

FAQs for Overseas 2018 International Business Festival Delegates

Why attend?

Taking place from 12-28 June 2018, the 2018 International Business Festival is built around a programme of high quality events for international delegates on 9 themed days over the 3 weeks. Each themed day will explore key questions and future challenges through a series of conferences, expert panels, practical workshops and high-profile keynote presentations. Businesses, trade organisations, cities and countries will have the opportunity to purchase an exhibition stand in the International Marketplace to showcase their respective services, products and opportunities.

Key reasons to attend include:

- Free specialist advice by industry experts to help you gain knowledge of new markets, take you through the journey to export and overcome barriers to growth;
- The opportunity for face-to-face meetings for businesses seeking investors or partners;
- It is a unique chance to learn from and share new ideas with the world's foremost businesses, listen to internationally renowned speakers and attend world-class events.

Who are my main contacts for 2018 International Business Festival?

As an international delegate, your main points of contact will be:

- Christine Vaudrey is the main contact for delegations: +44 (0)151 600 2920, cvaudrey@thebusinessfestival.com
- Chris Koral for delegations from China and South East Asia: +44 (0)151 243 9266, ckoral@thebusinessfestival.com
- Portia Dodds is the main contact for general delegation enquiries: +44 (0)151 600 2926, pdodds@thebusinessfestival.com

How much does it cost to attend the Festival for international delegates?

There is a charge to attend the 2018 International Business Festival at the Exhibition Centre Liverpool, the venue where all Festival activity takes place.

Individual members **will** need to buy a ticket to attend the Festival. Please follow this [link](#) for information on Day Tickets and Festival Passes.

Members as part of an official international delegation will **not** need to purchase a ticket.

International delegates who have purchased a Marketplace stand will be provided with **two free** passes to attend the Festival. They are welcome to purchase more tickets if they need to. Please follow this [link](#) for information on Day Tickets and Festival Passes. If you would like to purchase a Marketplace stand please email pdodds@thebusinessfestival.com

Members of delegations approved through the Fly to Buy programme will **not** need to purchase a Day Ticket or Festival Pass. For questions concerning Fly to Buy please see below or email flytobuy@thebusinessfestival.com

Are all the events free for international delegates? If not, how much will they cost?

Some of the Festival's events will be subject to a fee. Please check the events page on the 2018 International Business Festival website here for more information.

Can I attend an event if I haven't registered for it?

That will depend on whether the event is fully booked or not. We recommend you register first to avoid disappointment. Please see the events page on the 2018 International Business Festival website here where you can find information on and register for all Festival events.

Will there be live interpretation of speeches at the 2018 International Business Festival events?

Check with the event organiser. You can also contact the Festival events team who will review translation requests on a case-by-case basis. If you think you will require translation services, please contact Aimee Welsh on awelsh@thebusinessfestival.com

What is Fly to Buy?

This is a scheme open to the organisers of international delegations comprising 5 or more businesses. Applications will be subject to an appraisal process, please note not all Applications may be successful.

The scheme will provide successful applicants with grants of

- up to £2,500 (British Sterling Pounds) for delegations originating outside of Europe delegation
- up to £1,500 (British Sterling Pounds) for delegations originating within Europe.

For more information, please email flytobuy@thebusinessfestival.com

Is it compulsory for all delegates supported through the 'Fly to Buy' scheme to meet at least five UK companies?

Yes. Full participation at the Festival is expected.

Are "meet the buyer/investor/supplier" events open to all companies?

The Festival's main "meet the buyer/investor/supplier" events are open to everyone and attendance is free. Other similar events at the Festival, delivered by independent event providers, may have a charge.

How do we get help or ask questions while at the Festival?

Volunteers and staff will be at the Festival throughout, and will be more than happy to help you and answer any questions you may have. Many of our volunteers speak a range of languages.

Will we be able to visit companies during our stay in the UK? If so, how do we set this up?

The Host City region is preparing sector tours which will be available throughout the Festival to showcase the most innovative companies across the region.

Details of the sector-tour programme will be available nearer the time.

If you would like to be involved in the sector tours and visiting other companies in the UK, please contact us on info@thebusinessfestival.com and reference Sector Tours.

I am interested in establishing a business in the UK – what help is available?

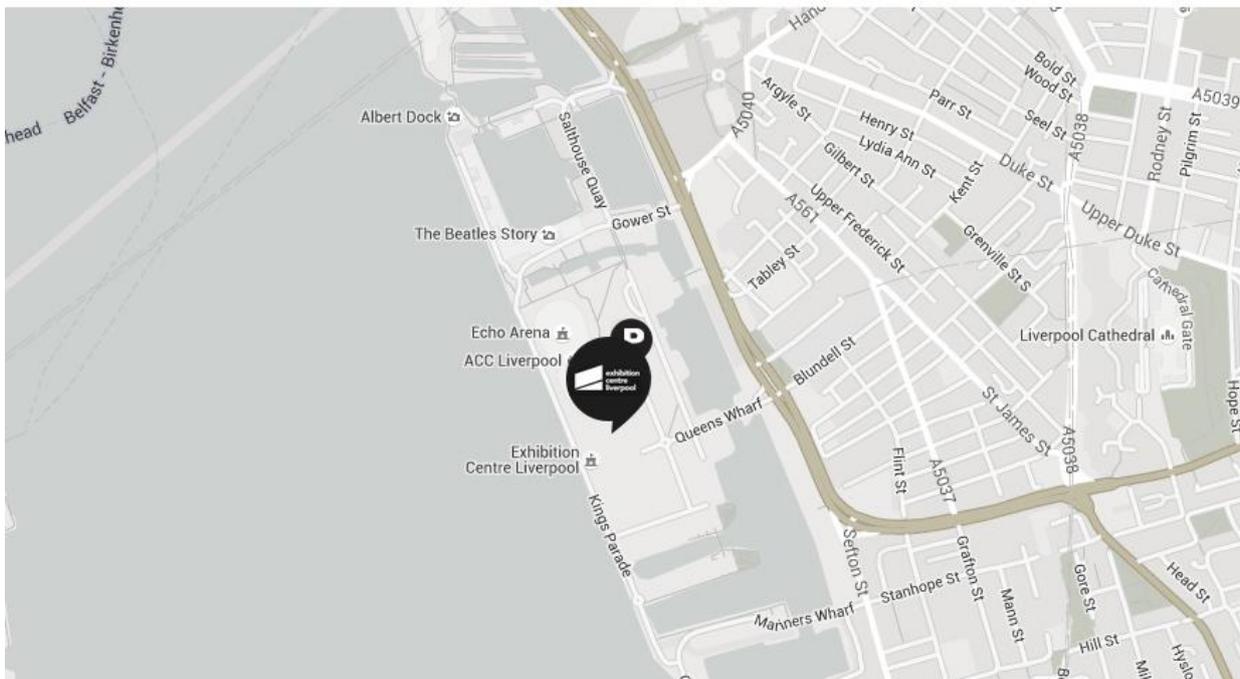
Companies seeking to set up new premises in the UK will be supported with bespoke help from local investment team members.

Do you have a programme of everything happening at the festival?

The schedule of events at the festival can be found on the Festival website here. This is being updated all the time, so make sure you sign up to the website to receive updates.

Do you have a map of the festival venue?

Exhibition Centre Liverpool is highlighted on the map below. Please also see the comprehensive map of Liverpool city centre attached. You can find more information on the location of the venue on [Exhibition Centre Liverpool's website](#).



Can I hire a meeting room or space for a promotional event at the venue?

There is some space available to hire, including lounges, a boardroom and a riverside terrace (there is a charge for each). Contact Derek Wood on +44 (0)20 7947 4350 or dwood@thebusinessfestival.com for more information.

Is lunch provided at the festival?

This depends on whether you are attending a specific event that provides lunch for its guests. Otherwise, there are plenty of options that cater for all dietary requirements, where you can buy hot and cold lunches, all within the venue itself.

Can companies exhibit at the Festival? If so, how much will it cost and which other companies will be exhibiting?

This would be possible but depends on availability. Please contact Derek Wood for more details on +44 (0)20 7947 4350 or dwood@thebusinessfestival.com. We encourage all visiting companies keen to explore new business opportunities to do this through the [IFB2016 Business Club](#). Here you will be able to profile your company and specify what you are looking for, for example a buyer for your product. This will start a business-matching process designed to bring companies with similar interests together and enable them to meet during IFB2016. These one-to-one meetings will offer much greater value than simply exhibiting at the festival.

Which countries will be represented at 2018 International Business Festival delegates?

98 countries were represented at IFB2016, with 2018 promising similar levels.

Can I see a list of companies registered for the 2018 International Business Festival?

By registering for the Festival you will have access to limited details of the companies attending via the registration platform. Here you will be able to connect with and arrange meetings with other delegates.

Do I need to apply for a visa? If so, how?

Find out on [GOV.UK](https://www.gov.uk).

I would like an invitation letter to support my Visa application to attend the International Business Festival. Can you help?

We cannot issue invitation letters for delegates to attend the Festival. Once you register for an event at the Festival you will receive a confirmation email and have access to your online itinerary. You can provide copies of these as support evidence for your Visa Application.

Where should I stay and how do I book a room?

The International Business Festival is proud to offer the services of the Liverpool Convention Bureau, which offers accommodation advice and helps with bookings for groups of five delegates or more. They will cater to your needs and budget, and will streamline the process of staying in Liverpool for you. Please contact Kate Currie for more information at kcurrie@marketingliverpool.co.uk For smaller groups and individuals, [Visit Liverpool](https://www.visitliverpool.com) has information on all types of accommodation in the city. The Convention Bureau can also assist you if you are looking for a private venue space.

How do I get from my hotel to the venue?

You can use Mersey Travel's journey planner [here](#) to plan your route to the venue, which is served by numerous bus networks terminating at Liverpool One shopping centre, which is a five-minute walk away.

For those driving to Exhibition Centre Liverpool, the 1,600-space multi-storey Liverpool Waterfront Car Park is an integral part of the site campus and just a few minutes' walk away. It is fully secure and open 24 hours a day, seven days a week.

How do I get around the city?

Getting around Liverpool is easy, with a comprehensive public-transport network and taxis. Visit the [Mersey Travel website](#) for more details.

How do I get to other places in the UK from Liverpool?

Liverpool is served by a direct train from London Euston, operated by Virgin Trains. The journey is just over two hours, and takes you straight to Liverpool Lime Street station, making the trip from London to Liverpool incredibly easy. There are direct services from Lime Street to other major UK destinations including: Manchester Piccadilly, Manchester Oxford Road and Birmingham New Street. Fast and easy services to Edinburgh and Cardiff are also accessible via Liverpool Lime Street Station. For Edinburgh and Glasgow, a quick change at Wigan North Western is needed, and for Cardiff, a quick change at either Chester or Manchester Piccadilly is needed.

You can also get around the UK by coach ([National Express](#) and [Megabus](#)), or you can drive, which takes roughly four hours from London.

How do I get from London Heathrow/London Gatwick/Manchester airports to Liverpool?

As mentioned, getting to Liverpool from London couldn't be easier with a direct two-hour train from London Euston, operated by Virgin Trains. From Heathrow you can get the Heathrow Express to central London (Paddington Station) in 15 minutes, or the Piccadilly line underground train. Gatwick is served by the Gatwick Express, which takes you to central London (Victoria Station) in half an

hour. From there you can get the Underground tube to London Euston station. Please visit the [TfL website](#) for more information on planning journeys within London.

Manchester Airport is approximately a 45-minute drive away from Liverpool, and you can take a taxi or coach ([National Express](#)). [You can also take a train from Manchester Airport to Liverpool Lime Street.](#)

What else can I do in Liverpool aside from attend the International Business Festival?

Liverpool is a diverse and exciting city which has plenty to offer visitors. It boasts a beautiful waterside, world-class shopping, restaurants and nightlife, and a rich history. Take a look on the [Visit Liverpool](#) website for more information.

Who will cover my costs while at the Festival?

Delegates must cover their own costs while at the festival.

Which are the good bars/restaurants in Liverpool?

Liverpool is host to some of the best restaurants, bars, bistros and cafes found anywhere in the UK. Within its lively streets you can explore cosy cellar bars, live music bars, family-friendly pubs, award-winning restaurants and quirky cafes offering a delicious mix of dishes and cuisine. Of course, international food features heavily on the Liverpool menu, but you can discover local recipes too – including Scouse, a delicious lamb or beef stew from which the nickname for Liverpoolians comes from. Check out the [Liverpool One website](#) for the list of restaurants in Liverpool One, just a short walk from Exhibition Centre Liverpool, as well as the [Visit Liverpool](#) website.