

pilotcareerslive.com

PILOT CAREERS LIVE NORTH
Saturday: 11 July 2026
The Sheridan
Manchester
M40 8RR

 **PILOT
CAREERS
LIVE**

EXHIBITOR MANUAL 2026

**Please read carefully.
It contains important information to help you.**

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■ Build - Up times

* Friday 10 July - 1300 - 1700

* Saturday 11 July - 0800 - 0945

No entry will be permitted outside of these times. A member of the exhibition staff will be on site during these times.

(* If you have Third Party stand contractors please contact rachel.catley@seager.aero for revised access times).

Opening times to the public Saturday 11th July: 1000 - 1600

■ Breakdown

The exhibition will close at 1600hrs. Exhibitors are reminded for Health and Safety reasons they must not start dismantling their stands or remove exhibits from the exhibition until all the public have vacated the hall. Visitors expect to meet all exhibitors up to the published close time.

■ Hotel Accommodation

We have managed to secure a limited number of rooms at a discounted rate at the Manchester Marriott Hotel Piccadilly.

Rooms will be £139 per night. Please note there is also a £1.50 a night Manchester visitor charge added to all bookings.

To book please follow this link:

https://www.marriott.com/en-gb/event-reservations/reservation-link.mi?id=1778084775705&key=GRP&app=resvlink&branch_match_id=1578738240096231662&branch_referrer=H4slAAAAAAAAA8soKSkottLXTywo0MtNLrKzC8p0UvOz9UvSi3OyczLtgd-K2ALZZSCOWmaKraG5uYWBhYm5uam5galadmqlrXtQgFpdUWpaKIB3Xnp8UIF%2BeXFqka-1zRIF%2BbioAz7BleWAAAAA%3D

Please note that early booking is advised as the hotel will release the rooms closer to the time and Manchester hotels are often extremely busy with various sporting and music events.

Hotel Address:

Manchester Marriott Hotel Piccadilly
91 London Road, Manchester, M1 2PG



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■ **WIFI Access**

WIFI access is free in the venue.

■ **Free on-site parking for exhibitors**

■ **Forward Deliveries to the venue**

The venue can accept parcels no earlier than 8th July 2026.

Please label shipped items clearly to:

REF: Pilot Careers Live 11/07/26

FAO: Vanessa Myers and Rachel Catley

The Sheridan

371 Oldham Rd

Miles Platting

Manchester

M40 8RR

Allow time for your equipment to be delivered and clear customs.

■ **Collection by courier post expo:**

It is the responsibility of exhibitors to arrange the collection of their equipment after the exhibition. Seager Publishing Ltd does not take any responsibility for the non-delivery/collection of equipment. The venue does not have capacity to store items after the event so please arrange for you items to be collected on the Saturday after the event has finished or take them with you when you leave.

■ **Un-Loading large items**

If you need to load large objects into the venue please get in touch with us in advance.

■ **Stand rules**

- If your stand space is a space only island stand then structures and stand graphics must not fill more than 50% of your own stand. This is so you do not block the visibility of the exhibitors around you.

- If you stand height exceeds 4 meters, then you will need to send all relevant documents, signed off by a structural engineer.


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■ Signage

The display of signage or advertising material around the venue is NOT permitted. If you wish to display any material outside of your stand you must first get permission from the organiser.

■ Electrics

If you need electrics on your stand please contact Darran or Karina who can arrange it for you.

■ Furniture

As part of your booking we can provide 1 table and 2 chairs, however the venue does not provide these and they must be ordered in advance. To discuss your requirements and arrange this please email rachel.catley@seager.aero

■ Table and tablecloth hire

Please let us know if you need a table and chairs as this venue does not provide them. We are happy to include a standard table and 2 chairs in your booking but they must be ordered in order to ensure they arrive in time for the event.

To discuss the options and arrange this in please email rachel.catley@seager.aero

■ Audio Visual Equipment Hire

If you wish to order TV screens or any other AV equipment, please email:

rachel.catley@seager.aero

Please be aware that orders are subject to availability and we recommend booking early to avoid disappointment

■ Venue Location

Address:

The Sheridan
371 Oldham Rd,
Miles Platting,
Manchester
M40 8RR

By car: There are a limited number of spaces available at the venue.
Please follow directions to the address above.

The venue is just one mile from Manchester City Centre and is available from there by Tram, Bus or Taxi.

There are regular trains into Manchester City Centre from Manchester Airport.


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■ **Security**

The venue and its representatives are not responsible for any loss, damage or theft of equipment during the build up, breakdown and open period of the show. Please ensure that a certain level of security and precautionary measures are undertaken.

■ **Emergency Procedure**

In the event of the venue fire alarm sounding evacuate the building from your nearest marked EXIT point immediately. Follow all instructions issued by the venue staff.

■ **First Aid**

Although the venue has First Aid facilities, it is always advised to bring a First Aid kit with you.

■ **Show guide deadline**

Full Page: 210mm (w) x 297mm (h), Bleed: 3mm all round, Margins/Text Safe: 9mm all round

Half page: 190mm (w) x 135mm (h)

Quarter Page: 92mm (w) x 135mm (h)

Material: print ready PDF or CMYK, 300dpi (high-res) .jpeg

- Please send all artwork for the show guide by Thursday 18 June.
- Please send all artwork to Nick Powell - nick.powell@seager.aero

■ **OTHER**

• If you are providing any food the minimum amount of cover needed is £2,000,000. If you are building any kind of structure the minimum amount is £10,000,000 or the equivalent in your currency. In the US this may be named General Liability Insurance.

• For UK domiciled businesses we recommend Hiscox for obtaining public liability insurance: <https://event-insurance.hiscox.co.uk/Exhibitor/Quote/Initial>.

Cover can start as low as £50 + Insurance premium tax = £56.

For EU/Worldwide domiciled customers we recommend purchasing this locally in your own country.

• We also require a Risk Assessment to be completed for each event. This gives us an idea of the kind of activities each stand is planning and the potential risks posed.

• For guidance and a free template please follow this link:

<https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>

Please provide both of these to rachel.catley@seager.aero by the 12th June 2026.

If you have other event queries please contact:



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