

Sourcing Scotland

Bringing together suppliers and buyers from retail, wholesale and foodservice to help grow the sales of Scottish products across the country.



SCOTLAND
FOOD & DRINK

JOINING INSTRUCTIONS – BUYERS

Thank you for participating in the forthcoming Sourcing Scotland event, which is taking place at Perth Concert Hall on Wednesday 25 October 2023.

ATTENDEES

If you and/or your colleague have any dietary requirements, please let us know in advance. (we will have vegetarian options available so only require details of any other dietary requirements.)

VENUE

Perth Concert Hall
Mill Street
Perth PH1 5HZ
T: 01738 621031



HOW TO GET THERE

By Train

There are regular trains from Scotland's major cities. Perth railway station is located approximately 0.7 miles (1.1km) from the centre of Perth. A map showing the best route to walk can be found [here](#). There is also a taxi rank located outside the station.

For information about train times and service updates please visit [Trainline](#), the [ScotRail](#) website or call [0344 811 0344](tel:03448110344)

By Bus

Perth Concert Hall and Perth Theatre are both well served by good bus connections. The venues are approximately 800m from Perth Bus Station on Leonard Street, and there are several bus stops nearby.

There are a number of [Stagecoach East services](#) which link the centre of Perth and the surrounding area.

More details can be found on the [Stagecoach East website](#). For full timetable and route listings, visit the [Perth and Kinross Council website](#).

There are a number of Park + Ride sites located around Perthshire: [Perth](#), [Scone](#) and [Kinross](#).

Car parking

There is both on-street and off-street parking on Mill Street where charges apply from 8am - 6pm Monday to Saturday. There are three disabled public car parking spaces directly opposite the main entrance to the concert hall but these tend to fill very quickly.

Kinnoull Street Car Park now operates with a number plate recognition entry system and parking must be paid in advance via the payment machines or via the mobile 'Ringo' app.

SET-UP AT VENUE

We have 70 suppliers who will be positioned within the main auditorium.

On arrival, one of the event team will register you and provide you with a map and key of producers. This will show you where all the producers are located and help you easily navigate within the spaces.

You can arrive from 9:15am. Refreshments will be available for you on arrival.

THE DIARY SYSTEM – B2MATCH

Step 1 – Completing your online profiles

Once you have received your invitation to join the B2Match platform, you will be asked to complete your personal and organisational profiles.

You can add profile images and organisational logos, as well as websites and social media platforms.

You can also add and tweak your areas of activity (the sectors in which you operate and locations).

Step 2 – Pre-arranged 1-1 meetings

1-1 meetings/diaries will open from: Monday 2 October from 3:30pm

Once logged in, using your personal login, you can access the homepage and use the networking and participants tab on the top bar to find the suppliers you would like to meet with.

For the full platform guide, please see attachment.

HOW THE APPOINTMENTS RUN ON THE DAY

There will be screen in each room with a countdown clock. An announcement will indicate the start of the 15 minute slot, and then at 14 minutes you will hear a 1 minute warning that the slot will be closing shortly. Please try and stick to the

timings and not run over. There is a 5 minute break between meeting to allow buyers time to move to the next supplier.

Your appointments will be as listed within the diary system B2Match. Please keep an eye on your electronic diary on the day for any last minute changes or updates. The event team will also be able to access diaries and help with any enquiries.

Please note that each Buyer will have their own diary unless specifically asked for a joint one.

AGENDA

Time	Activity
From 09:15	Buyer Arrival, Registration, Breakfast
10:00	Official Welcome to All
10:10 - 10:25	1-1 Meetings
10:30 - 10:45	1-1 Meetings
10:50 - 11:05	1-1 Meetings
11:10 - 11:25	1-1 Meetings
11:30 - 11:45	1-1 Meetings
11:50 - 12:05	1-1 Meetings
12:05 - 13:00	Lunch
13:00 - 14:00	Open Marketplace
14:05 - 14:20	1-1 Meetings
14:25 - 14:40	1-1 Meetings
14:45 - 15:00	1-1 Meetings
15:00 - 15:15	1-1 Meetings
15:15	Closing Remarks
15:30	End – Supplier pack up and depart

CONTACT DETAILS

Please email us at meetthebuyer@foodanddrink.scot

You can also call either Melissa (07584 122 903) or Joanne (07983 422 144) from Lux Events with any queries you would like to talk through.

Reminders and a final briefing note will be sent to you during October.