SUPPORT FOR OTHER SHOWS

UK Games Expo is offering support to other tabletop games shows by making available items from our Stourport-On-Severn located warehouse as well as marketing support and advice. This is available to UK based companies only.

What are the costs?

To borrow items that we have in stock there is no charge. However, if items are lost or broken then it will be the hirers responsibility to pay the replacement cost as detailed in the terms and conditions, paragraphs 2 and 5. In exchange UK Games Expo would like to have show sponsor or similar advertising or marketing at the show. All prices are exclusive of VAT, 20% will be added

How does it work?

1. **Booking**
   a. Send an email to paul@ukgamesexpo.co.uk. Copy in tony@ukgamesexpo.co.uk and richard@ukgamesexpo.co.uk The information required is a list of items desired and the dates and location of the event.
   b. Inventory

Board & cloth

Item	Quantity	Unit Replacement Cost
4'x4' board 6 or 9mm MDF/Chip	400	£9.00
4'x3' board MDF/Chip	100	£9.00
1 metre sq. board MDF	32	£7.00
Blue Cloth	6000'	£1.25

IT/AV Equipment

Item	Quantity	Unit Replacement Cost
Samsung Express Printer M2026 20 ppm light use	2	£60
Samsung Laser Printer ML2525W 24 ppm	2	£120
Lexmark Laser Mono Printer 810 52 ppm heavy duty	1	£680
Dymo 450 Thermal Label Printer 53 labels /minute	20	£70
1D Handheld Barcode Scanner	15	£20
2D Desktop Barcode Scanner	20	£40
HP Elitedesk Windows PC	25	£85
24 Port Smart Switch	2	£250
16 Port Desktop Switch	2	£100

Projector Screen		

Miscellaneous

Item	Quantity	Unit Replacement Cost
Café Barrier Post & Base	100	£37
Café Barrier Horizontal Beam & Clips	100	£39
Roll Banner	50	£20
Folding Table	6	£33
Lanyard & Pouch	enquire	-

Signage

- Printing & assembly of roll banners is available (£10 each)
- Printing & assembly of 2m café barrier panels is available (£15 each)
- Artwork will be required 4 weeks before collection to enable production
- High resolution RGB will be required, typically 300 dpi (full print specification will be supplied)

2. Transport

Collection. The loaned items can be palletised upon request. For collection your courier will need at minimum a pallet truck or tail lift

- Items will normally be ready for collection the week before your event
- There will not be any labour available at the warehouse to load your van

Returns

- Items to be returned in the week following your event
- There will not be any labour available at the warehouse to load your van
- It is recommended that goods in transit insurance is considered.

3. Payment

- Once returned goods are back into stock an invoice will be issued
- Payment to be made within 28 days

4. Board Game Library

- UKGamesExpo has a board game library for use at board game conventions. It

is available only on a pallet. The transport & payment terms above apply.

- NOTE: you will need a courier to collect this pallet, at a minimum they will need a pallet truck & tail-lift.

5. **Damages or Loss**

Any items that are lost, broken or stolen will incur a replacement cost.

- UKGE will contact you to give you the opportunity to find any lost items
- If the items cannot be found within 14 days then an invoice will be issued for the items at the replacement cost value listed in the table above.
- You cannot buy or source a replacement yourself this will be done by UKGE.
- The invoice must be paid within 28 days.

6. **UKGE Community Page**

- You can list your event for free on the UK Games Expo community page. Click here https://www.ukgamesexpo.co.uk/community/ and follow the instructions to add your event. You can also add shops, cafes and clubs should you wish.

7. **Marketing**

UK Games Expo can help you promote your event. There are various paid for marketing options available including:

- Social media shout outs to 19,000 Facebook, 12,000 Instragram and 24,000 Twitter followers.
- Email newsletters to 6,000 signups
- News feature on our website.

Paid for features are available from after the current year show until the end of February the next year. No posts outside paid for pre-show posts will be available between March 1st and the last day of the show.

8. **Collaborations**

- If you have some exciting news about a product launch or something we can share with our community before anyone else, we would love to hear from you. Please get it touch via marketing@ukgamesexpo.co.uk.

UKGE reserves the right to change terms and conditions.