Risk Assessment - REQUIRED

This form is intended for shell scheme exhibitors who are bringing portable exhibition stands and associated equipment.
If you have a space only stand, your contractor will more than likely provide a risk assessment for you.

Please complete and return immediately to Dawn Rush

M: 07860 926 404 | E: dawn@pinkatpink.com | A: Cherry Hill, South End, Roos HU12 0HJ

**Please assess the potential risks of your specific exhibition stand:**

|  |  |  |
| --- | --- | --- |
| **SECTION A**YOUR EXHIBITION STAND - WHAT DOES IT COMPRISE? | **SECTION B**HAZARDS | **SECTION C**HOW DO YOU PLAN TO CONTROL THE RISK? |
| Please give a simple list e.g.* Pop up exhibition stand, pull up banners or similar
* Furniture & electrical equipment
* Literature, samples etc
 | Hazards which you could reasonably expect to cause significant harm while setting up and breaking down as well as during the exhibition. | List existing controls or note where the information may be found. List risks, which are not adequately controlled, and the action needed.  |
|  |  |  |

Have you provided:

a) Adequate information, instruction or training?

b) Adequate systems or procedures?

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stand No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assessment made by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Copy of company public liability insurance attached with risk assessment (please tick)

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_