



16-18 June 2025  
Manchester Central

## Sponsorship & Exhibition Brochure

[www.baus.org.uk](http://www.baus.org.uk)  
@BAUSurology

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# Welcome



We are excited to announce that preparations for the 2025 Annual Scientific Meeting of the British Association of Urological Surgeons (BAUS) are well underway. Building on the tremendous success of our 2023 and 2024 meetings, we are thrilled to present our sponsorship opportunities for BAUS 2025, which promises even greater access to an expanding number of delegates.

This year, we are heading to the vibrant city of Manchester, a prime location offering a world-class venue that perfectly complements our cutting-edge scientific program. Manchester Central will provide a dynamic space for our delegates and industry partners to connect, exchange ideas, and showcase the latest innovations in urology.

We are pleased to offer a variety of sponsorship packages designed to maximize your engagement with attendees. Whether you choose Diamond, Platinum, Gold, Silver, or Bronze, each package ensures high visibility and meaningful interaction with delegates, both during the meeting and in the months that follow. Given the overwhelming success of the previous meetings, we anticipate even greater demand for these opportunities in 2025.

At BAUS, we deeply value our ongoing partnership with industry leaders like yourself. Your support is crucial to the success of BAUS 2025 and our other events throughout the year. We are eager to strengthen our relationship further and continue our shared journey of advancing urological care.

We invite you to join us at the UK's flagship urological conference and seize this opportunity to engage with a highly targeted and engaged audience. Should you have any questions or require more information, please don't hesitate to reach out to BAUS Events.

Thank you for your continued support. We look forward to working with you at BAUS 2025 and beyond.

Warm regards,

**Joe Philip**

BAUS Vice President for Education & President Elect.



# Why Attend BAUS 2025?

The Annual Meeting is a unique forum providing companies with unrivalled opportunity to gain premium market exposure through exhibition space or sponsorship opportunities.

We are pleased to be returning to Manchester Central after 10 years to host BAUS 2025. In 2022, BAUS received our highest number of registrations since 2015 with over 1,505 registrations – 1,267 Physical delegates and 238 Virtual delegates. We have continued this trend in both 2023 and 2024. With 2024 achieving 1,413 registrations – 1,310 physical delegates and 103 Virtual delegates.

By sponsoring or exhibiting at the event, companies can:

- Gain prime opportunity to network directly with a target audience.
- Raise the profile of your company.
- Development awareness for new initiatives.
- Display new products or services.
- Gain tangible leads.

## What's Happening at BAUS 2025?

- Complimentary lunchtime catering each day served in the Exhibition Hall
- Continued emphasis on networking and exhibiting viewing time with longer and more frequent breaks scheduled throughout the programme.
- Tuesday 17th June will be an evening set aside to allow exhibitors to stage their own events outside of conference hours.

# BAUS 2025 Event Information



## Dates

16-18 June 2025

## Venue

Manchester Central Convention Complex  
Windmill St  
Manchester, M2 3GX  
United Kingdom

## Organisation

The event is being organised by:

### BAUS Events

The British Association of Urological Surgeons  
38-43 Lincoln's Inn Fields  
London WC2A 3PE  
United Kingdom  
[events@baus.org.uk](mailto:events@baus.org.uk)

## Contract Information

By submitting a booking request through the Organiser's website, the Exhibitor is making an offer to contract with the Organiser on these Terms and Conditions and the terms set out in its booking request. The Organiser may clarify or amend the offer set out in the booking request in discussion with the Exhibitor and if the Exhibitor agrees in principle with the clarifications/amendments this will amount to a subsequent offer made by the Exhibitor that replaces and supersedes the earlier offer.

Once the Organiser has accepted an Exhibitor's offer by issuing an invoice a binding contract will be formed. The Organiser will not accept any alternative terms and conditions imposed by the Exhibitor after a binding contract has been formed and any subsequent cancellation of the contract by the Exhibitor will be governed by the relevant terms set out below.

## Payment Conditions

An invoice will be sent upon receipt of a completed booking form and allocation of your stand. Full payment will be due 90 days from date of invoice. Please note that full payment for stands booked after 31 March 2025 will be due 14 days from the date of invoice. If payment is not received by the due date, the Organiser reserves the right to release the stand back for general sale. Under no circumstances will a company be allowed to exhibit at the meeting unless full payment has been made.

Payments may be made by cheque, debit/credit card (American Express, Mastercard, Visa and Maestro only), or bank transfer. If you wish to pay by bank transfer, please quote 'BAUS 2025' and give the name of your company when making your remittance to the BAUS bank account. Any charges incurred on a BACS, IBAN or similar electronic transaction must be met, in full, by the company making the payment.

## Booking Information

### 5 November 2024

**11am:** Bookings open for Sponsorship Packages only.

### 19 November 2024

**11am:** Bookings open for General Exhibition stand bookings.

All bookings will be allocated on a first-come, first-served basis. If you wish to book a sponsorship package or exhibition stand, the booking form can be found on the BAUS website [www.baus.org.uk](http://www.baus.org.uk)

## Terms & Conditions Guidelines

Please ensure you read the BAUS 2025 Terms and Conditions prior to booking.

[Click here](#)

# Sponsorship Packages



	<b>Diamond</b> £55,000 +VAT 54 m <sup>2</sup>	<b>Platinum</b> £50,000 +VAT 54 m <sup>2</sup>	<b>Gold</b> £45,000 +VAT 54 m <sup>2</sup>	<b>Silver</b> £35,000 +VAT 36 m <sup>2</sup>	<b>Bronze</b> £30,000 +VAT 18 m <sup>2</sup>
<b>Exhibition Level</b>	<b>Diamond Plus</b> £62,000 +VAT 72 m <sup>2</sup>	<b>Platinum Plus</b> £57,000 +VAT 72 m <sup>2</sup>			
<b>Exhibitor All Access Passes</b>	10	8	6	4	4
<b>Exhibition Only Badges</b>	12	10	8	6	4
<b>Manchester Central External Entrance Graphic</b>	✓				
<b>Manchester Central Screen Graphic</b>	✓				
<b>Manchester Central External Welcome Graphic</b>		✓			
<b>Manchester Central Foyer Wall Graphic</b>			✓		
<b>Manchester Central Interior Exit Graphic</b>				✓	
<b>Manchester Central Pillar Graphics</b>			✓	✓	✓
<b>Sponsored Floor Graphics</b>	✓	✓	✓	✓	✓
<b>Delegate Bag Sponsorship*</b>	✓				
<b>Lanyard Sponsorship*</b>		✓			
<b>Badge Kiosk Welcome Screen Graphic</b>		✓			
<b>Badge Kiosk Graphics</b>				✓	
<b>'Programme at a Glance' Sponsorship</b>					✓
<b>Pre-Delegate List</b>	✓	✓	✓		
<b>Post-Delegate List</b>	✓	✓	✓	✓	✓
<b>1 x Sponsored Tweet</b>	✓	✓	✓		
<b>1 x Platform Notification</b>	✓	✓	✓		
<b>Advert in Meeting Programme</b>	Full Page	Full Page	Full Page	Full Page	Full Page
<b>Logo Exposure in BAUS 2025 Programme</b>	✓	✓	✓	✓	✓
<b>Company Profile published on the BAUS 2025 Platform &amp; Lead Retrieval App</b>	✓	✓	✓	✓	✓
<b>Booking of Exhibition Space in Advance of General Sale</b>	1st Choice of Stand & Sponsorship	2nd Choice of Stand & Sponsorship	3rd Choice of Stand & Sponsorship	4th Choice of Stand & Sponsorship	5th Choice of Stand & Sponsorship

# Sponsorship Packages

Diamond Sponsor	Platinum Sponsor	Gold Sponsor	Silver Sponsor	Bronze Sponsor
1. Registration Sponsorship	1. Badge Sponsorship	1. Platform Sponsorship	1. Barista Sponsorship	1. ePoster Wall Sponsorship
<b>2. Satellite Symposium</b> (Category A, B, or C) <i>Please note:</i> Sessions are limited and offered on a first come first served basis at the time of booking	<b>2. Satellite Symposium</b> (Category A, B, or C) <i>Please note:</i> Sessions are limited and offered on a first come first served basis at the time of booking	<b>2. Satellite Symposium</b> (Category B, or C) <i>Please note:</i> Sessions are limited and offered on a first come first served basis at the time of booking	<b>2. Satellite Symposium</b> (Category B, or C) <i>Please note:</i> Sessions are limited and offered on a first come first served basis at the time of booking	<b>2. Satellite Symposium</b> (Category C) <i>Please note:</i> Sessions are limited and offered on a first come first served basis at the time of booking

\* Please note Diamond & Platinum Sponsorship is limited to 1 company. Gold, Silver & Bronze Sponsorship is limited to 2 companies.

\*\* Exhibition Stand size can be upgraded on the package size, charged at the relevant rate per m<sup>2</sup>

# Package Sponsorship Opportunities Detailed

Package Element	Package Sponsorship	Package Notes
<b>Registration Sponsorship</b>	Diamond Sponsor	Sponsor logo will be displayed on the registration foyer digital screen and floor graphics.  In addition, a Sponsor banner will be displayed on the online registration site and subsequent registration information.
<b>Delegate Bags</b> <i>At company's expense</i>	Diamond Sponsor	Sponsor logo will appear alongside the BAUS' logo on all delegate bags. Bags to be produced by sponsor and BAUS requires visuals for sign off.
<b>Manchester Central External Entrance Graphic</b>	Diamond Sponsor	Graphics located on the entrance doors to the venue. Sponsor logo will appear alongside the BAUS logo. Design arranged & produced by BAUS.
<b>Badge Sponsorship</b>	Platinum Sponsor	Sponsor logo will appear on all delegate and exhibitor badges. Badge and design arranged & produced by BAUS.
<b>Delegate Lanyards</b> <i>At company's expense</i>	Platinum Sponsor	Sponsor logo will appear alongside the BAUS' logo on all delegate lanyards. Lanyards to be produced by sponsor and BAUS requires visuals for sign off.
<b>Manchester Central External Welcome Graphic</b>	Platinum Sponsor	Exterior window graphics located before the entrance on the delegate walkway to registration. Sponsor logo will appear alongside the BAUS logo. Design arranged & produced by BAUS.
<b>Badge Kiosk Welcome Screen Graphic</b>	Platinum Sponsor	Sponsor logo will appear on all badge kiosk welcome screens when delegates collect their badges. Design arranged & produced by BAUS.
<b>Platform Sponsorship</b>	Gold Sponsor	The conference platform is the key source of all meeting information and where all sessions will be live streamed as well as post-conference content uploaded and available to watch again for 6 months. Platform sponsorship includes: <ul style="list-style-type: none"> <li>• Home page advertisement</li> <li>• Dedicated sponsor widget</li> </ul>
<b>Manchester Central Foyer Wall Graphic</b>	Gold Sponsor	Interior wall graphic located in the foyer alongside a seating area and BAUS barista. Sponsor logo will also appear alongside the BAUS logo.
<b>Barista Sponsorship</b>	Silver Sponsor	Sponsor logo will also appear alongside the BAUS logo on branded cups served from the barista coffee unit in the registration area.



# Package Sponsorship Opportunities

## Detailed (continued)



Package Element	Package Sponsor	Package Notes
<b>Manchester Central Interior Exit Graphic</b>	Silver Sponsor	Exit graphic located above and around the main exit doors from the Registration desk. Sponsor logo will also appear alongside the BAUS logo. Design arranged & produced by BAUS.
<b>Badge Kiosk Graphics</b>	Silver Sponsor	Sponsor logo placed on all badge kiosks which will be located in the Registration foyer. Design arranged & produced by BAUS.
<b>ePoster Wall Sponsorship</b>	Bronze Sponsor	Sponsors branding on the ePoster Viewing Wall. The ePoster walls each consists of 4 viewing screens with over 1,300+ views in 2024. ePoster wall will be in the registration foyer. Design arranged & produced by BAUS.
<b>'Programme at a Glance' Sponsorship</b>	Bronze Sponsor	Sponsor logo will appear on the 'Programme at a Glance'. This is a bitesize view of the programme and the only printed material given to all delegates. Design arranged & produced by BAUS.
<b>Manchester Central Pillar Graphics</b>	Gold, Silver, and Bronze Sponsors	Pillar Graphics located in the foyer walkway through to the conference. Logos will appear alongside all gold, silver, and bronze sponsors. Design arranged & produced by BAUS.
<b>Sponsored Floor Graphics</b>	All Sponsors	Sponsor logo as a vinyl graphic placed inside the exhibition hall and gallery area. Design arranged & produced by BAUS.

# Satellite Symposia

Date	Time	Location	Category	Notes
Monday 16 June	1315-1400 (45 mins)	Exchange Auditorium	Category A	Lighting and gobos can be changed but the stage set will remain the same.
Monday 16 June	1530-1600 (30 mins)	Exchange Auditorium	Category B	Lighting and gobos can be changed but the stage set will remain the same.
Monday 16 June	1730-1800 (30 mins)	Exchange Auditorium	Category B	Lighting and gobos can be changed but the stage set will remain the same.
Tuesday 17 June	0900-0930 (30 mins)	Exchange Auditorium	Category C	Lighting and gobos can be changed but the stage set will remain the same.
Tuesday 17 June	1315-1400 (45 mins)	Exchange Auditorium	Category A	Lighting and gobos can be changed but the stage set will remain the same.
Tuesday 17 June	1730-1800 (30 mins)	Exchange Auditorium	Category B	Lighting and gobos can be changed but the stage set will remain the same.
Wednesday 18 June	0900-0930 (30 mins)	Exchange Auditorium	Category C	Lighting and gobos can be changed but the stage set will remain the same.
Wednesday 18 June	1330-1400 (30 mins)	Exchange Auditorium	Category B	Lighting and gobos can be changed but the stage set will remain the same.

\* Please note that timings are subject to change

- Key to the success of a satellite session is the programme which must be interesting, topical and include experts in the relevant field. For this reason, the Honorary Secretary reserves the right review all the proposed programmes for satellite sessions to ensure they offer quality to delegates attending the meeting and make recommendations to ensure they fit well within the overall meeting programme.
- All companies **must** comply with BAUS' Statement on [Equality, Diversity and Inclusion](#) when arranging a satellite symposia and through the visual representation of speakers. BAUS reserves the right to make any changes that do not comply with its core values.

# Standard Exhibition Packages

Exhibition Stand	36 m <sup>2</sup>	£13,500 (+VAT) £12,420 (+VAT)	Shell Scheme Space Only
	18 m <sup>2</sup>	£6,750 (+VAT) £6,210 (+VAT)	Shell Scheme Space Only
	9 m <sup>2</sup>	£3,375 (+VAT) £3,105 (+VAT)	Shell Scheme Space Only
Exhibitor All Access Passes		2	
Exhibition Only Badges		2	
Company Profile published on the BAUS 2025 Platform & Lead Retrieval App		✓	

## Exhibition Stands

The costs of stand space at BAUS 2025 are set at two levels, these being:

**Shell Scheme:** £375/m<sup>2</sup> (+VAT)

**Space Only:** £345/m<sup>2</sup> (+VAT)

The exhibition floor plan is on page 12 of this brochure and the stand prices will be found on pages 13 to 14 in this brochure.

**Please note** we are happy to combine/split stands where possible to suit your preference.

**Shell Scheme Stands includes the following:**

- Stand shell scheme
- Fascia with name panel and stand number
- Carpet
- One twin power point (rated at 5 amps) and three spotlights, per 9 square metres
- Stand carpet cleaning
- On site, 24-hour security
- Lunch (Mon-Wed)

**Space Only Stands includes the following:**

- Stand carpet cleaning
- On site, 24-hour security
- Lunch (Mon-Wed)

**Please note for Space Only stands:**

- Electrical power supply must be ordered on the appropriate form in the Exhibitor Manual
- Exhibitors and their contractors will be responsible for providing walls between stands on shared sites, such walls being dressed on the rear side
- Where exhibitors wish to lay their own carpet, a raised platform will need to be provided to cover the permanently carpeted hall

# Exhibition Floor Plan



# Stand Prices

Shell Scheme: £375pm<sup>2</sup> (+VAT)  
Space Only: £345pm<sup>2</sup> (+VAT)

Stand No.	Area m <sup>2</sup>	Shell Scheme ex. VAT	VAT	Shell Scheme inc. VAT	Space Only excl. VAT	VAT	Space Only inc. VAT
A10	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A12	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A14	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A16	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A18	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A20	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A22	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A24	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A38	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A40	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A42	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
A44	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B10	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
B12	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
B20	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B22	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B24	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B26	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B30	72m <sup>2</sup>	£27,000	£5,400	£32,400	£24,840	£4,968	£29,808
B40	54m <sup>2</sup>	£20,250	£4,050	£24,300	£18,630	£3,726	£22,356
B50	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
B52	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B54	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
B56	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
C10	36m <sup>2</sup>	£13,500	£2,700	£16,200	£12,420	£2,484	£14,904
C20	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
C22	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
C40	36m <sup>2</sup>	£13,500	£2,700	£16,200	£12,420	£2,484	£14,904
C42	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
C50	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
C52	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
C54	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
C56	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
C58	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
C60	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D10	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
D12	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726

<b>Stand No.</b>	<b>Area m<sup>2</sup></b>	<b>Shell Scheme ex. VAT</b>	<b>VAT</b>	<b>Shell Scheme inc. VAT</b>	<b>Space Only excl. VAT</b>	<b>VAT</b>	<b>Space Only inc. VAT</b>
D14	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D20	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D22	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D23	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D24	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D40	54m <sup>2</sup>	£20,250	£4,050	£24,300	£18,630	£3,726	£22,356
D50	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
D52	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D54	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
D56	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
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E54	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
E56	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
E58	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
E60	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
F10	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
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F24	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
F26	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
F30	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
F32	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
F34	9m <sup>2</sup>	£3,375	£675	£4,050	£3,105	£621	£3,726
F36	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452
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F58	18m <sup>2</sup>	£6,750	£1,350	£8,100	£6,210	£1,242	£7,452

# Exhibition Terms & Conditions



## Definitions

In the following Terms and Conditions:

The word "ORGANISER" means "The British Association of Urological Surgeons" (BAUS)

The word "EXHIBITION" means "The British Association of Urological Surgeons Exhibition"

The word "EXHIBITOR" means the person, company, firm or other organisation contracting with the "Organiser" to participate in the "EXHIBITION" and, in relation to any terms or conditions imposing any prohibition, shall include employees, servants or agents of the Exhibitor

The word "VENUE" means Manchester Central

The words "MAIN CONTRACTOR" means the "Exhibition Contractor" appointed by the "Organiser"

The words "ELECTRICAL CONTRACTOR" means the "Electrical Contractor" appointed by the "Organiser"

The word "EXHIBIT" means the Exhibit or Display to be presented by the "Exhibitor"

The words "SUBCONTRACTOR" means any company employed by the "Exhibitor" for the purpose of designing and building their "Exhibit"

## Contract Information

By submitting a booking request through the Organiser's website, the Exhibitor is making an offer to contract with the Organiser on these Terms and Conditions and the terms set out in its booking request. The Organiser may clarify or amend the offer set out in the booking request in discussion with the Exhibitor and if the Exhibitor agrees in principle with the clarifications/amendments this will amount to a subsequent offer made by the Exhibitor that replaces and supersedes the earlier offer. Once the Organiser has accepted an Exhibitor's offer by issuing an invoice a binding contract will be formed. The Organiser will not accept any alternative terms and conditions imposed by the Exhibitor after a binding contract has been formed and any subsequent cancellation of the contract by the Exhibitor will be governed by the relevant terms set out below.

## Application for Stand Space – Method of Allocation

All bookings will be allocated on a first-come, first-served basis. Please complete the online Booking Form and ensure that you read and accept the BAUS 2025 Terms & Conditions. Your completed booking form means you agree to and will comply with the BAUS 2025 Terms & Conditions. The Booking Form can be found on the BAUS website [www.baus.org.uk](http://www.baus.org.uk)

## Exhibitors' Unloading & Parking

Full details of access to the Manchester Central for unloading and information on parking facilities will be included on the Exhibitor Manual which will be available in March 2025.

### Timetable for the Exhibition

The provisional timetable for the exhibition will be as follows: (Final details will be published in the Exhibitor Manual).

#### Setting Up

Saturday 14 June 2025	09:00 – 20:00 Space Only Build
Sunday 15 June 2025	08:00 – 21:00 Space Only Build Continues (14:00-21:00 for Shell Scheme Exhibitors)
Monday 16 June 2025	08:00 – 08:30 (for final dressing and preparation ONLY)

#### Exhibition Open

Monday 16 June 2025	09:00 – 18:00
Tuesday 17 June 2025	09:00 – 18:00
Wednesday 18 June 2025	09:00 – 14:15

#### Breakdown

Wednesday 18 June 2025	14:15 – 20:00
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### Social Events

Tuesday 17th June will be an evening set aside to allow exhibitors to stage their own events outside of conference hours. We request that any events you may be planning for the week do not take place during conference hours (08:00-18:00). We would therefore ask you to plan around these times.

### Stand Catering

Exhibitors should note that Manchester Central Catering are the “tied contractor” of the Venue for the provision of food and beverages on exhibition stands. They reserve the right to make “corkage” charges on any food and drink brought into the exhibition, not supplied by themselves.

We ask you to please serve alcohol responsibly from your stand and suggest that you refrain from giving out alcohol before 1400.



### Purchase of Stand Space

Subject to approval, by the BAUS Office, the cost of all stands includes the basic shell scheme package (see Section on 'Shell Scheme Stands'). If you do not require the shell scheme package, please indicate on the booking form that you wish to book a Space Only stand.

The charge for Shell Scheme space is £375.00 per square metre, plus VAT at the prevailing rate. The charge for Space Only is £345.00 per square metre, plus VAT at the prevailing rate.

#### Shell Scheme Stands includes the following:

- Stand shell scheme
- Fascia with name panel and stand number
- Carpet
- One twin power point (rated at 5 amps) and three spotlights, per 9 square metres
- Stand carpet cleaning
- On site, 24-hour security
- Lunch (Mon-Wed)

#### Space Only Stands includes the following:

- Stand carpet cleaning
- On site, 24-hour security
- Lunch (Mon-Wed)

#### Please note for Space Only stands:

- Electrical power supply must be ordered on the appropriate form in the Exhibitor Manual
- Exhibitors and their contractors will be responsible for providing walls between stands on shared sites, such walls being dressed on the rear side
- Where exhibitors wish to lay their own carpet, a raised platform will need to be provided to cover the permanently carpeted hall

Those purchasing space on this basis should observe the following guidelines:

- Space only Subcontractors will be allowed into the Exhibition Hall on Saturday 14 June 2025 from 09:00. All construction must be completed by 21:00 on Sunday 15 June 2025. The period from 08:00 to 08:30 on Monday 16 June 2024 is for final stand dressing purposes only.
- No display, stand fitting or exhibit shall exceed the wall height of 4 metres. No uninterrupted walls of more than 3 metres in length may be built along gangways. Solid runs of walling should take up no more than 50% of any open side. Smaller structures (e.g., towers and features) no higher than 4 metres will be considered pending sight of stand plans.
- A detailed programme for the breakdown of the exhibition will be included in the Exhibitor Manual, a further copy of which will be provided to all exhibition stands in their exhibitor pack. All construction materials and waste must be removed from the hall by 20:00 on Wednesday 18 June 2025.
- Exhibitors not adhering to hall layout plans and building regulations will have their stands dismantled without consultation and taken back to recognised stand limit.

### Payment

From 11am on 5th November stands are allocated, where possible, on a 'First Come, First Served' basis, using each company's order of preference. If none of the six choices specified on the Application Form are available, BAUS will contact the company to discuss other options for a suitable alternative.

**An invoice will be sent upon receipt of a completed booking form and allocation of your stand. Full payment will be due 90 days from date of invoice. Please note that full payment for stands booked after 31 March 2025 will be due 14 days from the date of invoice. If payment is not received by the due date, the Organiser reserves the right to release the stand back for general sale.**

**Under no circumstances will a company be allowed to exhibit at the meeting unless full payment has been made.**

Payments may be made by cheque, debit/credit card (American Express, Mastercard, Visa and Maestro only), or bank transfer. If you wish to pay by bank transfer, please quote 'BAUS 2025' and give the name of your company when making your remittance to the BAUS bank account. Any charges incurred on a BACS, IBAN or similar electronic transaction must be met, in full, by the company making the payment.

BAUS notes the Association of British Pharmaceutical Industry Code of Practice for the Pharmaceutical Industry and the Bribery Act. It is the responsibility of individual companies to ensure they comply with relevant regulatory or other industry codes of practice when offering sponsorship.

### Purchase Order

If a purchase order number needs to be quoted on any correspondence this must be included on your booking form.

### Health & Safety

The Exhibitor will be responsible for ensuring compliance with all Health and Safety Regulations imposed by the Organiser and the Venue, as detailed in the Exhibition Manual. Separate Health and Safety Risk Assessments and Methods of Application will be required for the Build/Strike period and the Open Period of the Exhibition. Where the Risk Assessment for the Build/Strike period of the Exhibition is supplied by a Subcontractor, the Exhibitor shall remain responsible for ensuring compliance with this and shall be responsible for any infringement of the Health and Safety Regulations of the Venue and the Organisers. Anyone wishing to gain access to the Exhibition area during the build and strike of the Exhibition shall be required to wear high visibility waistcoats or jackets.

# Exhibitor Badges



Companies will be issued the following badges:

## Sponsorship Packages

Diamond	12 x Exhibition Only Badges and 10 x Exhibitor All Access Passes
Platinum	10 x Exhibition Only Badges and 8 x Exhibitor All Access Passes
Gold	8 x Exhibition Only Badges and 6 x Exhibitor All Access Passes
Silver	6 x Exhibition Only Badges and 4 x Exhibitor All Access Passes
Bronze	4 x Exhibition Only Badges and 2 x Exhibitor All Access Passes

## Standard Exhibition Package

0-36 m <sup>2</sup>	2 x Exhibition Only Badges and 2 x Exhibitor All Access Passes
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## Exhibition only Badges

Access to the exhibition hall only, no access to conference sessions. If exhibitors require additional exhibition badges, these can be purchased at £50 per pass. The Exhibition Only Badges include lunchtime catering.

## Exhibitor All Access Passes

Access to the exhibition hall and the conference sessions, these can be purchased for £250 per pass. Exhibitor All Access Passes include lunchtime catering.

Exhibition Only Badges and Exhibitor All Access Passes are for exhibiting personnel only. Personnel from companies that do not have an exhibition stand are not permitted to attend the exhibition or conference sessions. Badges are non-transferable.

# Site Visit

If you wish to visit Manchester Central in advance of the meeting, please contact BAUS Events at [events@baus.org.uk](mailto:events@baus.org.uk)

# Exhibitor Manual

Access to the online Exhibitor Manual will be available in March 2025 from which all support services may be ordered at the costs stated.



16-18 June 2025  
Manchester Central

[www.baus.org.uk](http://www.baus.org.uk)  
@BAUSurology