

cruise job fair



EVENT SPONSOR



Manchester 2020

Exhibitor Guide

Contents

Event Information	3
Exhibitor Stands, Packages and Prices.....	4
Packages.....	4
Package & Multi Discount Booking.....	4
Stand Extras	4
Networking Pass	5
Venue Information	6
Location	6
Floor plan	7
Travelling to the Venue	8
By air.....	8
By rail.....	8
By car.....	8
Parking.....	9
By public transport	9
On-Site Facilities	10
Refreshments	10
Cloakroom.....	10
Internet Access	10
Event Schedule	11
Build-up & Break-down Times	11
Accommodation	12
Deliveries and Collections	13

Event Information

Following the success of our previous job fairs in the North of England, we are thrilled to be hosting the first Cruise Job Fair in the vibrant city of Manchester.

The Manchester event will be held at the popular Manchester Central Convention Complex where we expect to welcome around 500 candidates looking for work across all cruise ship departments, mainly from the UK.

All cruise lines, recruiters, training centres, charities and other organisations within the cruise, superyacht and maritime industries, are welcome to participate at the event.

The Cruise Job Fair team would like to take this opportunity to thank **Viking** Cruises for sponsoring the Manchester job fair this year.

Cruise Job Fair

Manchester, UK

Monday, 2 November 2020 11:00 – 16:00

Manchester Central Convention Complex, Windmill Street, Manchester M2 3GX

Exhibitor Stands, Packages and Prices

Packages

We offer a range of packages and prices for you to choose from to best suit your needs and requirements, as well as a multi booking discount if you attend more than one event:

- **Standard** Package
- **Standard Plus** Package
- **Premium** Package

All package pricing and details of what is included in each package can be found at

www.cruisejobfair.com/exhibitors/packages/

Stands consist of 1 or 2 tables with seating and reserved floor space. Each stand will be positioned with a wall or windows behind them; however, no banners or posters may be fixed to the wall. Please use free-standing banners or stand backgrounds.

Package and Multi Discount Booking

Once you have selected your package, please visit: www.cruisejobfair.com/exhibitors/booking/ and complete the online booking form. One of our team will then contact you to discuss and confirm your requirements for the day.

Stand Extras

TVs

Please let us know if you would like to book a TV with a stand for your stand. We have a limited number available to hire for the day.

40" TV with stand cost: £165 / €185

43" TV with stand cost: £185 / €210

Candidate information scanners

We will be using scanners again for 2020 as they give us much more information and data about who is attending each job fair. Each visitor will have their ticket scanned as they arrive at the venue, and they will be given a sticker which you can then scan when you meet them at your stand.



We advise you to hire a hand-held scanner for the day – enough for the number of people on your stand team, so that everyone is scanning all of the candidates that you see during the course of the day. After the event, you will receive a download of all of the information about who has visited your stand that day - saving you valuable time both on the day and with any follow up required.

You will know exactly who your team has spoken to, where they are from, whether they have cruise experience, which departments they are interested in, and you can download copies of their CVs (for those that have uploaded their CV prior to the event).

The cost to hire one scanner and receive all of the data post event is **£85**. Every additional scanner for your stand would be **£10**. Please contact us as soon as possible if you are interested in adding this service to your stand.

Cost for 1 hand-held scanner and data: £85 / €95

Each additional scanner: £10 / €12

Networking Pass

The Networking Pass allows professionals working within the cruise industry to visit the job fair and meet colleagues and partners from other companies.



Please note: anyone who networks at the event without a valid pass will be asked to leave.

Cost: **£100** per person

All prices are exclusive of VAT.

Venue Information

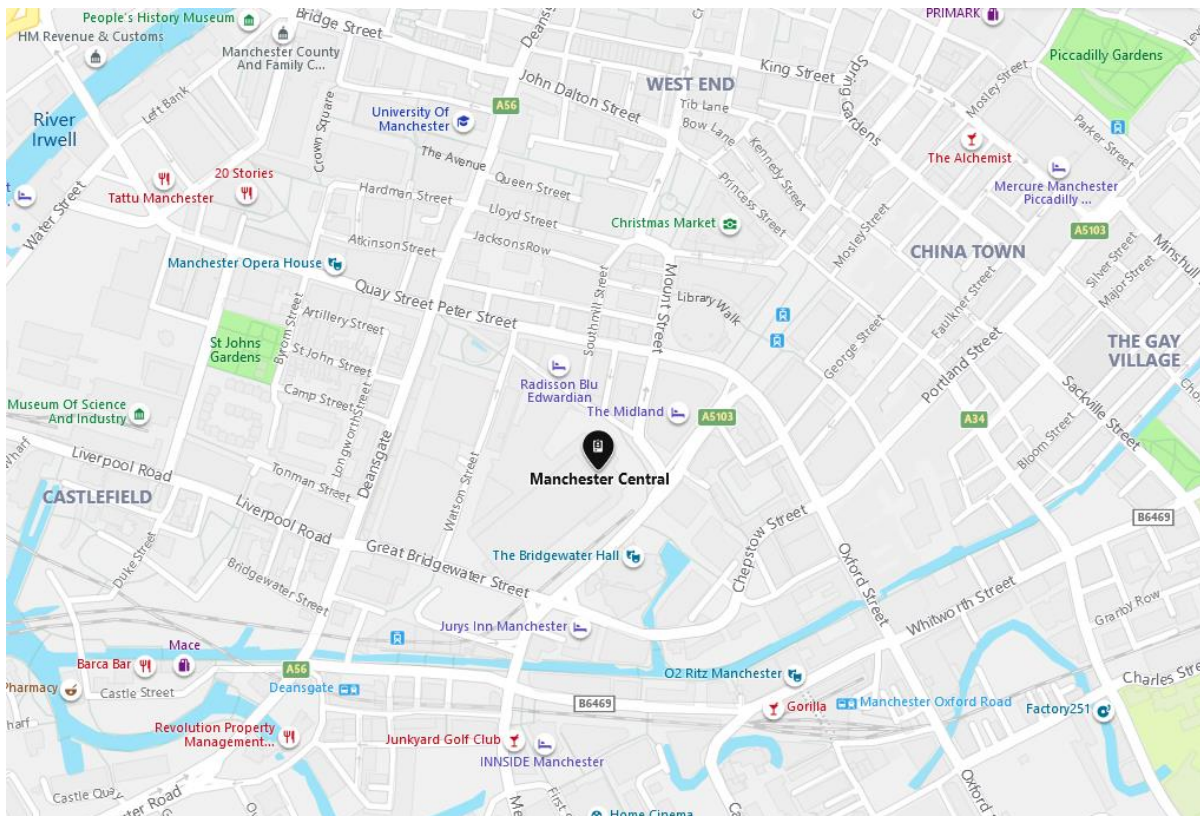


Manchester Central Convention Complex
Windmill Street
Manchester
M2 3GX

Location

The Manchester Central Convention Complex is an iconic venue located in the heart of the city and is easily accessible by a variety of methods which are detailed below.

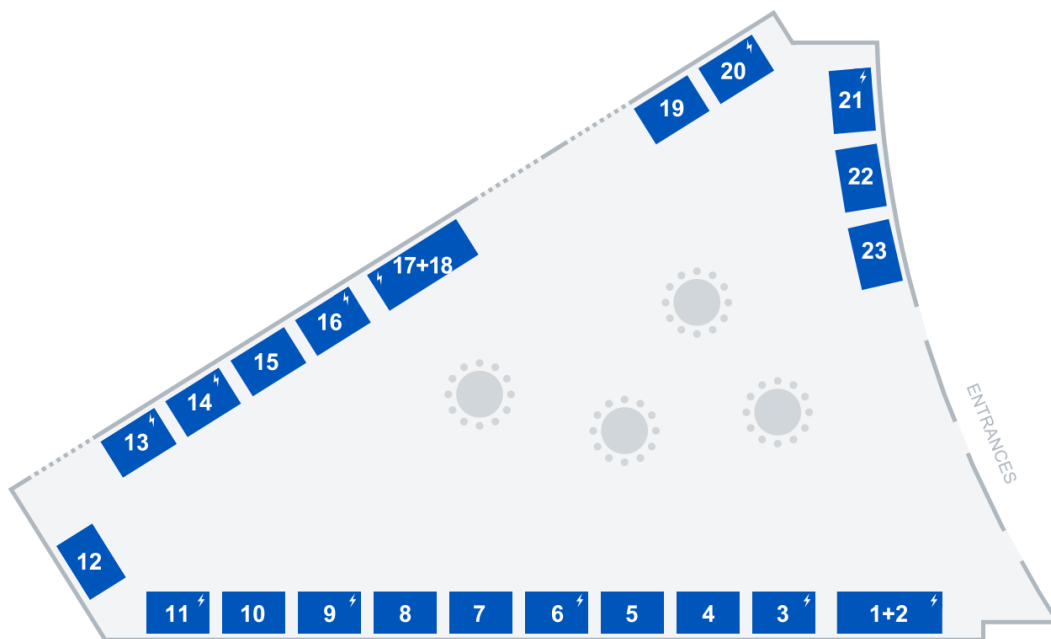
Visit <https://www.cruisejobfair.com/manchester/directions/> for more detailed information about the venue's location.



Floor Plan

The final layout will be confirmed prior to the event date. An updated version of the venue floor plan with a list of exhibitors, their booked stands and available stands can be viewed online:

<https://www.cruisejobfair.com/exhibitors/manchester/>



Travelling to the Venue

By air

From Manchester Airport, the city is approximately 25 minutes away by taxi or just 20 minutes via the half-hourly express rail service (tickets £3.00-£4.00).

By rail

It takes a little over two hours to reach Manchester from London and Manchester also has direct connections to most major UK cities. Services arrive at Piccadilly or Victoria stations where passengers can connect with Metrolink trams for easy access to the city centre.

Manchester Central is a 20 minute walk from Piccadilly Station or just five minutes by taxi. Alternatively, catch a connecting train to Oxford Road Station - just five minutes from Manchester Central on foot.

By car

Manchester's M60 orbital motorway provides easy access from north, south, east and west.

M6 (from south – Stoke-on-Trent, Birmingham)

Leave the M6 at junction 19, just after Knutsford Services. Follow the A556 towards Altrincham and pick up the M56 towards Manchester Airport. Follow the motorway onto the A5103 (Princess Parkway), then follow signs for Manchester Central, Petersfield.

M6 (from north – Preston, Blackpool, Carlisle)

Leave the M6 at junction 21a for the M62 towards Manchester. At junction 12, join the M602 and continue to the end of the motorway (Regent Road Roundabout, Salford). Follow signs to the city centre along Regent Road, and then to Manchester Central, Petersfield.

M62 (from west – Liverpool)

At M62 junction 12, join the M602 and continue to the end of the motorway (Regent Road Roundabout, Salford). Follow signs to the city centre along Regent Road, and then to Manchester Central, Petersfield.

M62 (from east – Leeds, Yorkshire)

At M62 junction 18, join the M60 west-bound. Take junction 17 onto the A56 (Bury New Road) and follow signs to the city centre, and then to Manchester Central, Petersfield.

M56 (from west – North Wales, Chester, Ellesmere Port)

Follow the M56 past Manchester Airport. Continue onto the A5103 (Princess Parkway), then follow signs for Manchester Central, Petersfield.

Parking

Manchester Central's on-site NCP car park is open 24 hours and the most convenient option.

By public transport

On arrival in Manchester you can walk to Manchester Central, catch a Metroshuttle bus, Metrolink tram or take a taxi.

Metroshuttle buses are free and link the city centre's main rail stations, shopping areas and businesses.

The nearest **Metrolink tram** stop to Manchester Central is St Peter's Square and from there it is just a few minutes on foot. Metrolink runs every few minutes from early morning until late in the evening. You don't need a timetable, just turn up, buy your ticket and the next Metrolink will be along shortly.

On-Site Facilities

Refreshments

A pop-up café will be provided which will serve coffee, refreshments, sandwiches and snacks throughout the day.

Cloakroom

The cloakroom is free of charge.

Internet Access

Manchester Central is fully wireless enabled and visitors, delegates and exhibitors can access the hi-spec 5 mbps Wi-Fi for free.

Event Schedule

The event will be opening its doors to visitors from 11:00am until 16:00pm.

Build-up & Break-down Times

Exhibitors will have access to the hall between 9:00 – 10:00 am on the day of the show to set-up their stands.

Visitors with networking passes will be admitted from 10:00 am.

Break down of stands must be carried out between 16:00 – 18:00 and must be completed by the end time as the hall will then be closed.

Any items left on stands at the end of the day will be deemed as rubbish and disposed of by the venue, and the exhibitor will be charged for this service if required.

All portable electrical appliances that are brought on-site should have been recently PAT tested and bear a current PAT test certificate.

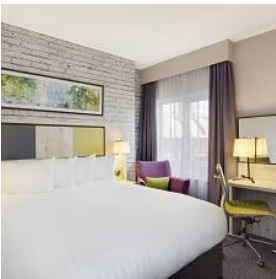
Accommodation

Several hotels are within a walking distance from the venue, including the following:



Premier Inn Manchester Central

from £36 pppn



Jurys Inn Manchester

from £73 pppn



Premier Inn Manchester City Centre

from £36 pppn



Hotel Novotel Manchester Centre

from £71 pppn

Deliveries and Collections

Instructions on delivering and collecting your materials will be given closer to the event date. Please check for an updated version of this document then.

We will also email the instructions to all companies that book their stand at this event.