No Liability is accepted for:
 - Loss of or damage to property belonging to or travelling with the members of any group. For example watches, jewellery, cameras or clothing
 - Losses or additional expenses due to delays or changes in travel services, sickness, weather, strikes, riots, war, quarantine or any other cause.
- Personal injury or death of any participants however caused unless by proven negligence of the company.
- In the event of any damages caused by participants to property or equipment in use by The Company, except by fair wear and tear, the client will be charged the full replacement cost.
- Any damages must be reported to a member of The Company staff immediately.
- If you have any complaint during your booking, please notify the directors of The Company or The Company representative immediately. We will then do our utmost to find a speedy and satisfactory solution. In the event that you are not satisfied with the solution please complain in writing to the managing director of The Company within 14 days of the end of your booking.
- For the comfort, health and safety of all concerned, there will be no smoking during any event.
- Should the government impose a lockdown during this period due to the Coronavirus, 10four Media Ltd hold the right to postpone the event to a new date when legally allowed to do so. No extra charge will be incurred to exhibitors, but no refunds will be issued should exhibitors decide to cancel as a result.

FULL NAME PRINTED	SIGNATURE	DATE