

IMPORTANT INFORMATION TO EXHIBITORS

EVENTS LISTS

Please beware of companies who contact exhibitors offering to sell an event attendee list as they are unlikely to have the rights or accurate information to make these lists available. Our database of visitors is confidential information and is not sold or made available to third parties (other than small extracts made available to exhibitors in connection with matchmaking/lead generation services) and our visitor and exhibitor lists are protected by copyright which prevents unauthorised copying.

INTERNATIONAL FAIRGUIDE SCAM

Fairguide publishers, such as “**Expo-Guide**”, “**Inter-Fairs**” and “**International Fairs Directory**”, are using Reed Exhibitions’ event names and trademarks to solicit show exhibitors to get a listing in their online directory. This is almost identical to the misleading scheme previously operated by Construct Data Publishers Verlag AG.

Again, like Construct Data, these companies use a form, which resembles an organiser's catalogue listing service, inviting exhibitors to sign and return the form. On signing the form, the exhibitor is bound into a three-year, non-retractable agreement and is required to pay the stipulated fee each year. Any failure to pay results in the fairguide publishers chasing for payment.

Reed Exhibitions is in no way connected to these companies or their products.

For further updated information and guidance on industry related scams, please check the website of the Association of Event Organisers (a trade association of which we are a member) at www.aeo.org.uk.

[For information on the Official **Helitech International** Directory and Official **Helitech International** Show Guide, to which exhibitor entries are free of charge, please contact the **Helitech International** team on +44 (0)20 8271 2155.]

HOTEL BOOKING AGENCIES

Please beware of hotel booking companies who contact exhibitors claiming to be either a preferred supplier or, in some cases, working for our event, demand up-front payment, charge substantial penalties for changes and cancellation and may not even make a reservation with the unapproved hotel. You should always read the small print.

Please be aware that [we have an official supplier, HotelMap (details available in the exhibitor manual)] / we advise that you make your travel and accommodation arrangements through reputable suppliers and not via unsolicited phone calls or emails.