



FAQs for overseas IFB2016 delegates

Who are my main contacts for IFB2016?

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

Christine Vaudrey for European delegations:
+44 (0)151 600 2920,
cvaudrey@ifb2016.com

Chris Koral for delegations from China or
the USA: +44 (0)151 243 9266,
ckoral@ifb2016.com

Chris Heyes is the main contact for
delegations from other regions: +44 (0)20
7947 4481, cheyes@ifb2016.com

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

There will be no charge for entry to
Exhibition Centre Liverpool, the venue
where all IFB2016 activity takes place. Some
of the festival's events are subject to a
fee. Please check the [events page](#) on the
IFB2016 website 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. See
the [events page](#) on the IFB2016 website
where you can find information on and
register for all IFB2016 events. For detailed
information on UKTI's programme at
IFB2016, check out the [UKTI events website](#).

Will there be live interpretation of speeches at IFB2016 events?

Check with the event organiser in the first
instance. We will review interpretation
requests on a case-by-case basis - if
you think you will require interpretation
services, please contact [Abbie Sutton](#).

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What is the IFB2016 Business Club and how does it work?

The IFB2016 Business Club provides access to a range of opportunities and services not only during the festival but in the months running up to it. You need to register for the IFB2016 Business club to attend this year's festival, even if you registered in 2014. Registration is free.

The business-matching functionality (Meet Your Future Deal) of the IFB2016 Business Club is now live. Members will be asked to enter a summary of their business as well as its aims and objectives, eg whether looking for an investor, buyer, supplier or advice from industry experts. The business-matching service will then automatically match delegates and organisations according to their objectives. We will then propose a face-to-face meeting during the festival. If you are a large corporate buyer looking for suppliers, you may be eligible for our special Meet the Buyer programme. Contact Nicola Schaefer for more information.

Key reasons to register:

- Access to IFB2016 throughout the three-week period.
- Access to commercial opportunities via the business-matching service.
- Free specialist advice by industry experts to help you gain knowledge of the UK market, overcome barriers and take you through the journey to growth.
- It offers a unique chance to learn from and share ideas with the world's foremost businesses, listen to internationally renowned speakers, and attend more than 80 world-class events.

It is compulsory for all delegates coming over on the 'Fly to Buy' scheme to complete their business-matching details and meet at least five UK companies.

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

The festival’s main “meet the buyer/investor/supplier” event - Meet Your Future Deal - is open to everyone and is free - sign up via the [Business Club](#). Other similar events at the festival, delivered by independent event providers, may have a charge.

Do we need to book appointments with the professional advisers?

Yes. This is to help us keep track of availability and make sure you have sufficient time with each adviser. When you register for the business-matching service, there will be a summary of each of the specialist advisers available and you can then indicate which you would like advice from.

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 helpers will speak foreign languages.

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

1. Attendees must register for the [IFB2016 Business Club](#) so that individual company meetings can be organised at the festival where possible. This is done via a business-matching service (Meet Your Future Deal) which is catered to each company’s requirements.
2. The Host City region is preparing sector tours which will be available throughout the conference to showcase the most innovative companies across the region. Contact investortours@ifb2016.com for more information.
3. Companies seeking to set up new premises in the Liverpool city region will be able to get support at the festival by Invest Liverpool and UKTI. If you would like to discuss the possibility of a company visit with UKTI, you can contact their Investment Services Team on +44 (0)20 7000 9012 and enquiries@ukti-invest.com.

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Details of the sector-tour programme are still being finalised, but we are likely to have three tours per day on each of the 15 weekdays of the festival - ending each day with networking at the Blue Skies evening events. The sectors/topics will likely be:

- The Internet of Things
- Life sciences
- Automotive
- Renewable energy
- Ports and logistics
- Business services
- Property-development investment opportunities
- Creative and digital

If you would like to be involved in the sector tours and visiting other companies in the UK, please contact [Ellen Cutler](#).

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

The schedule of events at the festival can be found on the [IFB2016 website](#). This is being updated all the time, so make sure you sign up to the [IFB2016 Business Club](#) to receive updates.

What else is going on at the festival venue?

Every day there will be a range of activities, exhibits and services to take advantage of at the festival venue, aside from the 80+ events. These include:

The GREAT British Showcase - An exhibition of UK innovation, technology, design and creativity, this major attraction will provide an impressive focal point for the festival.

Meet the Expert - A series of seminars delivered by leading practitioners in sectors relevant to exporting. If you are interested in hosting or attending a particular seminar, contact [Nicola Schaefer](#), Business Services Manager.

Blue Skies Speakers - An innovative programme of events that bring together 12 of the business world's most creative and engaging entrepreneurs.

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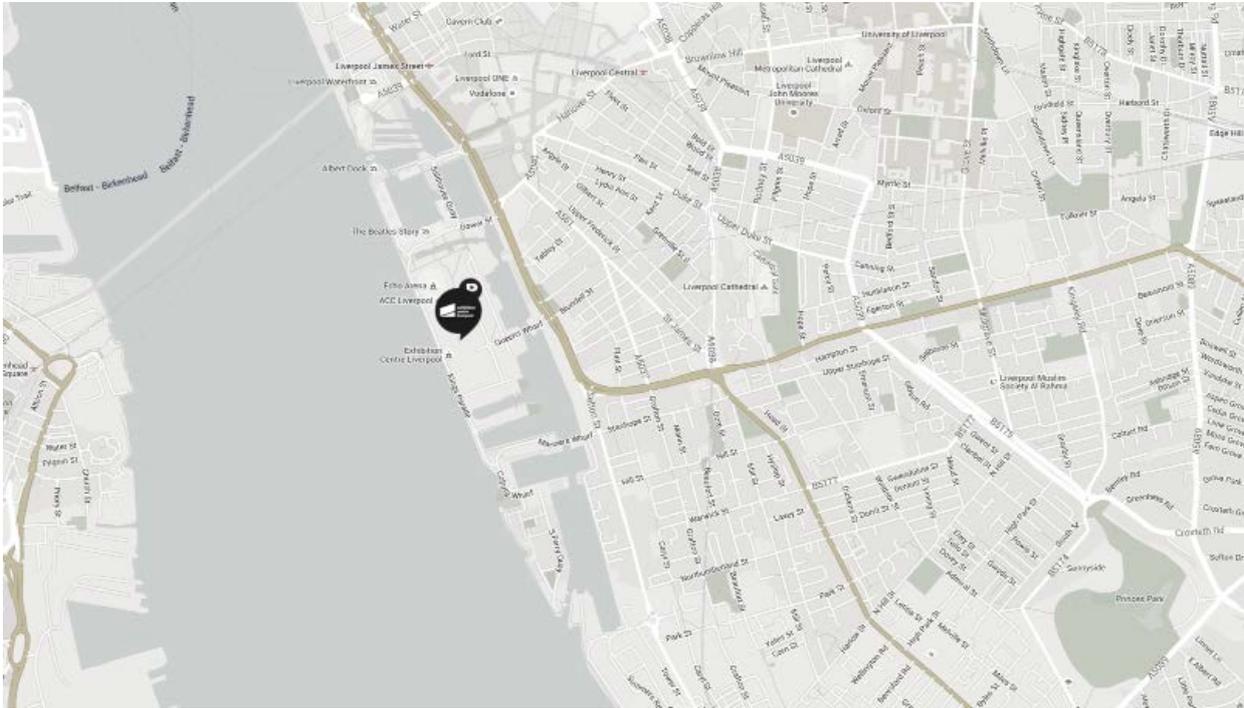
Blue Skies Sessions - An opportunity to inspire others and get involved in topical debates via entertaining and thought-provoking morning/afternoon speaker sessions.

Market Place - Positioned within the main festival venue, this is where companies can exhibit their services to a captive audience of thousands of delegates. There is limited availability - please contact [Derek Wood](#) for more information.

Market Street - This retail area running along the atrium just outside the main festival halls offers the ideal opportunity to sell high-end products to the festival's attendees. Contact [Derek Wood](#) for more information.

Do you have a map of the festival venue and Liverpool?

Venue maps will be handed out on arrival at IFB2016. Exhibition Centre Liverpool is highlighted on the map below. You can find more information on the venue's location on [Exhibition Centre Liverpool's website](#).



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Can I hire a meeting room 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@ifb2016.com for more information. There may be space available in the Future Deals Lounge or the HSBC SME Hub - just turn up while at the festival and ask a representative (these are open-plan areas).

Is lunch provided at the festival?

This depends on whether you are attending a specific event that provides lunch for its guests. If not, there are plenty of options for all dietary requirements within the venue.

Could space be made available in the exhibition hall for a promotional event, eg a breakfast seminar, and if so, would there be a charge? How would the event be promoted? Would it feature on the IFB2016 schedule/website?

Yes, we can facilitate breakfast events from 7am to 8.30am. You would need to cover the cost of food and drink, provide the content/audience and deliver the session. Please contact Derek Wood for more details on +44 (0)20 7947 4350 or dwood@ifb2016.com.

Can companies exhibit at IFB2016? If so, how much would 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@ifb2016.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, eg 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.

Is there a list of companies that attended IFB2014 that you can share?

A sample of companies that attended IFB2014 is available on request.

Which countries will be represented at IFB2016 delegates?

92 countries were represented at IFB2014, and 2016 is likely to attract more. Countries confirmed so far include the USA, Canada, China, Malaysia, India, France, Italy, Holland, Turkey and Nigeria.

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Can I see a list of companies registered for IFB2016?

We won't be publicly releasing this information, but by registering for the [IFB2016 Business Club](#) you will have access to key details of companies planning to attend.

How can I contact businesses attending the festival?

You can do this through the [IFB2016 Business Club](#).

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

You can find out on [GOV.UK](#).

I would like an invitation letter to support my visa application for IFB2016. Can you help?

IFB2016 is free to attend and so we will not be issuing invitation letters or tickets. Once you register for an event at the festival you will receive a confirmation email and have access to your online itinerary. You should provide copies of these as supporting evidence for your visa application.

Who will cover my costs while at the festival?

Delegates must cover their own costs while at the festival.

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

Liverpool has accommodation to suit all needs, from charming historic hotels to stylish modern developments to great-value budget options - and many are close to Exhibition Centre Liverpool, where the festival takes place.

If you are attending or exhibiting at IFB2016, you can access special rates at a range of hotels in the city. Click the following links to find out more and book:

- [Week one accommodation](#)
- [Week two accommodation](#)
- [Week three accommodation](#)

If you are looking for group accommodation, private venue hire or general advice regarding your stay in Liverpool, please email the [Liverpool Convention Bureau](#) or call on +44 (0) 151 600 2996. [Visit Liverpool](#) has information on all types of accommodation in the city.

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How do I get from my hotel to the venue?

You can use Mersey Travel's journey planner 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. Exhibition Centre Liverpool is a 20-minute walk from Liverpool Lime Street train station through the city centre or a short taxi ride. You can also transfer at Lime Street onto the underground Wirral Line trains to James Street station (10-minute walk) or catch the CityLink Route C4 (7am to 8pm) directly to Exhibition Centre Liverpool. If travelling from outside Merseyside, your ticket may include an underground journey across Liverpool to James Street station from Lime Street station. Ring Traveline Merseyside (+44 (0)871 200 22 33) for up-to-date information about your bus, train or ferry service. Traveline is open from 8am to 8pm every day of the week.

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 takes about two and a half hours. As a festival supporter of IFB2016, Virgin Trains offers a 20% discount to all IFB2016 Business Club members - visit the [Business Club](#) for more information. Booking in advance is recommended. You can also get around the UK by coach ([National Express](#) and [Megabus](#)), or you can drive, which takes roughly four hours from London. You can use [Google Maps](#) to plan your route.

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

From London Heathrow Airport you can get the Heathrow Express to central London (Paddington Station) in 15 minutes, or the Piccadilly line London Underground tube (to various stations). London Gatwick Airport is served by the Gatwick Express, which takes you to central London (Victoria Station) in 30 minutes. From there you can get the London Underground tube to Euston station (Victoria line). 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](#).

What else can I do in Liverpool aside from attend IFB2016?

Liverpool is a diverse and exciting city which has plenty to offer visitors. It boasts a beautiful waterfront; world-class shopping, culture and attractions; and a rich history.

Liverpool is host to some of the best restaurants, bars, bistros and cafés found anywhere in the UK. Within its lively streets you can explore cosy cellar bars, live music venues, family-friendly pubs, award-winning restaurants and quirky cafés offering a delicious mix of dishes and cuisine. International food features heavily on the Liverpool menu, but you can discover local recipes too - including scouse, a delicious lamb or beef stew which is where the nickname for Liverpoolians comes ("scousers").

Check out the [Liverpool One website](#) for a selection of shops and restaurants in Liverpool, as well as the [Visit Liverpool website](#) and the [it's liverpool website](#) for information on everything the city has to offer.

IFB2016 will have an 'After Hours' programme for delegates - contact [Nav Rai](#) for more information.

Manchester is about 40 minutes away by train. Find out more about the city at [visitmanchester.com](#).

If you have a question about IFB2016 that isn't answered on this document, please [email Chris Heyes](#), IFB2016's Head of International.

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