

UCAS  
**DISCOVERY**  
UK TOUR

EXPLORE  
AN EXCITING  
WORLD OF  
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# EXHIBITOR INFORMATION

Location specific information for  
Carmarthen

UCAS

**YOUR FUTURE STARTS HERE**

**LIVE LOUNGE - WHAT'S ON?**

10:30 - 11:00	11:00 - 11:30
13:30 - 13:50	14:00 - 14:30

**SUBJECTS LIVE**

10:10 - 10:30	Nursing and Health
10:40 - 11:00	Law
11:10 - 11:30	Leapskills apprenticeship
11:40 - 12:00	STEM
12:10 - 12:30	Applying to Apprenticeships
12:40 - 13:00	Business & Creative
13:10 - 13:30	
13:40 - 14:00	
14:10 - 14:30	

**1 LISTEN TO SPECIALIST TALKS**  
Take part in the Q&As, chat to experts and hear about your different careers in the Live Lounge.

**2 GET EMPLOYMENT ADVICE**  
Speak to university employers and UCAS about your future plans.

**OPEN DAYS OPEN DAYS OPEN DAYS**

**UPCOMING OPEN DAYS**

10 AM	10 AM	10 AM	10 AM
10 AM	10 AM	10 AM	10 AM
10 AM	10 AM	10 AM	10 AM

**STEM MEDICINE BUSINESS**

**I AM BCU**

**WELCOME AREA**

**MAKE IT REAL**

# EXHIBITING AT

**EVENT:** UCAS Discovery Carmarthen

**DATE:** Wednesday 9 April, 2025

**OPENING TIMES:** 9:30 – 14:45

**VENUE:**

University of Wales Trinity Saint David

Carmarthen Campus, Sports Centre

Heol y Coleg

Carmarthen

SA31 3EP



# EVENT INFORMATION

## ACCESSIBILITY

The campus and sports hall is fully accessible. Disabled parking is available outside the sports hall.

For more information, contact us at [SROutreach@utwsd.ac.uk](mailto:SROutreach@utwsd.ac.uk).

## ACCOMMODATION

Please find below details of hotels in the vicinity of the venue:

The Boar's Head Hotel - 120 Lammas Street, Carmarthen SA31 3AE

Falcon Hotel - 111 Lammas Street, Carmarthen SA31 3AP

The Ivy Bush Royal Hotel 11 Spilman Street Carmarthen SA31 1LG

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

## CAR PARKING

Exhibitor parking is reserved in the gravel car park next to the sports hall and is fully sign posted. Address: Carmarthen Campus SA31 3EP

Parking cameras will be turned off on the day of the event – Wednesday 9 April 2025. If you are attending the campus on Tuesday 8 April for set up, you will need to register your vehicle at Reception in the sports hall in line with the Visitor Parking Policy. Please note that this also applies to all contractors.

# EVENT INFORMATION

## CATERING

Free tea and coffee will be available all day for exhibitors and is located in the "Staff Room" within the Sports Hall. Please use the University catering outlets for additional food and drinks. The catering is available in the gazebo outside the sports hall, Merlin or CWAD, please can event ambassadors for directions.

## FIRST AID

For first aid requirements, please contact any member of the sports hall team who are all fully first aid trained, or contact a member of the UWTSD or UCAS team.

## INTERNET

Wifi is available on campus and details of how to connect will be provided on your stand when you arrive.

- Eduroam
- UWTSD Guest

If you have any issues with the wifi, please visit the information point.

## 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 to support you at the event 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 [l.ray@ucas.ac.uk](mailto:l.ray@ucas.ac.uk) at least 4 weeks before the exhibition date. The event organiser has completed a risk assessment for the event which is available via ENet.

# LOGISTICS

UCAS

## SCHEDULE

### **BUILD DAY: Tuesday 8 April**

12:00 – 16:00 Access for deliveries, couriers and stand builders only

16:00 – 18:00 Exhibitor access

If you think you or your contractors will need extra time to build your stand outside the build-up times stated above, please contact Vicky Slade via email: [v.slade@uwtsd.ac.uk](mailto:v.slade@uwtsd.ac.uk). In some circumstances, early access to the venue on the build-up day may be given, but this is only with advance permission of the organiser. If advance permission has not been granted, exhibitors will be turned away from the venue until the exhibitor build-up starts.

Please note that all vehicles must be registered onsite – See "Car Parking"

### **EVENT DAY: Wednesday 9 April**

08:00 – 09:00 Exhibitor access.

09:30 – 14:45 Exhibition open – trolleys will not be allowed on the exhibition floor once the exhibition has opened to the public.

14:45 Exhibition closes.

14:55 – 16:00 Exhibitor/contractor breakdown.

# LOGISTICS

## ARRIVAL

On arrival, please go to the Sports Hall, check in and receive your Exhibitor badge. Please enter your vehicle registration at reception in the sports hall – UWTSO staff will be on hand to help.

## BUILD-UP

**Build day:** Tuesday 8 April

**Build times:** 16:00 – 18:00

**Event day:** Wednesday 9 April

**Event day build times:** 08:00 – 09:00

The parking spaces in front of the sports hall are reserved for gym users, please refrain from blocking these. Refer to the "Car Parking" for further instructions.

## BREAKDOWN

**Breakdown day:** Wednesday 9 April

**Breakdown time:** 14:55 – 16:00

Access to the hall for breakdown will only be granted once the event has finished and all visitors have left the event space.

# LOGISTICS

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## DELIVERIES

Apologies but we cannot accept deliveries ahead of the event.

Deliveries can be made from 12:00 on Tuesday 8 April and should be fully labelled with your organisation's full name and stand number.

University of Wales Trinity Saint David

Carmarthen Campus, Sports Centre

Heol y Coleg

Carmarthen

SA31 3EP

## ORGANISERS

Vicky Slade +44 7940 448414

Andy Carr +44 1792 481223 x3223

## STORAGE

Unfortunately, we are unable to provide a designated storage area however there will be additional space behind your stand for this.



# CONTACT DETAILS

UCAS

## UCAS Events Team

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

T: 01242 544 808

## UWTSD Events Team

E: [info@uwtsd.ac.uk](mailto:info@uwtsd.ac.uk)

### 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.

