



## EXHIBITION OPPORTUNITIES

Sponsors, Companies and Organisations are invited to exhibit at the Conference and thus have the opportunity to network and showcase their products/services to their target audience.

### VENUE

The AICA 2010 exhibition will be held at:  
Burswood Entertainment Complex  
Grand Ballroom One  
Great Eastern Highway, Burswood, Perth, WA 6100  
Contact: Tamlyn Haynes  
Phone: +61 8 9362 8948  
Fax: +61 8 9362 7547  
Email: [tamlyn.haynes@burswood.com.au](mailto:tamlyn.haynes@burswood.com.au)  
Website: [www.burswood.com.au](http://www.burswood.com.au)

### FLOOR PLAN

A floor plan is available upon request from the Conference Secretariat. Please contact Vanessa Towell on +61 2 8204 0770 to obtain further details.

Stands will be allocated in order of receipt of application forms and levels of sponsorship. To secure your space please complete and fax the attached application form to + 61 2 8204 0770.

### EXHIBITION HOURS

#### Installation

Sunday, 3 October 2010 9:00 – 17:00

#### Dismantling

Wednesday, 6 October 2008 16:00 – 21:00

NB: Installation/dismantling hours are subject to change; Exhibitors will be notified if a change in hours occurs.

#### Exhibition Opening Hours:

Monday, 4 October 2010	18:00 – 20:00 (Welcome Reception)
Tuesday, 5 October 2008	10:00 – 16:00
Wednesday, 6 October 2008	10:00 – 16:00

NB: Exhibition hours are subject to change. Exhibitors will be notified if a change in hours occurs.



## EXHIBITION SPACE AND COSTS

Two types of exhibition space are outlined below:

### **1) 3m x 2m Floor Space only A\$5,500 (incl. GST)**

Floor Space Cost Includes:

- All power consumed during exhibition
- All cleaning of hallways
- Carpet

(Please note: A power connection is not supplied. This and other additional requirements are at the exhibitor's expense).

### **2) 3m x 2m Shell Scheme Booth A\$6,000 (incl. GST)**

Shell Scheme Booth cost includes:

- Stand: 3m x 3m x 2.4m with walls covered in velcro compatible frontrunner (size and colour ultimately dependent on contracted exhibition company's stock)
- Fascia : 1 x Company Name sign (with a maximum number of letters to be determined)
- Lighting: 2 x 150 watt track lights per booth
- Power: 1 x single power point (4 amp) per booth
- Carpet: The venue is fully carpeted
- Furniture: At the exhibitor's own expense

(Please note: Any additional requirements are at the exhibitor's expense).

### **Both exhibition packages will include the following benefits:**

- 2 exhibitor passes per 6m<sup>2</sup> stand. These passes enable personnel to work on their stand and include catering, but do not permit access to the scientific program.
- Lunch, Morning & Afternoon Tea and Welcome Reception
- Final list of Conference delegates (subject to privacy policy)
- One Final Program per 9m<sup>2</sup> stand
- One delegate list per stand
- One delegate satchel

**To book space**, please complete the AICA 2010 Sponsorship/Exhibitor application form on [page 17](#) by **Thursday 20 May 2010**. Booth allocation will occur shortly after this date. Sponsors, in particular, the Platinum and Gold Sponsors, will have first option. Following this, the exhibition space allocations will be based on the order in which bookings are received.



# SECURING SPONSORSHIP

## TERMS AND CONDITIONS

### SPONSORSHIP & EXHIBITION APPLICATIONS & CONDITIONS

- Applications must be received on the Official Application Contract Forms. A Tax Invoice will be issued upon receipt of this application form. The Application Form is located at the back of this prospectus.
- Full payment must be made within seven days from date of invoice.
- Exhibition and Sponsorship will not be assigned without a signed application and full payment upon receipt of invoice.
- The Organisers reserve the right at their total discretion to decline any application.
- All payments must be made in Australian Dollars. See payment details on application form.
- Payment can be made via cheque, bank transfer and credit card. Please note credit cards will incur a 4% surcharge.
- If the full payment is not received, the Conference Organiser has the right to review the commitment and withdraw the application.
- A cancellation policy is applicable, please refer to the Regulations.

### CANCELLATION POLICY

In exceptional circumstances the Organisers will be prepared to consider cancellation of their Contract with Sponsors and/or Exhibitors, but only if the following conditions are complied with:

- That the request for cancellation is submitted in writing.
- That the Organisers are able to re-let the cancelled space in its entirety.
- That the reason given for the request of the cancellations is, in the opinion of the Organisers, well founded.
- That the Sponsor/Exhibitor agrees that the Organisers shall retain 50% of the contract price if the cancellation is accepted between nine and three months prior to the Conference and 100% of the contract price if the cancellation is accepted within three months of the opening of the Conference.

### PAYMENT DETAILS

#### **Cheques**

Please make all cheques/drafts payable to: Conference Trust Account and send to the Conference Secretariat:

AICA2010

ASHM

Locked Mail Bag 5057

Darlinghurst NSW 1300

#### **Credit Card & EFT payments**

Please contact the Conference Secretariat, ASHM, on +61 2 8204 0770 for details.



**AICA 2010 CONFERENCE  
 SPONSORSHIP/EXHIBITION APPLICATION FORM  
 & TAX INVOICE  
 FAX TO +61 2 9212 4670**

Business or Company Name:.....

Company Address:.....

Contact Name:.....

Position Held:.....

Phone No:..... Fax No:.....

Email:.....

We are interested in the following sponsorship(please tick):

Platinum Sponsor \$36,300	<input type="checkbox"/>	Gold Sponsor \$25,300	<input type="checkbox"/>
Silver Sponsor \$17,600	<input type="checkbox"/>	Bronze Sponsor \$9,900	<input type="checkbox"/>
Internet Area Sponsor \$15,400	<input type="checkbox"/>	Abstract Book Sponsor \$11,000	<input type="checkbox"/>
Educational Breakfast Sponsor \$8,800	<input type="checkbox"/>	CD-ROM or USB Handbook Sponsor \$6,600	<input type="checkbox"/>
Pocket Program Sponsor \$6,600	<input type="checkbox"/>	Welcome Reception Sponsor \$8,800	<input type="checkbox"/>
Conference Satchel Sponsor \$8,800	<input type="checkbox"/>	Morning and Afternoon Tea Break Sponsors \$3,300	<input type="checkbox"/>
Stationery Sponsor \$550 per item	<input type="checkbox"/>	Information on Promotional Table \$440	<input type="checkbox"/>

Exhibition Space	Quantity
1) 3m x 2m Floor Space only A\$5,500 (incl. GST)	<input type="checkbox"/>
2) 3m x 2m Shell Scheme Booth A\$6,000 (incl. GST)	<input type="checkbox"/>

If you would like your logo included in the conference registration brochure (if applicable) sponsorship must be secured and paid for by 30 November 2009.

Investment Total (includes GST).....

A cheque for the sponsorship amount made payable to "Conference Trust Account" is attached / is following (please circle). A copy of your logo (as a high resolution >300dpi eps and jpg file in colour and black and white) should also be provided for use in recognising sponsorship.

I, -----(sponsor's signature) agree to the terms and conditions stated on page 16

Date.....