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VERY

# EXHIBITOR INFORMATION

Location specific information for  
UCAS Discovery Lanarkshire

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# EXHIBITING AT

**EVENT:** UCAS Discovery Lanarkshire

**DATE:** Wednesday 10 September 2025

**OPENING TIMES:** 09:30 – 15:00

**VENUE:**

UWS Lanarkshire Campus

Hamilton International Technology Park

Stephenson Place

South Lanarkshire

G72 0LH



# EVENT INFORMATION

## ACCESSIBILITY

There is ground level access into the venue and around the exhibition. There are 3 lifts from –1 and –2 car parks.

## ACCOMMODATION

Please find below details of hotels in the vicinity of the venue:	<a href="#"><i>Bothwell Bridge Hotel</i></a>	<i>01698 852246</i>
	<a href="#"><i>The Parkville Hotel</i></a>	<i>01698 822861</i>
	<a href="#"><i>Holiday Inn Express Hamilton</i></a>	<i>0871 902 1634</i>
	<a href="#"><i>Premier Inn Hamilton</i></a>	<i>0330 175 9009</i>
	<a href="#"><i>DoubleTree by Hilton Hotel Strathclyde</i></a>	<i>01698 395500</i>

Please note that these hotels are just a guide for exhibitors, and are not recommended by UCAS.

## CATERING

The coffee shop and restaurant (both located in the west side of The Street) will be available for you purchase refreshments, snacks, and lunch. As lunchtime can be busy, it is advisable to purchase lunch in advance. Purchases can be made via card only.

The event will not close for lunch. If you're a lone exhibitor and don't want to leave your stand during the day, we have event staff who will be happy to fetch you any refreshments, if they are able to do so. Water fountains can be found in the corridors outside the toilet facilities.

## TOILET FACILITIES

Toilet facilities can be found in various locations, see map on page 7.



# EVENT INFORMATION

## FIRST AID

If you sustain any personal injury, or are present when an accident occurs, please ask for assistance from the organisers.

## INTERNET

Eduroam will work for anyone with an institutional e-mail address.

Non-Educational visitors can use the guest wifi: UWS\_Guest WiFi password is: UWS Welcome

## SCANNING

To take advantage of lead scanning at this event, you need to download the Smartlead UCAS and have purchased scanning for the UCAS Discovery events. You will need a license code per device per event which are assigned to you when you purchase the scanning. Make sure your staff at the event have been provided with the license codes.

You will find a guide to setting up your device and how to manage your data in the [Exhibitor zone](#) along with a Scanning Instructions document that you can share with your staff attending the event. Hard copies are also provided on your stand. A member of the UCAS team will be on hand at the event to support you or you can call 01242 544808 or email [events@ucas.ac.uk](mailto:events@ucas.ac.uk).

## RISK ASSESSMENTS

All exhibitors need to provide a risk assessment for your stand build and any activities that will be happening on your stand. Please send this through to [Liz.Ray@ucas.ac.uk](mailto:Liz.Ray@ucas.ac.uk) least 4 weeks before the exhibition date. The event organiser has completed a risk assessment for the event.

## QUIET ROOM

2.0.08 is available to anyone who needs a quiet place to go to during the event, this will be available to everyone attending the UCAS event. Please ask a events staff for directions.

## BUILD TIMES

Tuesday 9 September – Access for couriers and stand builders: **15:00 – 18:00**

Wednesday 10 September - Access for couriers and stand builders: **08:00 – 09:00 & 15:15 – 18:00**

If you think you might need extra time to build your stand (outside of the times stated above), please contact Laura Murdoch on 07787669054 or at [laura.murdoch@uws.ac.uk](mailto:laura.murdoch@uws.ac.uk). In some circumstances, early access to the venue on the build-up day may be given, but this is only with the advance permission of the organiser. If advance permission has not been granted, exhibitors may be turned away from the venue until the exhibitor build-up session starts.

## UNLOADING

Exhibitors and contractors can unload at the loading bay near reception. This is located next to the visitor's car park, at the top of the hill. Please call ahead to arrange access: Laura Murdoch 07787669054. Find us using [what3words](#): [///regard.even.barn](#)

Once you have unloaded, you will be required to move your vehicle to **-1 car park**.

## CAR PARKING

Exhibitor parking will be available in **-1 Car Park**. Use [what3words](#): [///votes.pushed.woes](#) to find us! As there is a barrier system in operation; one of our colleagues will be on duty, please inform them you are an exhibitor and you will be given access to the car park. Once parked, please make your way to **Level 0** where the exhibition will take place. To exit the car park, simply drive towards the exit barrier, this will lift automatically as you approach. Please note, there is a height restriction of 2.1 metres. If you are in a large vehicle, please make your way to the Visitors car park next to the unloading bay.

## DELIVERIES

The venue address for couriers is:

Exhibitor name, Stand number

UCAS Discovery Lanarkshire

University of the West of Scotland

Lanarkshire Campus

Stephenson Place

Hamilton International Technology Park

South Lanarkshire

G72 OLH

Deliveries can be made from Tuesday 9 September, 09:00 – 18:00 and Wednesday 10 September 08:00 - 09:00. Any deliveries made before this time may not be accepted by the venue and returned to the sender.

## ORGANISERS

The organisers can be found in The Street. The lead organiser is Laura Murdoch.

Before and during the exhibition, Laura Murdoch can be contacted on 07787669054 or at [Laura.Murdoch@uws.ac.uk](mailto:Laura.Murdoch@uws.ac.uk)

## STORAGE

Storage will be at your stand only.

## EXHIBITOR PASSES

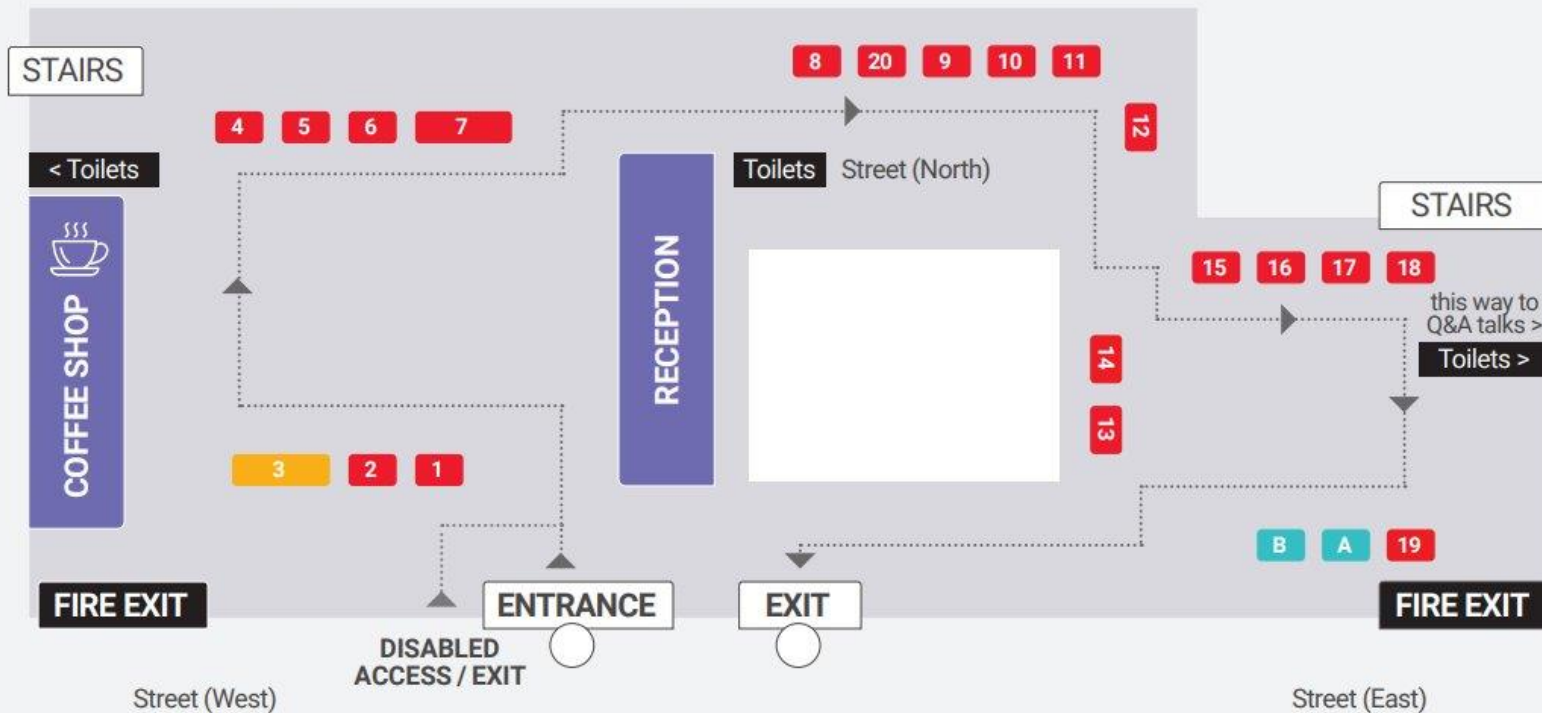
All staff attending the event should be registered on your Enet account. On the day, exhibitor lanyards must be worn at all times. Please ensure you have your exhibitor pass ready to be scanned.

## FIND YOUR WAY - EVENT MAP

## LANARKSHIRE (10TH SEPTEMBER 2025)

- Universities & Colleges
- Employers & Apprenticeships
- Information and Advice

UCAS



## UNIVERSITIES & COLLEGES

University of Aberdeen	10
Abertay University	1
City of Glasgow College	13
University of Dundee	18
The University of Edinburgh	16
Edinburgh Napier University	2
Glasgow Caledonian University	17
The Glasgow School of Art	14

Heriot-Watt University	6
University of the Highlands and Islands (UHI)	15
New College Lanarkshire	20
Queen Margaret University, Edinburgh	11
Robert Gordon University	8
Royal Conservatoire of Scotland	9
SRUC	4
University of St Andrews	19
University of Stirling	12
University of Strathclyde	5
University of the West of Scotland	7

**UWS** UNIVERSITY OF THE  
WEST of SCOTLAND

## INFORMATION AND ADVICE

Skills Development Scotland	3
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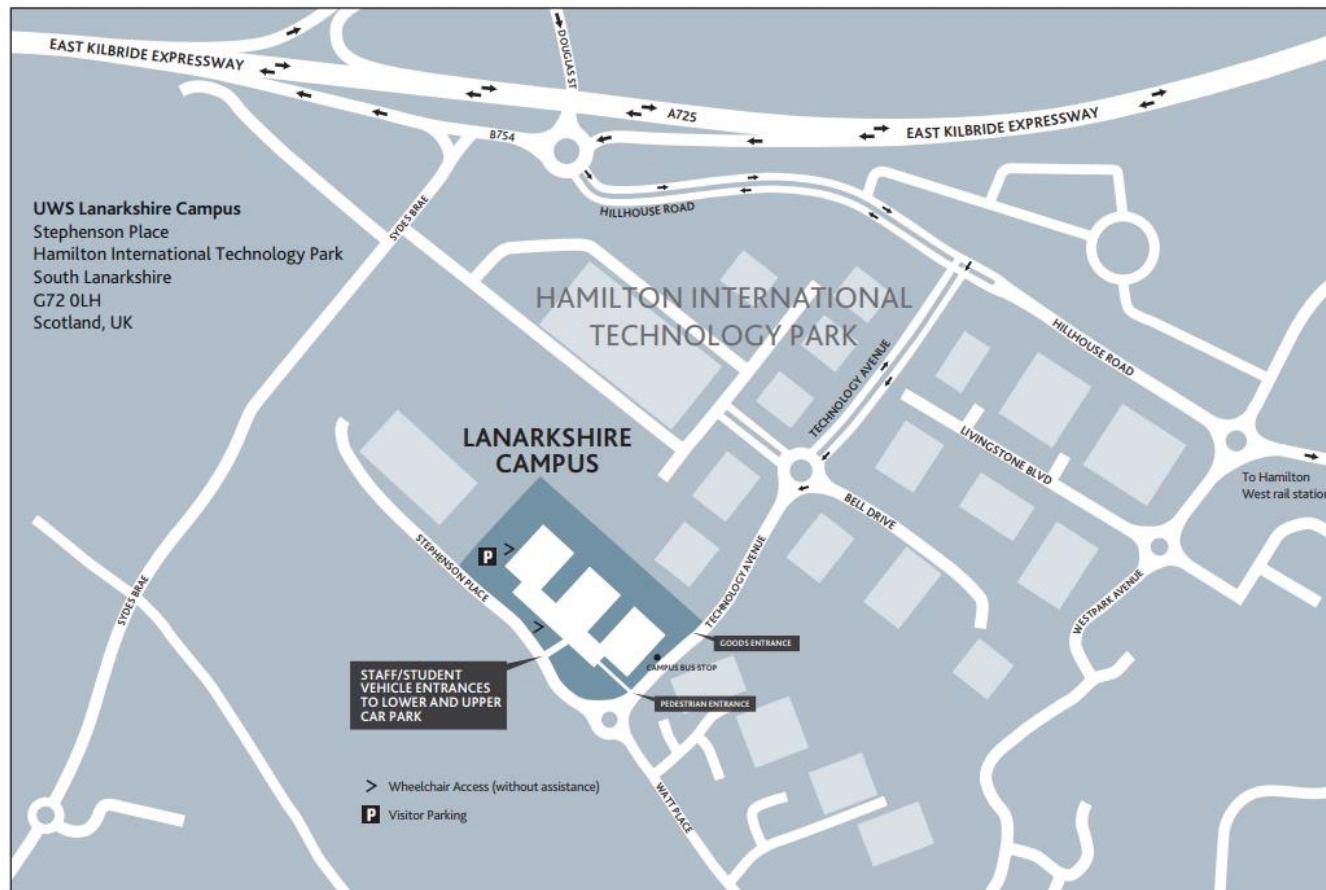


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## EMPLOYERS & APPRENTICESHIPS

Royal Navy	A
The Army	B







# CONTACT DETAILS

UCAS

## UCAS Events Team

E: [events@ucas.ac.uk](mailto:events@ucas.ac.uk)

T: 01242 544 808

## Onsite general enquiries:

Look out for event ambassadors wearing coloured t-shirts, they can offer advice and answer any questions.

Please familiarise yourself with the onsite organisers office at each event for any questions you have or help you need

