

THE UK WEDDING EVENT

LEEDS MARRIOTT HOTEL | SUNDAY 29TH SEPTEMBER

www.theukweddingevent.co.uk



Venue: **LEEDS MARRIOTT** Date: **SUNDAY 29TH SEPTEMBER** Starts: **11AM** | Ends: **2.30PM**

- **The UK Wedding Event** team will be at the venue from around **8.30am** and available to assist along with personnel from **Leeds Marriott**. If you need to contact us call **0113 8214544** which will divert through to our mobile on-site.
- The bulk of our exhibitors will be positioned in the **Thomas Ambler suite**, which is a lovely space offering plenty of room for your stand setups.
- Exhibitors will be able to locate their stands in advance by viewing our **floor plan** available by clicking the link below through to our website.

However, please note the plan can be subject to last minute changes and won't be finalised officially until **Saturday**: - <https://theukweddingevent.co.uk/show-venues/leeds-marriott-hotel/>

- Indoor Exhibitors will be able to drop off their belongings outside the front of the **Leeds Marriott Hotel** by **Trevelyan Square**, but don't leave your vehicles there too long as you will cause a blockage as space is very limited. Once you have dropped off, move along to park elsewhere for the duration of the event.
- As explained previously parking is not available on-site at Leeds Marriott. but there are plenty of nearby car parks available to you including **Q-Park Sovereign Square** on **Swingate** (next to **Bibis Italian restaurant**) or **Trinity Leeds Car Park**.
Another outdoor option is **Meadow Lane Car Park** which is a little bit cheaper on a Sunday but offers only a limited number of spaces. This car park is situated in-between the two lanes of traffic close to ASDA's head office.
- Please **don't leave your arrival until the last minute** as has been happening a little too frequently of late as it causes unnecessary problems and doesn't look professional in front of visitors.
- **Tables** will be positioned for exhibitors and **dressed with table cloths** by the hotel's staff ready for your use upon arrival.
- **Free WIFI** is available to all suppliers on the day. Enter the code **fall123** to get connected after selecting the Marriott network.

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- All exhibitors will be issued with **ID cards** which you will find left out for you on your table. Please return all of them to **The UK Wedding Event** registration desk at the end of the day.
- Please ensure that all of your equipment and furniture is kept within the confines of your event space to comply with the health and safety policy.
- Event organiser **The UK Wed Event Ltd** are not liable for any theft, damage or loss of any displayed items at this event, unless it is a result of negligence by one of our staff.
- The event is scheduled to finish at **2.30pm** although we could run over if the wedding fayre is still busy. Please do not start to close down early.
- Outdoor exhibitors should check with **The UK Wedding Event** upon arrival to be directed to their exhibition space for the day.
- **A tea & coffee station** for exhibitors will be provided by **Leeds Marriott** along with a **bacon sandwich** in the **Matcham Suite** to fuel you all for the day ahead!

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HOW TO FIND THE VENUE

Leeds Marriott,
4 Trevelyan Square,
Boar Lane,
Leeds
LS1 6ET

A modern, elegant four-star hotel in **Leeds city centre**.

The Leeds Marriott Hotel is the perfect location for city centre accommodation, tucked away in a charming courtyard and only a short walk from the train station, with extensive shopping and entertainment on its doorstep.

By Road:

Follow the **M1/M62** to the **city centre**. Then follow signs to **Tetleys Brewery Wharf**. Pass **Asda head office** on the left. Turn left at the lights into **Bridge Lane**. Turn left at **Boar Lane** and take the **1st left** into **Trevelyan Square**.

By Public Transport:

Leaving the **railway station**, turn right. The **NCP car park** is in front of you. At NCP as the road bends, go down the steps on your right. Walk past the NCP entrance. **Turn right** into **Trevelyan Square** and the hotel is situated here.

