



British Inherited Metabolic Disease Group

Annual Symposium 2025

John McIntyre Conference Centre, The University of Edinburgh



Tuesday 17 - Wednesday 18 June 2025

Additional Supporter & Exhibitor Information

Welcome



British Inherited Metabolic Disease Group

The British Inherited Metabolic Diseases Group (BIMDG) Annual Symposium is a cornerstone event for healthcare professionals, researchers, and academics dedicated to the field of inherited metabolic diseases.

This gathering provides a unique platform for multidisciplinary collaboration, with specialists in clinical practice, research, and patient care coming together to discuss the latest advancements in diagnosis, treatment, and management of metabolic disorders.



Venue & Accommodation



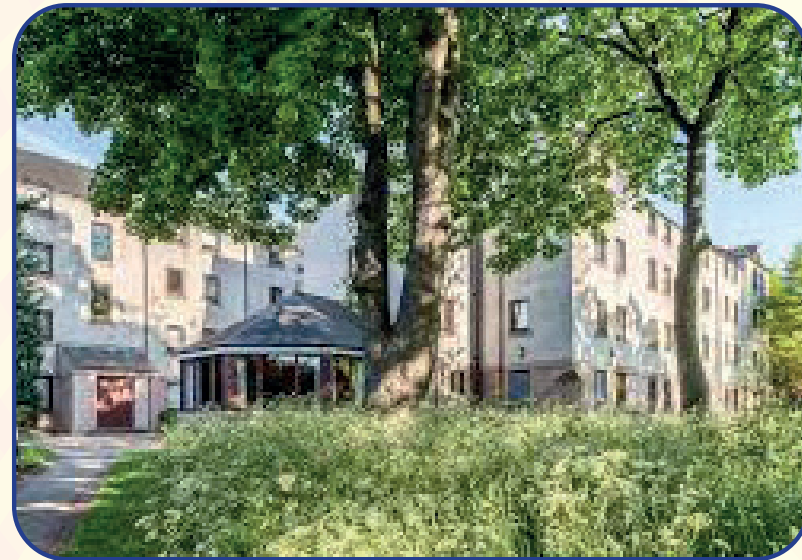
British Inherited Metabolic Disease Group



John McIntyre Conference Centre
Pollock Halls
18 Holyrood Park Rd
Edinburgh
EH16 5AY

The conference and exhibition will take place at John McIntyre Conference Centre. Located in the vibrant Southside of Edinburgh and nestled on the edge of Holyrood Park - a city space unlike any other with dramatic hills and crags shaping Edinburgh's iconic skyline.

We are holding a number of hotel rooms at the The Scholar Hotel & Chancellors Court - UOE Accommodation. These can be booked via the portal.



Getting to JMCC by Bus, Rail & Air

By Bus: Edinburgh's primary bus terminal is at St Andrews Square, offering connections across the UK. For routes, visit: [National Express](#) or [City Link](#). For local services, check [Lothian Buses](#).

By Train: Edinburgh boasts two railway stations although we recommend using Waverley Station, Check [Scot Rail](#) for more information:

- Waverley Station: 1.4 miles from JMCC, with direct routes nationwide.

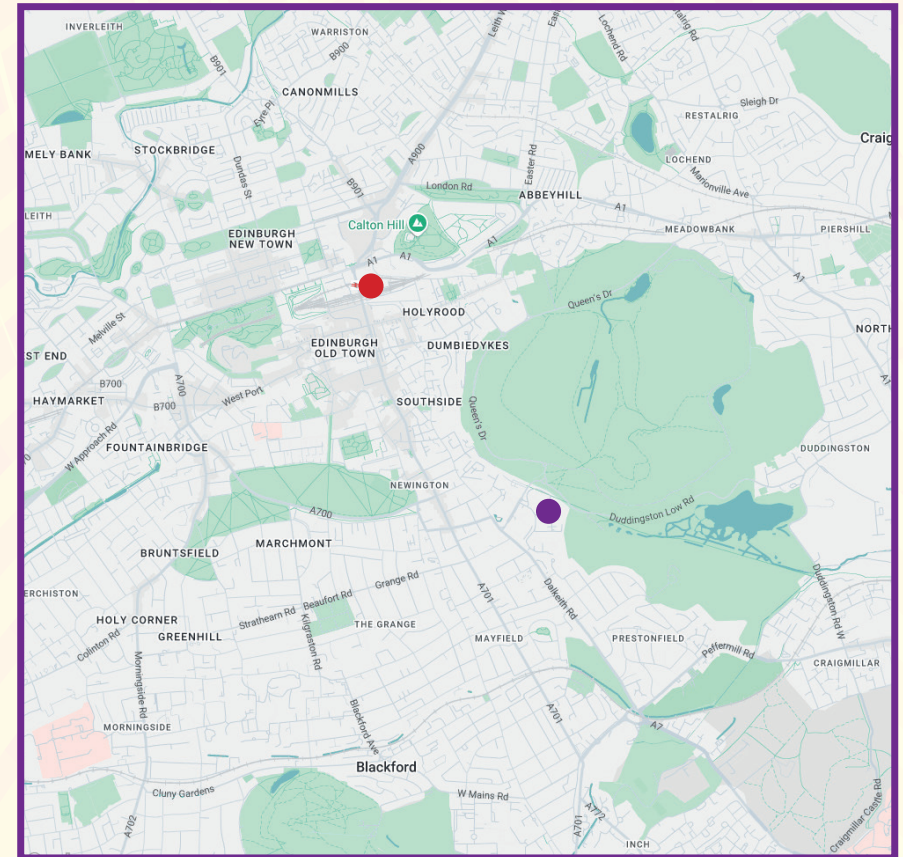
From Waverley a taxi will take 5-10 mins. For a bus from Waverley you should exit the station on to Princes Street and turn right. Cross to the other side of North Bridge and turn right on to the bridge. From the first bus stop, take a number 14, 30 or 33 to the Commonwealth Pool Stop. Turn back along the way you have come and turn right on to Holyrood Park Road and you will see Pollock Halls on your right. This is likely to take about half an hour.

From Edinburgh Airport by Bus: Take Airlink 100 for a frequent service to the city centre. Visit [Lothian Buses](#) for more info.

Travelling to Edinburgh by Plane: Edinburgh has one of the UK's fastest growing airports and new flights are always being added. Edinburgh Airport is 8 miles away. A taxi from Edinburgh Airport to the venue should cost £25/£30. There is a bus from the airport to Waverley Bridge ("Airlink"), from there, see above for directions from Waverley (the station).

For more information on which airlines and destinations connect to Edinburgh visit www.edinburghairport.com.

Location Map



● Train Station ● JMCC

Before Monday 30 May 2025

- Register Stand Representatives (Complimentary & Additional)
- Please confirm your arrival time for setting up your exhibition stand
- Supply stand build information / plans
- A4 Full Page Digital Portrait Advert
31cm x 23cm with no visual bleed, saved as pdf, jpg, or png
- Conference App scrolling banner advert (only applicable to Platinum & Gold Supporters)
250 (H) x 1140 (W) pixels saved as jpg or png
- Conference App alert to all delegates, on the day of your symposia - please let us know what you would like to say! We advise a word limit of around 30 words for the Conference App Alert. (only applicable to Platinum & Gold Supporters)

Venue

John McIntyre Conference Centre
Pollock Halls, 18 Holyrood Park Road, Edinburgh, EH16 5AY

Stand Specification

- Promotional exhibition space
 - Platinum Supporter - 3x3m (Space only)
 - Gold Supporter - 3x2m (Space only)
 - Silver Supporter - 2x2m (Space only)
- 6ft trestle table/s (if required)
- Chairs (if required)
- Black Tablecloths (if required)
- Wi-Fi
- Power

Complimentary Registrations

- Please submit your complimentary attendee names via the Exhibition Portal linked [here](#) by Monday 30 May 2025. Simply login and click the 'Existing Bookings' tab at the top of the page and you will see the registrations listed 'Complimentary Registration 1, 2, 3' etc.

Additional Representatives

- If you wish to invite any additional representatives, outside of your complimentary allowance, these individuals must book via the online registration form and select the 'Additional Exhibitor' rate @ £140 inc VAT for 2 days.
- Additional representatives can book [here](#). Please submit your additional attendee names by Monday 30 May 2025.

Please specify any dietary or accessibility requirements during the registration process

Exhibitor Build Timings



British Inherited Metabolic Disease Group

Monday 16 June 2025

Exhibitors can have access from 11.00 - 16.00 to setup

Tuesday 17 June 2025

Exhibitor set up from 07.15 - 08.00

Delegate registration and exhibition open from 08.15

Exhibition closes at 17.00

Wednesday 18 June 2025

Delegate registration and exhibition open from 08.00

Exhibition closes at 16.00

Any remaining items will be removed and either destroyed, or stored at the exhibitor's expense.

Programme subject to change.

Exhibitor Build Information



British Inherited Metabolic Disease Group

Hi-Viz

During build up & breakdown periods, everyone in the exhibition area must ensure they are wearing the correct PPE, to include Hi-Viz Vests and suitable footwear as a minimum – please be aware that these are not provided by the venue and exhibitors must bring their own.

Breakdown

For safety reasons, breakdown must not commence before the official end of show time as stated and until all visitors have left the exhibition area.

Exhibitor Deliveries

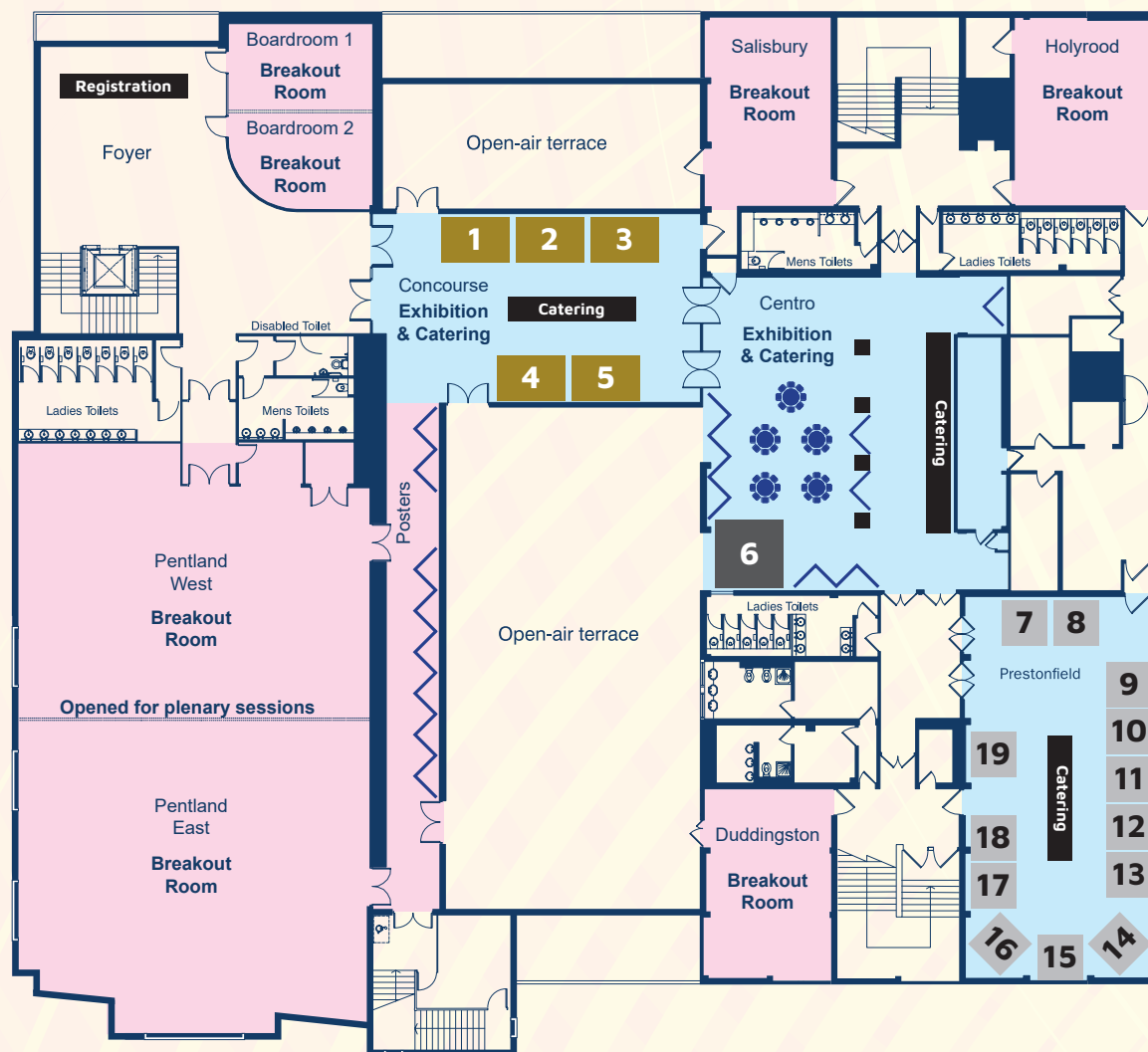
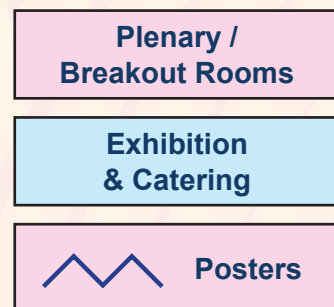
For any deliveries, whether this be deliveries by courier or exhibitors during the event can not be made before Monday 16th June. Access to the exhibition area is via the main venue foyer and via a lift (more information available on page 14) When de-rigging and taking equipment back out of the building, the same route must be taken unless confirmed otherwise. See page 13 for more information.

Health and Safety

For safety and security reasons and to assist access for other exhibitors please ensure gangways are clear of stand materials as far as possible during set-up and break down, and the duration of the exhibition.

Floor Plan

Key



Stand Options

Gold Stands
3m x 2m
1,2,3,4 & 5

Platinum Stand
3m x 3m
6

Silver Stands
2m x 2m
7,8,9,10,11,12,13,14,
15,16,17,18 & 19

All packages include refreshments during the day.

Please do not publicise your stand number in pre-event marketing as they are subject to change.

Please note all exhibitors are subject to approval of the BIMDG Committee who reserve the right to refuse.

This plan is subject to change by the organisers.

IMPORTANT INFORMATION FOR EXHIBITORS

This page is only relevant if you are building a complex stand / bringing your own structure.

Exhibitors are required to submit the following:

- Full Stand Plans
- Risk Assessment
- Method Statement
- Construction Phase Plan
- Public Liability Insurance

If you have an exhibition stand, but are not carrying out a bespoke stand build, (i.e. table top exhibition) this must be communicated to KC Jones conference&events.

Failure to submit the above information or failure to obtain stand build approval may result in stand construction being halted, changes imposed, or disassembly required at the exhibitor's own expense.

Stand Build Regulations

Stand walls or decorations cannot exceed a height of 2.8m due to the ceiling height. Walls must not overshadow or interfere with neighbouring stands without written prior approval from the organiser.

No more than 50% of an open side can be walled. Any walling exceeding 40% must be set back a minimum of 0.5m from the open perimeter of the site.

The stand must not extend beyond its specified floor dimensions in either area or materials.

If you are employing a contractor to build your stand, it is essential that your contractor is fully aware of their responsibilities and that all work must comply with the rules and regulation.

Construction Design and Management Regulations

As of April 2015, all events in the UK are now subject to legislation: The Construction Design and Management Regulations 2015. This will involve all exhibitors, or their appointed contractors, submitting a Construction Phase Plan, that will encompass the Risk Assessment and Method Statement that they have previously required for stand construction.

Further details can be found here: www.cdm4events.org.uk

Electrics

Each stand will be supplied with 1 x household power socket, this will either be by power sockets on the wall or via extension leads.

Exhibitor Deliveries & Collections

If you are having anything delivered directly to the venue, they must be addressed as follows:

COMPANY NAME & STAND NUMBER

BIMDG 2025, 16 - 18 June 2025

FAO - Scott Abbott

Hospitality and Events Collection

The University of Edinburgh

Pollock Halls Main Reception

18 Holyrood Park Road, Edinburgh, EH16 5AY

Please include the box number i.e. 1 of 4 etc.

If you are going to be making a delivery directly to the venue, please could you inform us via email bimdg@kc-jones.co.uk ASAP.

All exhibitors must observe the delivery times and ensure deliveries arrive no earlier than Monday 16 June 2025. Exhibitors will need to be onsite to receive the deliveries and take them to their stands.

Any deliveries that arrive before this date may be refused as storage space is limited.

The John McIntyre Conference Centre, BIMDG or KC Jones conference&events cannot be held responsible for any deliveries which are not addressed correctly. If shipping from outside the UK, we recommend that you ship via a Customs Agent, as the venue cannot get involved in any customs issues.

Please note that during the event, under normal circumstances, no goods may be delivered to or removed from stands during the open hours of the exhibition. If this is necessary, permission must be sought from KC Jones conference&events.

Access / Deliveries



British Inherited Metabolic Disease Group

Post Show Collections

If you are leaving deliveries to be collected, they will need to be taken Reception Centre with the relevant pickup information given. If these goods are not collected we will dispose of the boxes within 5 days if we have no contact.

It is your responsibility to ensure that couriers collect by close of business on Tuesday 25 June 2025.

Lift Access

For the exhibition space there is lift in the foyer space with the following dimensions and weight limit.

Door width: 900mm

Lift height: 2100mm

Door height: 2000mm

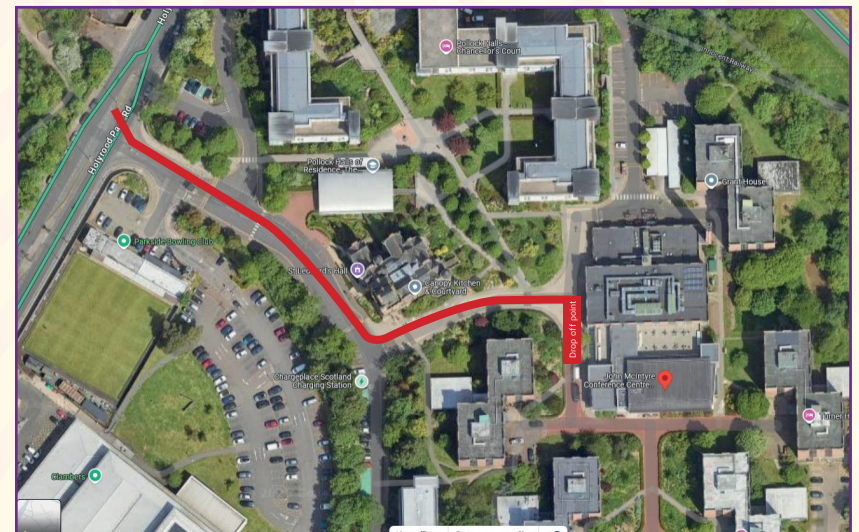
Lift width: 1500mm

Lift length: 1550mm

Lift maximum weight: 1000kg

Drop off / Pickup of exhibition stands

Access to the John McIntyre Conference Centre is shown across



Attendance at the Conference

Exhibitor passes are only available for confirmed registrations as agreed in your package, we will be in touch in due course to obtain these details, if these haven't been supplied at the time of booking. Should you wish to substitute any exhibitors, please get in contact with us. **Please note: Pharmaceutical company attendance is not permitted during the parallel sessions.**

Emergency Exits, Routes and Assistance

Evacuation routes/emergency exits must not be blocked at any time. Under no circumstances is this acceptable. No displays, posters or similar materials which might interfere with sight lines or fall down in the event of fire may be hung in evacuation routes or their vicinity.

Fire stations must be visible and accessible at all times. They must not be covered or blocked. Fire stations can be fire hoses, fire extinguishers or fire alarm points.

Expected numbers

We currently are expecting approximately 180-200 delegates at the conference.

Fire Prevention

Temporary furnishings and decorations must be in non-flammable materials, or fireproofed in line with the relevant regulations. Flammable gases/liquids/objects may not be used or stored indoors without relevant documentation and approval from the KC Jones conference&events. Use of fire or naked lights (including candles) is strictly prohibited.

General Information



British Inherited Metabolic Disease Group

First Aid

Any person requiring first aid treatment should contact the onsite Event Team.

Health and Safety

The exhibition area(s) is classed as a building site during build up and break down. During this time, all exhibitors and their contractors must comply with rules regarding PPE, particularly with respect to the wearing of high visibility vests at all times. **At no time will children under the age of 16 be permitted in the halls during build up and breakdown.**

Insurance

Exhibitors must ensure all necessary insurance cover for damage to their own goods and for possible liability in respect of injury to third parties or damage to third-party property, including the property of the venue. Public liability insurance is also required.

Presentations on Stands

Exhibitors must ensure that neighbouring stands are not obstructed or disturbed by the use of audio and audio visual equipment, working machinery or other presentations.

Public Address System

The public address system is for official announcements only and is not available to exhibitors for publicity purposes or individual messages.

Playing Music on Stands

If you intend to play recorded background music on your stand during the course of the exhibition, you are required by law to obtain music licenses.

Phonographic Performance Ltd (PPL) administers licensing of sound recording for most recorded music played within the UK. It issues a license and levies a tariff on the broadcast and public performance (which includes exhibition stands) on behalf of the record companies.

Performing Rights Society (PRS) administers licensing of sound recording and performances for most music played in the UK. It issues a license and levies a tariff on the broadcast and performance (which includes exhibition stands) on behalf of the writers and publishers of music.

Exhibitors are solely responsible for obtaining any license required to play music on their stand. These can be obtained by contacting PPL and PRS direct.

It is recommended that licenses are applied for a minimum of 28 days prior to the event open date.

PPL: Applications can be made online via the PPL website: www.ppluk.com

PRS: Applications can be made via the telephone: 0800 068 4828. Further information can be found via the PRS website: www.prsformusic.com

General Information



British Inherited Metabolic Disease Group

Programme of Events

Please visit the [event website](#) to view the full programme

Security

Security is provided within the venue during the conference, however, the John McIntyre Conference Centre, BIMDG or KC Jones conference&events accept no responsibility for any loss or damage to personal belongings or equipment and advise that exhibitors and their contractors are adequately covered.

Smoking

Smoking within the John McIntyre Conference Centre is strictly prohibited and must take place in the designated outdoor areas. Cigarette end bins are available at all designated smoking areas and must be used.

The use of e-cigarettes/vaping devices is strictly prohibited indoors.

General Information



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Vehicle Parking

Set in the shadow of Arthur's Seat and right next to the beautiful Holyrood Park it is conveniently located for all public transport links, but should you wish to drive, it also has the benefit of on-site complementary car parking. The campus is a 15-minute walk from the Royal Mile and a 5-minute taxi journey from Waverley Station.

Wi-Fi

Wi-Fi is free throughout the venue.

Liability notice

Supporters exhibit entirely at their own risk. Neither the John McIntyre Conference Centre, BIMDG or KC Jones conference&events will be held responsible for damages, loss or theft incurred by the exhibitor, visitors or by any other person.

The exhibitor is responsible for damages to the John McIntyre Conference Centre and property thereof, to individuals, whether the damage is caused by them, their staff or their installations. The John McIntyre Conference Centre, BIMDG or KC Jones conference&events assumes no responsibility for objects exhibited, nor for any damage caused by third persons to said objects.



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For further information please visit the Conference website: www.bimdgconference.co.uk

Managed and payment processed by:

KC Jones conference&events

1 Duffield Road, Little Eaton, Derby, DE21 5DR

Or contact the team on: 01332 947072

e: bimdg@kc-jones.co.uk

www.bimdgconference.co.uk