



Event Information

The Music Hall, Aberdeen
11 September





Venue / Organiser

The Meet the Buyer North event will be held at The Music Hall, Union St, Aberdeen AB10 1QS

Tel: 01224 641 122

The organisers of the event are Speakeasy Productions Ltd. They can be contacted on 0131 376 7210 or via email:

mtb@speak.co.uk

Registration

SDP Registration

Whether you are a supplier attending as a delegate, or a buyer attending as an exhibitor, you must register with the Supplier Development Programme in advance.

Register Now!

Fast Track

We will be operating a fast track queue at this year's Meet the Buyer North event, to help with the flow of delegates and to ensure you can get through registration as quickly as possible.

You will be emailed your badge one week before the event. Any registrations made on or after 4 September may not receive a fast track badge and is to enter via the onsite registration queue.

To access the fast track queue, you must:

- Print the badge that is emailed to you
- Download 'The Event App by EventsAIR' and enter event code '10DR'.
- Log into the Meet the Buyer app using your email address and personal app pin, which will be

emailed to you when the app is launched, and can be found on your badge.

On the day, please scan the QR code on the fast track totems, via the app, in order to check yourself into the event. There will be event staff on hand should you need assistance.

Once you have successfully scanned the QR code using the app, collect a lanyard and fold your printed badge into the lanyard pocket.

Onsite Registration

If you have not printed your badge, or registered for the event on or after 4 September, please access the onsite registration queue.

You should also access this queue if you are registering for the event for the first time or need help with any part of your registration. For example, registering with the Supplier Development Programme.

****Exhibitors who have checked-in via registration on 10 September can bypass registration on the event day.**



Download The
Event App by
EventsAIR

Meet the Buyer App

The Meet the Buyer app will provide you with details of the event and we encourage you to download this prior to the day. You have been sent a separate email explaining how to download the app, to access all the content and get the most out of the event.

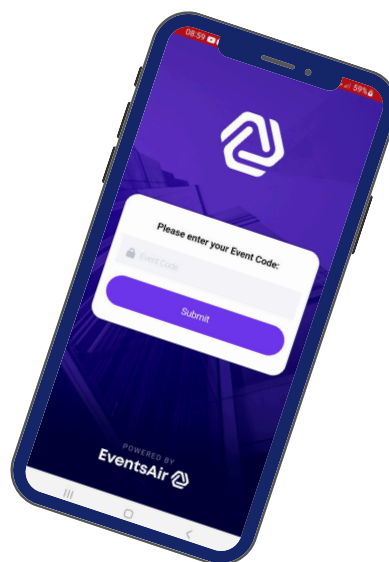
Features of the app include; the agenda, speaker information, session materials and the ability to take part in the interactive elements of the event, including polls and live Q&A. You will also need this if you wish to take advantage of the fast track registration option mentioned above.

To familiarise yourself with the functionality of the app we encourage you to download the app in advance.

How to Download the App

Please scan the QR code or search “The Event App by EventsAIR” on either the Apple App store or the Google Play store to download. Once downloaded, use the event code **"10DR"** to access the Meet the Buyer app.

To access all features of the Meet the Buyer app, please log in using the details provided in the app download email, which was sent earlier.



Key Features



Privacy - Please select your full name and which details you would like to share with other attendees



Fast Track Check-in - If using the fast track lane, open Fast Track check-in and scan the QR code totems on arrival



Exhibitors - Find a list of all the exhibitors attending and additional information about them



Agenda - View the full event program including session descriptions, speaker info, live Q&A and polls



Speaker Search - View all event speakers to see which sessions they are a part of



'AttendeeConnect' - Once connected, network with other attendees via instant chat



Alerts - All app push notifications can be viewed here



Floorplan - View an interactive floorplan of the full venue, including exhibitor locations

Information

Parking

The Music Hall does not have any dedicated parking available.

To assist your planning ahead of the event, we have noted below some potential parking options:

No Height Restricted Parking

Gallowgate Car Park

13 min walk ([Open in Google Maps](#))

Max. 4 hour stay

Pay in person only

Summer Street Car Park

5 min walk ([Open in Google Maps](#))

Max. 4 hour stay

Pay in person only

Golden Square

Directly behind venue

([Open in Google Maps](#))

Limited parking spaces available

Height Restricted Parking

Aberdeen Car Park

6 min walk ([Open in Google Maps](#))

Max. Height 1.98m -

Pay in person only

Q-Park Aberdeen Trinity Centre Car Park

3 min walk ([Open in Google Maps](#))

Max. Height 1.88m

Public Transport

The Music Hall is located conveniently on Union Street, in the heart of Aberdeen City, within a few minutes walk from the bus and train stations.

Please visit the Traveline website or check out the **Traveline Scotland app** for further information.

Accommodation

There are a variety of hotels near the venue, to suit every budget.

[View accommodation nearby](#)



Catering

There will be a cash catering point located within the venue cafe. Please view the interactive floorplan within the Meet the Buyer app to locate this.

Filming and Photography

Both filming and photography will be taking place throughout the course of the event. All of the sessions within the presentation area will be recorded, and photographs will be taken by the event organisers within the main event areas. Any footage or photographs captured during the event may be used for social media or marketing.

If you do not wish to be filmed or photographed, you must make us aware by contacting Speakeasy via email mtb@speak.co.uk OR phone 0131 376 7210

First Aid

There are first aid trained staff on-site. For accidents and emergencies, please alert a member of staff immediately. There is a first aid point at Reception in the foyer.

Wi-Fi

There is free public Wi-Fi provided at the venue. The free of charge Wi-Fi is intended for casual use, to allow all event attendees to stay connected, check emails and access the web.

Username: MH_PUBLIC

Password: SP@rk21!

Support

The Speakeasy team will be located at the registration desks for the duration of the event. If you have any questions at any point, ask us at registration.



Accessibility

If you or any of your colleagues require accessibility or mobility support while attending Meet the Buyer North 2024, please contact mtb@speak.co.uk

Emergency Procedures

There are no test fire alarm scheduled on either 10 or 11 September, therefore if you hear a fire alarm, it is not a drill and you must vacate the building.

In the event of the alarm sounding please make your way to your nearest fire exit. Please do not use the lifts.

Venue staff will assist in evacuating attendees to our assembly point if necessary.



Agenda

10:00	Registration Opens
11:00 - 11:15	Welcome by the Supplier Development Programme and Aberdeenshire Council
11:15 - 11:30	Engaging with Public Procurement in Scotland
11:30 - 12:00	Working in Partnership with Scotland Excel
12:00 - 12:15	Aberdeenshire Council Session
12:15 - 12:45	Break
12:45 - 13:00	NHS National Services Scotland Session
13:00 - 13:15	NHS Highland Session
13:15 - 14:00	SDP Session - Quick Quotes
14:30	Registration Closes
15:30	Event Closes

Please note: This agenda is subject to change. For the most up-to-date agenda, please view via the Meet the Buyer app. Download "The Event App by EventsAIR" and enter event code: 10DR



**Download The
Event App by
EventsAIR**



MEET THE BUYER NORTH

Contact

For any additional queries please contact:

Meet the Buyer North 2024
Speakeasy Productions
E: mtb@speak.co.uk
T: 0131 376 7210

