Counting Children In!
2nd International Conference of the
International Society for Child Indicators
4-5 November 2009 • University of Western Sydney

&
Pre-Conference Symposium
Children as Experts in Their Own Lives:
Child Inclusive Research
3 November 2009 • University of Western Sydney

SPONSORSHIP & EXHIBITION OPPORTUNITIES
We are pleased to invite you and your organization to participate as a sponsor and/or exhibitor at two very significant events for children and young people. These events are the second conference of the International Society for Child Indicators on 4th and 5th November and the Symposium on Child Inclusive Research on 3rd November.

The conjunction of the themes of the two events around issues in measuring and monitoring child well-being through indicators, and child participation in research, is attracting considerable enthusiasm amongst potential contributors and attendees, internationally and locally. The conference will bring together policymakers, academics and practitioners concerned with issues in advancing child well-being and welfare, through the development of appropriate measurement tools and increased knowledge of what child and youth well-being is about, as well as ways of involving children in having a say about their own well-being.

The Sponsorship and Exhibition prospectus outlines opportunities for organisations to be highly visible to participants at these two events. We hope that we will be able to talk with you or others in your organization, over coming months to discuss how we can most effectively work with you on this exciting project.

We do hope that you will give favourable consideration to playing a role in supporting these important events.

Yours sincerely

Jan Mason
Chair, Conference Planning Committee
Professor of Social Work,
University of Western Sydney

Elizabeth Fernandez
Chair, Conference Program Committee
A/Professor, The University of New South Wales

How to secure your participation

Sponsorship and exhibition opportunities will be sold in order of application; so early commitment may avoid disappointment and will return maximum exposure. Please complete the enclosed application forms for sponsorship and/or exhibition space and return to ICMS Australasia.

A 50% payment will be required to secure your sponsorship and exhibition package. Completing the payment section of the application form will expedite this process. Alternatively, once your application is processed, you will receive a tax invoice for immediate payment.

Sponsorship and exhibition confirmation letters and tax invoices will be sent upon receipt of your application forms.

Payment Methods

Please see the enclosed Application Form.

Important Information

The information in this document is correct at the time of printing. The Organising Committee and their agents do not accept responsibility for any changes that may occur.

All prices quoted in this prospectus are inclusive of 10% Australian Goods and Services Tax (GST).

The Organising Committee reserves the right to accept or decline all applications for sponsorship and exhibition space.

Additional Information

For additional information on any of the opportunities outlined in this prospectus or to discuss tailoring a sponsorship and exhibition package to your specific marketing needs, please contact:

Sponsorship and Exhibition Account Manager – ISCI 2009
GPO Box 3270, Sydney NSW 2001, Australia
Tel: (+61 2) 9254 5000
Fax: (+61 2) 9251 3552
Email: sponsorship@isci09.com
Host
The 2nd International Conference of the International Society for Child Indicators (ISCI 2009), to be held in Sydney, Australia from the 4-5 November 2009, will be hosted by the International Society for Child Indicators (ISCI) and the Social Justice and Social Change Research Centre (SJSC) of the University of Western Sydney. The ISCI conference will be preceded by the University of Western Sydney Symposium on Child Inclusive Research.

Conference and Symposium Venue
The University of Western Sydney, Parramatta Campus has been chosen as the venue for ISCI 2009 and the Symposium. The Parramatta Campus’ surrounds include state-of-the-art Olympic venues; historical sites of Indigenous and colonial importance; traditional rural environments with the high-tech business districts, retail and service centres typical of a modern regional economic powerhouse. Only 40 minutes from central Sydney, there are plenty of exciting places to visit and experience whilst attending the Conference.

What are Child Indicators?
Child Indicators are statistics and other forms of evidence, which enable us to assess children’s well-being. Child indicators are typically gathered in focal areas which include health, education, socio-emotional development, and safety. These indicators can be used to identify, measure and monitor aspects of children’s lives and well-being in order to inform policy development.

About ISCI
The International Society on Child Indicators (ISCI) is a member’s organization dedicated to developing standards, fostering collaborative research, enhancing dissemination, and encouraging publication in the field of measuring children’s well being and using child indicators for policy making.

What is Child Inclusive Research?
Researchers who practice child inclusive research emphasise hearing directly from children about their lives and about childhood. Such research may be led by adults who seek to include children as active participants, or it may be designed and conducted by children with adult assistance.

Conference and Symposium Programs
The theme for the 2009 Conference is “Counting Children In! Child Indicators: Research, Theory, Policy and Practice” and aims to promote dialogue around concepts of child indicators and of child well-being as well as to develop a structure to achieve dynamic and productive dialogue on the topic amongst diverse stakeholders and between research, theory, policy and practice.

The program for this conference and for the Symposium totals 3 days and comprises a mix of plenary sessions by international and national keynote speakers, contributed paper presentations, panel discussions and other interactive forums.

As part of the Conference theme for the ISCI conference the following topics will be addressed:

- Theoretical, conceptual and empirical issues in the development of child indicators
- Measurement issues at levels of individual, family, community and globally.
  - What is measured or counted?
  - Who decides what is measured or counted? (perspectives of all stakeholders including children and young people)
  - How are indicators being used (potential uses and abuses).
- Diversity as a challenge to the construction and implementation of indicators (Taking account of age, gender, ability, culture, geography and socio-economic status).

The Symposium will be focused on issues around children as participants in research and children doing research on their own lives and childhood.

Conference Promotion
A professionally planned marketing strategy will ensure that the benefits of attending ISCI 2009 Conference and SJSC Symposium are widely known around Australia and internationally among academics, researchers, practitioners, policy makers, organizations and professional societies. This will include:

- Extensive direct mail campaigns
- Website and electronic promotions
- Editorials and advertising in relevant publications, journals and associated websites
Who will attend ISCI 2009/Child Inclusive Research Symposium?

- Policy makers and planners
- Academics
- Researchers
- Child advocates
- Practitioners in child and youth areas
- Professionals in child and family work.
- Children and young people
- Directors and CEOs of relevant organisations

Who should support ISCI 2009/ Child Inclusive Research Symposium?

- Government departments
- Research organisations including universities
- Organisations with products or services:
  relevant to children, parenting and families.
- Organisations with an interest in:
  – promoting the well-being of children and young people
  – promoting the rights of children and young people
  – supporting and strengthening families
  – providing care to children and young people
- Broadcasters
- Publishing houses

Why sponsor ISCI 2009/Child Inclusive Research Symposium?

ISCI 2009 and the SJSC Symposium will provide a unique environment for facilitation of learning, enhancement of professional skills and exchange of information on new practices and research results with highly respected keynote speakers and presenters. The areas covered by ISCI 2009 should contribute to continued improvements in the development of policies and practices designed to extend the level of child well-being, through improvements in the measurement and monitoring of child health, and well-being.

All sponsorship contributes to the promotion, planning and operation of ISCI 2009 and the Symposium, reducing the overall cost of managing and staging the event and enabling a higher level of participation by all delegates, including those from remote regions of Australia and developing countries.

Aligning your organisation with ISCI 2009 and the SJSC Symposium will provide you with the opportunity to consolidate relationships in the target area and expose your staff to their key markets and strengthen contacts within your organisation’s focus and demographic. With over 200 delegates expected to attend, the reasons to participate include:

- Your organisation will be recognised for your involvement and support of the 2nd International Society of Child Indicators Conference and the SJSC Symposium on Child Inclusive Research.
- Sponsorship will provide an excellent opportunity to promote your organisation, and allows your brands to maintain a high profile amongst a wide range of professionals, and organisations before, during and after the Conference.
- Informal opportunities will exist to talk with local, interstate and international delegates during scheduled conference breaks and at the Conference Dinner.
- Conference participants will be keen to improve knowledge and approaches in the development and use of child indicators. Aligning your organisation with this powerful experience demonstrates your commitment to supporting this vital role.
- Your commitment towards direct support of the betterment of child and youth well-being and policies will be acknowledged on both a national and international stage.
Sponsorship Packages

To ensure that your sponsorship package meets your organisation’s specific marketing needs, for tiered sponsorship options, sponsors are invited to select the level of sponsorship and one option listed within that particular level.

Sponsors will receive acknowledgements, benefits and entitlements according to their level of sponsorship contribution. All prices are inclusive of 10% Australian Goods and Services Tax.

Exhibition participation can be purchased additionally.

Gold Sponsorship ($11,000)
Please choose one of the following items:
(3 Opportunities Available)

A. Delegate Satchels (Exclusive Opportunity)
- Organisation logo along with the Conference/Symposium branding printed on each Conference Satchel (placement and size of logo will be at the discretion of the organising committee)
- One Table Top display in exhibition area which includes:
  - One (1) full exhibition registration.
  - Trestle Table
  - Organisation name on back wall fascia
  - Two (2) Chairs
  - Back wall
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- 25 word profile on Organisation in ISCI 2009 and SJSC Symposium Program & Abstract Book
- Logo on Conference website with hyperlink to Organisation’s website
- Logo in ISCI 2009 and SJSC Symposium Registration Brochure (If Confirmation received prior to production)
- Logo to appear on ISCI 2009 and SJSC Symposium venue signage
- One satchel insert to be placed into delegate satchels (item to be approved by the organising committee)
- Delegate list (subject to privacy laws)
- Two delegate registrations to ISCI 2009 and the SJSC Symposium
- Two ISCI 2009 Dinner tickets

B. Delegate Name Badges (Exclusive Opportunity)
- Organisation Logo printed on the name badge (placement and size of logo will be at the discretion of the organising committee)

C. Conference Website (Exclusive Opportunity)
- Banner advertisement on every page of the website with a hyperlink to the sponsors website (placement and size of logo will be at the discretion of the organising committee)
- One Table Top display in exhibition area which includes:
  - One (1) full exhibition registration.
  - Trestle Table
  - Organisation name on back wall fascia
  - Two (2) Chairs
  - Back wall
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- 25 word profile on Organisation in ISCI 2009 and SJSC Symposium Program & Abstract Book

To ensure that your sponsorship package meets your organisation’s specific marketing needs, for tiered sponsorship options, sponsors are invited to select the level of sponsorship and one option listed within that particular level.

Sponsors will receive acknowledgements, benefits and entitlements according to their level of sponsorship contribution. All prices are inclusive of 10% Australian Goods and Services Tax.

Exhibition participation can be purchased additionally.
Sponsorship Packages

Silver Sponsorship ($8,800)
Please choose one of the following items:
(2 Opportunities Available)

A. ISCI 2009 Dinner (Exclusive Opportunity)
- The ISCI 2009 Dinner will be the social highlight of the Conference. It will be an exciting night of fine food and wine.
- Opportunity for Organisation signage to be displayed in the Conference Dinner venue
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- Logo on Conference website with hyperlink to Organisation’s website
- Logo to appear on ISCI 2009 and SJSC Symposium venue signage
- Five complimentary tickets to the ISCI 2009 Dinner
- One satchel insert to be placed into delegate satchels (item to be approved by the organising committee)
- One delegate registration to ISCI 2009 and the SJSC Symposium
- One ISCI 2009 Dinner ticket

B. ISCI 2009 Lunches (Exclusive Opportunity)
- Naming rights to the two ISCI 2009 Lunches
- Opportunity for Organisation signage to be displayed at the Conference Lunch area
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- Logo on Conference website with hyperlink to Organisation’s website
- Logo to appear on ISCI 2009 and SJSC Symposium venue signage
- One satchel insert to be placed into delegate satchels (item to be approved by the organising committee)
- One delegate registration to ISCI 2009 and the SJSC Symposium

Bronze Sponsorship ($5,800)
Please choose one of the following items:
(Multiple Opportunities Available)

A. International Speaker Sponsorship
- Organisation logo to appear on screen at the beginning and end of speaker’s presentation
- Organisation logo to appear beside speaker’s name in all printed Conference material
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- Logo to appear on ISCI 2009 and SJSC Symposium venue signage

B. ISCI 2009/SJSC Symposium Morning and Afternoon Teas (Exclusive Opportunity)
- Opportunity for Organisation signage to be displayed within the Morning and Afternoon tea area
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- Logo to appear on ISCI 2009 and SJSC Symposium venue signage

C. Speaker Preparation Room (Exclusive Opportunity)
- Opportunity for Organisation’s signage to be displayed at the entrance to the speaker preparation room
- Organisation logo to appear on background screen of each computer
- Opportunity to supply Organisation’s branded mouse pads, pens etc. for use in the speaker preparation room (at sponsor’s expense)
- Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
- Logo to appear on ISCI 2009 and SJSC Symposium venue signage
Sponsorship Opportunities

Program and Abstract Book Sponsorship ($4,950)  
(Exclusive Opportunity)
• Organisation logo to appear on cover of the ISCI 2009 and SJSC Symposium Program & Abstract Book
• Full page black and white advertisement in the ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo to appear on ISCI 2009 and SJSC Symposium venue signage

Transfers & Transport Sponsorship ($3,300)  
(Exclusive Opportunity)
• Organisation logo to be printed on transfer schedule provided to delegates
• Organisation signage to be displayed in all chartered transfer coaches & boats
• Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo to appear on ISCI 2009 and SJSC Symposium venue signage

National Speaker Sponsorship ($2,500)  
(Multiple Opportunities Available)
• Organisation logo to appear on screen at the beginning and end of speaker's presentation
• Organisation logo to appear beside speaker’s name in all printed Conference material
• Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo to appear on ISCI 2009 and SJSC Symposium venue signage

Small interactive forums Sponsorship ($2,200)  
(Exclusive Opportunity)
• Organisation signage to be displayed on each of the tables
• Organisation signage to be displayed in interaction venues
• Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo to appear on ISCI 2009 and SJSC Symposium venue signage

Children's Conference Speaker Sponsorship ($2,200)  
(Multiple Opportunities Available)
• Verbal acknowledgement of Organisation as sponsor of speaker at the Children’s Conference

Children's Conference Lunch Sponsorship ($1,100)  
(Exclusive Opportunity)
• Naming rights to the Children's Conference Lunch
• Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo to appear on ISCI 2009 and SJSC Symposium venue signage

Note Pad & Pen Sponsorship ($2,200) or ($1,100 if items supplied)  
(Exclusive Opportunity)
• Opportunity to provide your organisation's branded notepads and pens for use during and after ISCI 2009 and the SJSC Symposium by all delegates
• Logo in ISCI 2009 and SJSC Symposium Program & Abstract Book
• Logo to appear on ISCI 2009 and SJSC Symposium venue signage

International Educational Award Developing Country Delegates’ ($2,500)  
(Multiple Opportunities Available)
The Organising Committee for the Conference will select an eligible delegate from a developing country to receive a financial assistance package upon attendance at the Conference. There will be a selection process and eligibility criteria implemented by the Organising Committee.

National Educational Award Remote Australian Delegates’ ($1,100)  
The Organising Committee for ISCI 2009 will select an eligible delegate from regional/remote Australia to receive a financial assistance package upon attending the Conference. There will be a selection process and eligibility criteria implemented by the Organising Committee.
Exhibition

Exhibition Dates
The ISCI 2009 and SJSC Symposium exhibition will be open from Tuesday 3 November, until Thursday 5 November 2009.

Exhibition Opportunities
1. Exhibition Shell Scheme $1320
   Package includes:
   • Two (2) exhibition registrations.
   • Six (6) square metres of exhibition space (3x2mtrs)
   • Organisation name on fascias over each open side
   • Back and side walls
   • Two (2) spotlights
   • One standard power outlet
   • Acknowledgement as an exhibitor on the Conference website

2. Table Top Display $660
   Package includes:
   • One (1) full exhibition registration.
   • Trestle Table
   • Organisation name on back wall fascia
   • Two (2) Chairs
   • Back wall
   • Acknowledgement as an exhibitor on the Conference website

Full Page Advertisement in Program and Abstract Book ($1,650)
(Multiple Opportunities Available)

Half Page Advertisement in Program and Abstract Book ($825)
(Multiple Opportunities Available)

Satchel Insert ($660)
(Multiple Opportunities Available)

Exhibition Floor Plan
The floor plan included in this prospectus is correct at time of printing. The ISCI 2009 and SJSC Symposium Sponsorship and Exhibition Organiser retains the right of alteration should it be deemed necessary. These changes may occur without notice, but every best endeavour will be used to inform exhibitors of any changes. Please visit the ISCI 2009 Conference website for up to date information www.isci09.com
Sponsorship Application Form

CONTACT DETAILS

Please note all correspondence including invoices will be sent to the contact supplied below.

Company Name ________________________________________________________________
Contact Person ________________________________________________________________
Position ______________________________________ Email ____________________________
Telephone ___________________________ Fax ___________________________
Address ________________________________________________________________________
State ___________________________ Postcode ___________
Country ___________________________ Website ______________________________________

SPONSORSHIP OPPORTUNITIES (tick appropriate box)

All sponsorship prices are inclusive of 10% GST (Goods and Services Tax)

<table>
<thead>
<tr>
<th>Sponsorship Packages</th>
<th>Amount</th>
<th>Options</th>
</tr>
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<tbody>
<tr>
<td>Gold Sponsorship</td>
<td>$11,000</td>
<td>□ National Speaker £2,500 □ Small Interactive Forums £2,200</td>
</tr>
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<td></td>
<td>□ Children’s Conference Speaker £2,200</td>
</tr>
<tr>
<td>B. Delegate Name Badges</td>
<td></td>
<td>□ Children’s Conference Lunch £1,100</td>
</tr>
<tr>
<td>C. Conference Website</td>
<td></td>
<td>□ Note Pad &amp; Pen £2,200</td>
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<tr>
<td>Silver Sponsorship</td>
<td>$8,800</td>
<td>□ Note Pad &amp; Pen (if items supplied) £1,100</td>
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<td>B. Morning and Afternoon Teas</td>
<td></td>
<td>□ Satchel Insert ($660)</td>
</tr>
<tr>
<td>C. Speakers’ Preparation Room</td>
<td></td>
<td>□ Child Indicators Conference Lunch £1,100</td>
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<tr>
<td>Program and Abstract Book</td>
<td>$4,950</td>
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</tr>
<tr>
<td>Transfers &amp; Transport</td>
<td>$3,300</td>
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I agree to be invoiced for a total of $___________________ for the items selected above.
Signature ________________________________________________________________ Date____/____/____

Application forms may be faxed or mailed to the contact listed on the reverse side. Sponsorship agreement and tax invoice will be sent upon receipt of your application form.

METHOD OF PAYMENT (tick appropriate box) Payment details to be provided on invoice.

□ I wish to pay by cheque
□ I wish to pay by bank transfer. Bank details will be supplied on your tax invoice issued with confirmation
□ Please tick this box if you do NOT wish to receive Meeting Updates via email
Exhibition Application Form

CONTACT DETAILS

Please note all correspondence including invoices will be sent to the contact supplied below.

Company Name _______________________________________________________________________________
Contact Person ________________________________________________________________________________
Position _______________________________________ Email__________________________________________
Telephone _______________________________________ Fax__________________________________________
Address ______________________________________________________________________________________
State ____________________________________________________________________ Postcode____________
Country ____________________________________ Website__________________________________________
Products/Services to be exhibited _________________________________________________________________

EXHIBITION BOOTH REQUIREMENTS

Priority of placement within the exhibition will be offered to sponsors first and then sold in accordance with the date of application receipt.

Preferred exhibition location:
First Choice: ___________________________________
Second Choice: ________________________________
Third Choice: __________________________________

EXHIBITION OPPORTUNITIES

Please indicate which exhibition option you would like to purchase. All prices are inclusive of 10% Australian GST.

<table>
<thead>
<tr>
<th>Tick</th>
<th>Opportunity</th>
<th>Cost</th>
<th>Total sqm required</th>
<th>Total inc GST</th>
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</thead>
<tbody>
<tr>
<td>☐</td>
<td>1. Exhibition Shell Scheme</td>
<td>$1320.00</td>
<td></td>
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</tr>
<tr>
<td>☐</td>
<td>2. Table Top Display</td>
<td>$660.00</td>
<td></td>
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</tbody>
</table>

CONDITIONS OF PAYMENT

Upon confirmation of your booth number the following payment options are available

• Payment in full 100%
• Fifty percent (50%) of total owing will be due upon confirmation of your booth number
• Fifty percent (50%) of the balance will be due by 3 July 2009. Applications made after 3 July 2009 will be required to pay 100% of the total owing upon confirmation of your booth number.

Declaration: I have read & accept the terms & conditions in the prospectus and wish to become an exhibitor at ISCI 2009. I agree to be invoiced for a total of AUD__________ including 10% GST.

Signature _______________________________________________________________ Date__/__/____

☐ Please tick this box if you do NOT wish to receive Meeting Updates via email

POST OR FAX YOUR COMPLETED APPLICATION FORMS TO:
Sponsorship & Exhibition Manager Email: sponsorship@isci09.com
ISCI 2009 GPO Box 3270, Sydney NSW 2001 Australia
Tel: (+61 2) 9254 5000 Fax: (+61 2) 9251 3552
TERMS AND CONDITIONS OF CONTRACT

The Contract

1. The term "Organiser" refers to ICMS Australasia Pty Ltd and includes associations, corporate and government bodies who have engaged ICMS Australasia Pty Ltd as their representative.

2. The term "Exhibitor" includes any person, firm, company or corporation and its employees and agents identified in the Application Form or other written request for exhibition space.

3. A "contract" is defined as being between the Organiser and Exhibitor when the Organiser accepts the signed Application Form and receives a deposit of 50% of the total owing as a deposit. The Organiser will then issue a confirmation letter to the Exhibitor.

4. The Organiser may cancel the contract at their discretion and if the agreed deposit is not received within 28 days from the date of the Application Form. Additionally the Organiser reserves the right to cancel the contract by returning the deposit within 28 days of receipt.

The Application

5. An official Exhibition Application Form must be received to reserve space.

6. The Organiser reserves the right to refuse application or exhibit any Exhibitor from participation without assigning a reason for such refusal or prohibition.

Obligations and Rights of the Organiser

7. The decision of the Organiser is final and decisive on any question not covered in this contract.

8. The Organiser agrees to hold the exhibition however, reserves the right to postpone or cancel the exhibition if the dates stated or to hold the exhibition on other dates as near to the original dates as possible, utilising the right only when circumstances necessitate such action and without any liability to the Organiser.

9. The Organiser agrees to promote the exhibition to maximise participation.

10. The Organiser agrees to allocate the Exhibitor an exhibition space as close as possible to their desired location.

11. The Organiser reserve the right in unforeseen circumstances to amend or alter the exact site of the location of the stand and the Exhibitor undertakes to agree to any alteration to the site or the space re-allocated by the Organiser.

12. The Organiser reserves the right to change the exhibition floor layout if necessary.

13. The Organiser is responsible for the control of the exhibition area only.

14. The Organiser may shorten or lengthen the duration of the exhibition and alter the hours during which the exhibition is open.

15. The Organiser agrees to provide the Exhibitor with an Exhibitor Handbook prior to the exhibition for the purpose of communicating required actions on the part of the Exhibitor.

16. The Organiser has the right to take action based on verbal or written directions including those contained in the Exhibition Manual. This is to ensure that all laws in connection with the exhibition are complied with, to prevent damage to person or property and to maximise the commercial success of the exhibition.

17. The Organiser may refuse without limitation to permit activity within the exhibition or may require cessation of particular activities at their discretion.

18. The Organiser reserves the right to specify "booth" sizes and dimensions for display areas.

19. The Organiser reserves the right to disapprove the content and presentation of the Exhibitor catalogues, acknowledgements, handbills and any other material submitted for the exhibition.

20. The Organiser may determine the hours during which the Exhibitor will have access to the exhibition venue for the purpose of setting up and dismantling.

21. The Organiser reserves the right to refuse any person including exhibitor staff, representatives, visitors, contractors and/or agents entry to the exhibition if they hold a purchased or complimentary entry card.

22. The Organiser will specify conditions relating to the movement of goods and displays, prior, during and after the exhibition.

23. The Organiser will specify any regulations with regard to floor space, microphones, sound amplification, machine demonstrations and videos. The exhibitor agrees to abide by these.

24. The Organiser will arrange security onsite during the period of the exhibition but will accept no liability for loss or damage.

25. The Organiser will arrange for daily cleaning of aisles outside the exhibition open hours.

Obligations and Rights of the Exhibitor

26. The Exhibitor must ensure that all accounts are finalised and paid prior to the allocated exhibition move-in period.

27. The Exhibitor must use allocated space only for the display and promotion of goods and/or services within the scope of the exhibition.

28. The Exhibitor will undertake every effort to maximise promotion and commercial benefits of participating in the exhibition.

29. The Exhibitor must comply with all directions / requests issued by the Organiser including those outlined in the Exhibition Manual.

30. The Exhibitor must comply with all applicable laws, including laws in relation to occupational health & safety. The Exhibitor will therefore act with care to avoid damage to persons or property in the exhibition.

31. The Exhibitor must ensure the cleanliness and tidiness of their allocated space. Upon the conclusion of the exhibition the Exhibitor will promptly remove all exhibits, tools and other materials. If the Exhibitor fails or refuses to do so, the Organiser may arrange for this to be done by an external party at a cost to be paid by the Exhibitor.

32. The Exhibitor will not display an exhibit in such a manner as to obstruct or affect neighbouring exhibitors. This includes blocking or projecting light, impeding or projecting into aisles or neighbouring exhibition spaces.

33. The Exhibitor will submit plans and visuals of custom designed exhibitions to the Exhibitor for approval prior to the commencement of the exhibition. Exhibitors failing to do so may be denied access to the exhibition build to or may be requested to cease building. A valid Insurance Certificate of Currency for independent exhibition contractors will also be submitted prior to the Organiser granting this company access to the exhibition area.

34. The Exhibitor is responsible for all items within their allocated exhibition space.

35. The Exhibitor agrees to adhere to all fire regulations and will refrain from using flammable or dangerous materials within the exhibition. All flammable materials must be sought from the Organiser if flammable or dangerous materials are required for the success of the exhibit.

36. The Exhibitor will not use nails, screws or other fixtures on any part of the premises including walls and floor unless authorised by the Organiser. In any case all permanent damage must be able to produce this documentation.

37. The Exhibitor agrees to adhere to all fire regulations and will refrain from using flammable or dangerous materials within the exhibition. All flammable materials must be sought from the Organiser if flammable or dangerous materials are required for the success of the exhibit.

38. The Exhibitor agrees to adhere to all instructions relating to delivery of goods and to the exhibition move-in period.

39. The Exhibitor agrees to conduct all business transactions within the scope of the exhibition.

40. The Exhibitor agrees to adhere to all regulations relating to sound levels including microphones, electronic, telecoms and IT equipment. This is for insurance and security reasons. All non-official contractors wishing to be on site are required to produce current Certificates of Currency for Insurance, Public Liability and OH & S. Access will be denied without such documentation.

Insurance and Liability

41. All Exhibitors must have Public Liability Insurance for the period of the exhibition and must be able to produce documentation immediately at the request of the Organiser.

42. Exhibitors must insure, indemnify and hold the Organiser harmless in respect of all damages, injuries, costs, claims, demands, expenses and interest for which the Organiser may become liable.

43. Whilst the Organiser will endeavour to protect exhibition property whilst on display at the exhibition, it must be clearly understood that the venue, the Organising Committee and the Organiser cannot accept liability for any loss or damage to property or products or occasioned from any cause whatsoever.

44. The Organiser shall not be liable for any loss, which exhibitor may incurr as a result of the intervention of any act or omission which prevents the use of the premises or any part thereof in any manner whatsoever.

45. The Organiser shall not be liable and makes no guarantee of the number of visitors to the exhibition. Equally the Organiser will not be accountable for the level of commercial activity generated.

Payment & Cancellation

46. The Organiser will not be liable and makes no guarantees of the number of visitors to the exhibition. The Exhibitor contracted to this space will remain liable to all Terms and Conditions of Contract and will not be eligible for a refund.

47. The Exhibitor has seven (7) days in which to make their final payment when it falls due. After this time the space will be available for sale to another company. All deposits paid will be automatically forfeited and NO refund will be made. NO exhibitor shall occupy allocated exhibition space until all monies owing to the Organiser by the Exhibitor are paid in full.

48. In the event that the Exhibitor fails to occupy their allocated exhibition space by the advertised opening time, the Organiser is authorised to occupy this space in any manner deemed to be in the best interest of the Exhibition. The Exhibitor contracted to this space will remain liable to all Terms and Conditions of Contract and will not be eligible for a refund.

49. If the Exhibitor wishes to cancel their participation a request must be submitted to the Organiser in writing. Exhibitor cancellations and refunds will be administered as follows:

a. If notice of cancellation is received 12 months or more before the first day of the exhibition, the Exhibitor will be entitled to a 75% refund on funds due at the time of cancellation.

b. If notice of cancellation is received between 6 and12 months before the first day of the exhibition, the Exhibitor will be entitled to a 50% refund on funds due at the time of cancellation.

c. If notice of cancellation is received less than 6 months before the first day of the exhibition, the Exhibitor will not be entitled to a refund.

d. If notice of cancellation is received and full payment for funds owing has not been received, the Exhibitor may be invoiced for the difference to satisfy the above cancellation and refund policy.

50. If notice of cancellation is received prior to the first payment being made, the Exhibitor will be invoiced for and agreed to pay 25% of the total funds owing at that time.

Terms & Conditions of Contract Reviewed June 2004

Stand Services and Construction

42. Official contractors will be appointed by the Organiser to undertake stand construction, freight forwarding plus supply furniture, electrics, telecoms and IT equipment. This is for insurance and security reasons. All non-official contractors wishing to be on site are required to produce current Certificates of Currency for Insurance, Public Liability and OH & S. Access will be denied without such documentation.