

# office\*

\*PERSONAL ASSISTANT

\*OFFICE MANAGER

\*EXECUTIVE SUPPORT

11-12 MAY 2016

EXCEL | LONDON

## office\* previews its exhibitor show highlights for 2016

Wednesday 11 May marks the return of office\* – the UK's biggest annual event for PAs, EAs, VAs, office managers, and executive support professionals. The popular two-day show, taking place at ExCeL London will feature over 100 leading exhibitors.

Recent additions include House of Fraser For Business, Gate8 Luggage, Izelia, Eceau, Love Success, Jump work, Tailored Fit, Eat My Logo, Pierre Lamond, Viing.co.uk, Benugo, Corporate Peaks, and Red Cape Company.

The following is a preview of some of the new innovations – including office equipment and supplies, business services, corporate gifts, training, recruitment, event management, activities, corporate hospitality, hotels and venues – being showcased at office\* 2016.

**House of Fraser For Business** is showcasing its reward and incentive products, including gift cards, eGift cards and gift vouchers to spend in any one of 60 stores across the UK and Ireland or online. Visitors have the opportunity to win a £100 House of Fraser gift card at the show (stand 614).

**tesa UK**, a global leader in the manufacture and supply of adhesive tapes, is promoting its range of stationery items, designed to simplify everyday tasks and brighten up the workplace. Products include tesapack Pack 'n' Go, a compact, lightweight and colourful carton sealing tape dispenser, and tesa's mini stationery range, including items such as the tesa Mini Roller Correction ecoLogo (stand 126).

**Millharbour Digital** is promoting its print and supply graphics for offices, offering full service delivery from site surveys, print and production to installation. Some products include; window graphics, canvas frames, wallpaper graphics, floor vinyls, di-cut graphics to any shape, and size with many different materials to choose from (stand 506).

**Office Pantry** is promoting its new freshly roasted coffee service to companies – delivering either ground or whole bean speciality grade coffee for espresso or filter coffee machines (stand 510).

Corporate hotel booking specialists, and first time exhibitors, **Roomex.com** have recently added new supply to their worldwide hotel inventory, offering corporate rates at over 550,000 hotels worldwide. Average savings are measured at 21% for 400 corporate clients (stand 522).

**Caterwings** is a growing start-up backed by Rocket Internet with the goal to launch in 25 countries worldwide. With Clients like HSBC, Spotify, Accenture and many more loving its services, they aim to make organising catering easy, reliable, and delicious (stand 631).

**Don't Buy Her Flowers** is launching The Time Out Package – a gift from its best-selling Care Package, which includes cook food vouchers and at home treatment vouchers from MILK Beauty. Also offering: a complimentary 15 minute file and polish manicure or hand and arm massage for visitors at the show (stand 115).

**Tailored Fit** is providing a complete personalised health, wellness and fitness service into the office environment. Its holistic approach is fully supported by individualised scientific profiling of clients, previously used for top competitive athletes, giving informed and accurate advice on how to best approach employee health. Services include metabolic and stress recovery profiling, yoga, mindfulness meditation, fitness and massage (stand 333).

**Moores of London** is promoting its recently launched company stores for a number of clients, which allows PAs and office managers to company brand the site, and access a range of products at the touch of a button (stand 435).

**Urban Massage** is giving visitors a chance to take the weight of their feet and enjoy a 5-star treatment at the show. They are also giving visitors the chance to win £100 worth of massage treatments for them and their colleagues. Entries can now be made here at [www.urbanmassage.com/discounts/office2016](http://www.urbanmassage.com/discounts/office2016) (stand 230).

Corporate office FM specialist **Anabas** is introducing its full range of FM services, which include cleaning, security, reception and front of house, catering, M&E and building management. Managing Director Alistair Craig will also be sharing his wisdom and tricks of the trade in a seminar on how to create the best working environment on 11 May (stand 440).

### Training, recruitment & networking

**PA Access All Areas** is introducing PA Insiders, a brand new, free online community for sharing information, support and networking. PAs know everything there is to know about everything – now it's all in one place (stand 117).

**Global PA Association** and Training Academy is announcing an additional educational partnership with the ILM by launching the ILM 2 day Advanced Executive Assistant Programme, which will take place on 8-9 June in London. They are also offering a prize draw for visitors at the show (stand 408).

Multi award-winning PA training provider **Today's PA** is inviting Personal Assistants to enter the UK's biggest ever PA awards with a main prize of £10,000. Additionally, seven other awards will also be presented. Visitors will furthermore be introduced to the Today's PA Conference on 3-4 November (stand 127).

**assisted.by** is introducing My VA company, a new platform to support new and existing virtual assistants launch, manage and maintain their own businesses; and are offering a free landing page to visitors at the show (stand 610).

**Cornerstone42** Recruitment and Executive Search is hosting a free 60 second CV review in a 'beat the stop watch' ice breaker at the show. Cornerstone42 aims to invest in the future of the administrative industry by supporting and assisting with the development of the administrative profession through mentoring, empowerment and developing leadership capabilities for personal and executive assistants (stand 129).

**Pitman Training** returns with The Headshot Guy to bring a unique opportunity for office\* visitors to have a free professional headshot photograph, which can then be used across social media and business platforms (stand 302).

**SecsintheCity** is promoting the launch of the 5th annual PA of the Year Awards, with categories including PA of the Year, Legal PA of the Year, Social Media PA of the Year and – a brand new category for 2016, sponsored by office\* - the Outstanding Achievement Award (stand 523).

**Cordant People** are running a competition to find London's Top Receptionist 2016. Closing in August, exhibitors and visitors will have the chance to nominate their receptionist that they feel deserves the recognition for their hard work (stand 226).

### **Hotels, venues, event management & activities**

**Visit Brighton** is promoting the launch of British Airways i360 – due for completion this summer. The British Airways i360 will be the world's first vertical cable car and tallest moving observation tower. Guests will be able to take a voyage to the skies, gliding up slowly to 450 feet in a futuristic glass viewing pod, and enjoy 360 degree views (stand 505).

**Swing Patrol** is promoting its vintage dance entertainment, including taster swing classes, swing performances, DJ-ing and MC-ing. They'll be showcasing their vintage dancers throughout the show, giving some inspiration to visitors for their corporate events (stand 351).

**Premier Suites** is offering visitors a chance to win a weekend break for two people in any one of their UK locations at the show. Guests can maintain the independence they enjoy at home in the spacious surroundings of their own living quarters, as suites and serviced apartments come with a fully fitted kitchen, living room, bedroom and modern bathroom (stand 624).

**Take the Mike** is launching its football sitcom DVD, The Beautiful Game at the show. This sitcom provides a hilarious insight into the world of celebrity and football within the world of fictitious, Menton League. Visitors can book a teambuilding workshop with Take the Mike, where teams could make their very own comedy DVD (stand 131).

**Go Ape** is giving away a team building day for 10 with a picnic lunch at the new Go Ape at Battersea Park for visitors at the show. The winner can enjoy the Tree Top Adventure followed by a spot of lunch (stand 340).

**The Scout Association** is promoting its new modern and versatile meeting space available at Baden-Powell House with A/V packages, Wi-Fi access, refreshments and full catering on request (stand 508).

**Grange Hotels** is promoting its guest loyalty scheme Revarew – Recognition, Value, Reward at the show. It is designed to globally reward guests who choose to give their patronage to independent hotels like Grange Hotels (stand 424).

**office\* will take place at the new venue of ExCeL London on the 11-12 May 2016. For further information and to register in advance, please visit [www.officeshow.co.uk](http://www.officeshow.co.uk) and quote priority code DVIS14 (<https://registration.n200.com/survey/3lzwz15vhccmo?actioncode=DVIS14>).**

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### **Media enquiries and press pass requests:**

Emma-Louise Jones, Head of PR  
Editorial representatives of relevant media (including freelancers) are invited to apply for press passes to office\* via email to [ejones@divcom.co.uk](mailto:ejones@divcom.co.uk) before 9am.  
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**Notes:**

*office\* won 'Best PA Industry Event' 2014 at pa-assist.com's Members Voice Awards in 2014. office\* was shortlisted for 'Best UK Trade Show Exhibition (under 2,000m2)' at the Association of Event Organisers (AEO) Excellence Awards in both 2013 and 2014.*

*High resolution images are available upon request:*

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