Official Supplier List

Reed Exhibitions limited has a thorough process for and takes all reasonable care in the evaluation and appointment of its Official Contractors. This includes aspects that are most visible to the Exhibitors such as customer service, pricing and product range along with other aspects like track record, Health & Safety performance and financial stability. Reed Exhibitions appoints multiple 'Official Suppliers' for services for each Exhibition wherever it can so that Exhibitors have a choice.

'Official' status puts specific responsibilities on the Contractor such as ensuring the quality of stock and making sure that they provide a full service and keep qualified people and spare on-site to maintain a first class service throughout the Exhibition. As a result non-official companies can sometimes appear to undercut Official Suppliers as they can offer older equipment or a partial service and can just deliver with no obligation to set up or maintain throughout the Exhibition. This can create last minute problems and unexpected costs for the Exhibitor.

In addition to this Reed Exhibitions is increasingly seeing non-official suppliers aggressively mailing companies pre-Exhibition using the Exhibition name and in some cases the logo, which can imply that they have our support. These companies do not have any endorsement from Reed Exhibitions and we recognise the inconvenience, annoyance and confusion that these communications can have on our Exhibitors.

As a result, Reed Exhibitions has applied to trademark the logo above. This logo is strictly controlled, can only be used by Official Suppliers and only relating to the services that they are specifically appointed for on that Exhibition.

- Quality service
- Quotations & Payments
- Post Exhibition Service
- Dispute Resolution
- Health & Safety
- Data Protection
- Sustainability

To view the full quality charter showing the commitment our suppliers have agreed, please contact the Operations team.

Accommodation & Travel

HotelMap
Tel: +44 (0) 20 7292 2320
E-mail - Adam@HotelMap.com
https://www.londonbookfair.co.uk/Help/book-accommodation/?exhibitors

Audio Visual

Aztec Event Services Ltd
Unit B, Davis Road Industrial Park
Davis Road
Chessington
KT9 1TQ
Catering - Stand & Hospitality

Hospitality Catering

Levy Restaurants at Olympia London
Tel: 0207 598 5709
Fax: 0207 598 5727
Exhibitor Stand Orders: https://levyrestaurants.standdelivery.co.uk/londonbookfair2020
Email: katie.bryan@levy.co.uk
Contact: Katie Bryan

Cleaning

Olympia Ltd – Facilities Department
Contact: Kristina Jearrad
Email: kristina.jearrad@olympia.london
Tel: +44 (0) 207 598 2510 or M: 07833 248716

Contractor Associations

Event Supplier and Services Association (ESSA)
119 High Street
Berkhamsted
Hertfordshire
HP4 2DJ
Tel: +44 (0)1442 285 812 Fax: +44 (0)1442 875 551
Email: info@essa.uk.com Website: www.essa.uk.com

Customs Clearance

International Lifting & Shipping - (ILS)
International House
Colonnade Point
Central Boulevard
Prologis Park
Coventry CV6 4BU UK
Contact: John Lawson
Tel: +44 (0) 2476 337 955 Fax: +44 (0) 2476 336 795
Email: jll@i-l-s.co.uk or kelly@i-l-s.co.uk Website: www.i-l-s.co.uk
Deliveries

**International Lifting & Shipping - (ILS)**
International House
Colonnade Point
Central Boulevard
Prologis Park
Coventry CV6 4BU, UK

Contact: John Lawson or Kelly Gouveia
Tel: +44 (0) 2476 337 955       Fax: +44 (0) 2476 336 795
Email: jl@i-l-s.co.uk or kelly@i-l-s.co.uk    Website: www.i-l-s.co.uk

Electrical Contractor

**The Freeman Company (UK) Ltd**
Tel: +44 (0) 2476 309236
Email: EMEA.ExhibitorServices@freemanco.com

Floor coverings

**The Freeman Company (UK) Ltd**
Tel: +44 (0) 2476 309 236
Fax: +44 (0) 2476 639 461
Email: EMEA.ExhibitorServices@freemanco.com

Furniture

**Concept Furniture International**
Unit 131 Hartlebury Industrial Estate
Hartlebury
Worcestershire
DY10 2JY

Contact: Tilly Little
Tel: +44 (0) 1299 254 097       Fax: +44 (0) 1299 254 091
Email: scott@conceptfurniture.co.uk    Website: www.conceptfurniture.co.uk

**Thorns Group**
Welham Distribution Centre, 172 Travellers Lane
Welham Green, Hatfield
Hertfordshire, AL9 7HN

Contact: Maisie Hogg
Tel: +44 (0) 20 8801 4444       Fax: +44 (0) 20 8801 4445
Email: oana@thorns.co.uk Website: www.thorns.co.uk/
JMT
Unit A, Ventura Park
Old Parkbury Lane
Colney Street
St Albans
HERTS
AL2 2DB

Contact: Michelle Kaye
Tel: +44 (0) 1923 851 580
Email: sales@jmt.co.uk  Website: https://www.jmt.co.uk/en_GB/specials/event/LONDON-BOOK-FAIR-2020

The Freeman Company (UK) Ltd
Tel: +44 (0) 2476 309 236  Fax: +44 (0) 2476 639 461
Email: EMEA.ExhibitorServices@freemanco.com

Graphics
The Freeman Company (UK) Ltd
Unit DC5, Prologis Park,
Imperial Road,
Coventry,
CV8 3LF
Tel: +44 (0) 2476 309 236
Fax: +44 (0) 2476 639 461
Email: EMEA.ExhibitorServices@freemanco.com

Lifting
International Lifting & Shipping - (ILS)
International House
Colonnade Point
Central Boulevard
Prologis Park
Coventry CV6 4BU, UK

Contact: John Lawson or Kelly Gouveia
Tel: +44 (0) 2476 337 955  Fax: +44 (0) 2476 336 795
Email: jl@i-l-s.co.uk or kelly@i-l-s.co.uk  Website: www.i-l-s.co.uk

Shell Scheme Contractor
The Freeman Company (UK) Ltd
Unit DCS
Prologis Park
Imperial Road
Coventry
CV8 3LF
Shipping (Freight Forwarding)

International Lifting & Shipping
International House
Colonnade Point
Central Boulevard
Prologis Park
Coventry CV6 4BU, UK

Tel: +44 (0) 2476 337 955  Fax: +44 (0) 2476 336 795
Email: il@i-l-s.co.uk  Website: www.i-l-s.co.uk
Contact: John Lawson

Space Only Stand Build Contractor

SmartSpace
Gateway House
28 The Quadrant
Richmond
TW9 1DN
United Kingdom

Phone: +44 (0) 208 439 5682  Email: smartspace@reedexpo.co.uk
Web: www.reedsmartspace.co.uk

Telephones & IT Communications

Eforce
Room 322
Earls Court Exhibition Centre
Warwick Road
London, SW5 9TA

Tel: +44 (0)207 598 2400  Fax: +44 (0)207 598 27575
Email: sales@eforce.co.uk  Website: www.eforce.co.uk

Temporary Staff

Bond Associates
ADM3884
London
SW1A 1ZW

Tel: +44 (0)845 130 4548  Email: info@bondassociates.co.uk
Website: www.bondassociates.co.uk
VAT Refunds

Quipsound Ltd
The Crown Building
London road
Westerham
Kent, TN16 1UT

Tel: +44 (0) 1959 561 717 Fax: +44 (0) 1959 564 740
Email: info@quipsound.com Website: www.quipsound.com

Waste Services

Olympia Ltd
Facilities Department
Contact: Kristina Jearrard
Tel: +44 (0) 207 598 2510 or M: 07833 249716
Email: kristina.jearrad@olympia.london

Water

Freeman Venue Services
Olympia London Exhibition Centre
Contact: Olivia Smith
Tel: +44 (0) 20 7598 5500
Email: olivia.smith@freemanco.com