

NZOG Contract & Booking Form

Catalogue Costs

Please tick the appropriate box

Full Page - full colour	NZ\$3475	<input type="checkbox"/>
Island - full colour	NZ\$3035	<input type="checkbox"/>
Half Page - full colour	NZ\$2375	<input type="checkbox"/>
Third of Page - full colour	NZ\$2180	<input type="checkbox"/>
Full Page - mono	NZ\$2180	<input type="checkbox"/>
Half Page - mono	NZ\$1370	<input type="checkbox"/>
Third of Page - mono	NZ\$1130	<input type="checkbox"/>

Expo Space Costs

Company: _____
Address: _____
Post Code: _____
Contact Name: _____
Position: _____
Telephone: _____
Facsimile: _____
E-mail: _____
Date: _____

I Will Require _____ sqm. Stand No. _____
(Minimum Stand Size 9sqm)



OPTION 1

3 x 3 = \$4200
6 x 3 = \$8,250
9 x 3 = \$12,300

- Expo Blue Seamless Walls
- Steel Blue Fascia Board
- Blueberry Carpet
- 2x 150W Spotlights
- 1x 4 amp Power Point
- Facia: Company Name in Text
- 100 Word Exhibitor Catalogue Listing (to be provided at time of booking)
- 2 x Tickets to Sundowner BBQ



OPTION 2

3 x 3 = \$3975
6 x 3 = \$7,800
9 x 3 = \$11,625

- Floor Space Only
- 100 Word Exhibitor Catalogue Listing (to be provided at time of booking)
- 2 x Tickets to Sundowner BBQ

IMPORTANT - To ensure the site of your choice, return this form to the Organisers as soon as possible. I have read and understood the terms and conditions included with this flyer and agree to abide by them.

Signature _____ Date _____

After receipt of this booking form the Organisers will confirm your booking by sending an invoice for 50% of participation costs. Final payment of the remaining 50% is due on or before 30th June 2012. Every effort will be made to allocate sites preferred but alternatives may prove necessary.

Terms & Conditions

1. Your stand must be adequately staffed during the opening hours of the exhibition. You should occupy your stand by 10.00am on the opening day of the exhibition. Should you fail to display, we reserve the right to deal with the space as we see fit. Non-occupation will in no way absolve you from your financial obligation to Swan Exhibitions.

2. You may not erect any structure which in the organisers opinion interferes with an adjoining exhibitor. We reserve the right to stop any activity by you that causes annoyance to other exhibitors or visitors.

3. Any damage you cause must be recompensed at your expense.

4. In the event of the exhibition being abandoned, Swan Exhibitions will return all deposits, but will not be responsible for the cost of any work carried out by you or your contractors.

5. Swan Exhibitions reserve the right to alter the layout of the exhibition at any time. Should this be necessary, we will allot alternative stands. We will adjust the cost of your stand space if it is affected by such an alteration.

6. In the event of cancellation of exhibition space should the organiser agree to any request for release from the Contract, the Exhibitor will be liable for all or part of the cost of their stand on the following scale:

Cancellation 271 days or more before the show	15% of cost
Cancellation 270 & 181 days or more before the show	40% of cost
Cancellation 180 & 121 days or more before the show	60% of cost
Cancellation 120 & 61 days or more before the show	80% of cost
Cancellation 60 days or more before the show	100% of cost

7. Swan Exhibitions will appoint a contractor to erect shell stands, and no structural alteration to these stands by you will be allowed.

8. You may carry out additional work on interior decoration or fitting out of your stand, through a contractor of your choice, and at your expense. You must provide Swan Exhibitions with names and contact details of any such contractors.

9. If you have an open space stand, you must submit to us for approval, a drawing of the stand, showing plan and elevations and details of construction materials. The position of all display-features must be clearly indicated. We will retain the drawing.

10. Substances of a dangerous or flammable nature will not be permitted in any part of the exhibition area without written permission from Swan Exhibitions.

11. Empty packaging of any description must not be stored on stands.

12. All goods delivered to the exhibition premises must be accompanied by or received by you.

13. You must obtain from Swan Exhibitions the necessary passes to admit you, your staff and contractors. Swan Exhibitions reserve the right to refuse entry or to expel any person at any time, whether or not they hold an official pass.

14. Swan Exhibitions will be taking out public liability insurance. However, you are responsible for ensuring that you are adequately insured during the course of the exhibition.

15. Swan Exhibitions will provide an adequate security service but you are advised to protect yourself against any loss due to theft or damage throughout the exhibition, including the move-in and move-out periods. Swan Exhibitions will not be held responsible for loss or damage of any exhibit or other property under any circumstances.

16. In the event of change to the Terms & Conditions, exhibitors will be notified.

Swan Exhibitions

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Web: www.swanexhibitions.com.au
ABN: 68 757 137 338

New Zealand GST at 15% is applicable

Please sign and fax
booking form to:

+61 8 9443 2424