

AusACPDM 2016

Sponsor / Exhibitor Terms & Conditions

THE CONTRACT

1. The term 'Organiser' refers to DC Conferences acting as agent for the Australasian Academy of Cerebral Palsy and Developmental Medicine.
2. The term 'Exhibitor' and 'Sponsor' include any person, firm, company or corporation and its employees and agents identified in the Booking Form or other written request for Exhibition Space or Sponsorship.
3. A "Contract" is formed between the Organiser and Exhibitor and/or Sponsor when the Organiser accepts the signed application form and receives a deposit.
4. The Organiser reserves the right in unforeseen circumstances to amend or alter the exact site of the location of the stand.
5. The Organiser reserves the right to change the exhibition floor layout if necessary.
6. The Organiser may refuse without limitation to permit activity within the exhibition or may require cessation of particular activities at their discretion.
7. The Organiser reserves the right to specify heights of walls and coverings for display areas.
8. 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.
9. The Organiser will specify conditions relating to the movement of goods and displays, prior, during and after the exhibition.
10. The Organiser will accept no liability for loss or damage of equipment displayed or used by the exhibitor.
11. The Organiser and the Organising Committee reserve the right to change any part of the prospectus.

OBLIGATIONS & RIGHTS OF THE EXHIBITOR

12. The Exhibitor must ensure that all accounts are finalised and paid by the start date of the exhibition.
13. The Exhibitor must use allocated space only for the display and promotion of goods and / or services within the scope of the exhibition.
14. The Exhibitor must comply with all directions/requests issued by the Organiser including those outlined in the Exhibitor Manual.
15. The Exhibitor will submit plans and visuals of custom designed exhibits to the Organiser for approval prior to commencement of the exhibition.
16. The Exhibitor acknowledges that the Organiser will not be able to provide assistance in tracking lost deliveries.
17. The Exhibitor agrees that the Organiser will not be liable for any goods rejected by the venue or lost or damaged prior to the delivery date specified or on return.
18. It is the responsibility of the Exhibitor to ensure that the space hired for their exhibition complies with their company policy or codes of conduct.

STORAGE OF GOODS

19. Instructions regarding storage will be outlined in the Exhibitor Manual distributed prior to the exhibition.

STAND SERVICES & CONSTRUCTION

20. Official contractors will be appointed by the Organiser to undertake stand construction plus supply furniture and IT equipment. All non-official contractors wishing to enter the exhibition are required to provide current Certificates of Currency for Insurance, Public Liability and OH&S. Access will be denied without such documentation.

INSURANCE & LIABILITY

21. All Exhibitors must have Public Liability Insurance for the period of the exhibition and must be able to produce this documentation immediately at the request of the Organiser.
22. 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.
23. The Organiser, the venue, the Organising Committee cannot accept liability for any loss or damage to property sustained or occasioned from any cause whatsoever.

PAYMENT & CANCELLATION

24. Cancellation must be advised in writing.
25. No exhibitor shall occupy allocation space until all monies owing to the Organiser by the Exhibitor are paid in full.
26. The Exhibitor or Sponsor accepts that a cancellation fee of: 50% of the total contracted cost will be retained by the organiser if cancellation occurs prior to 1 October 2015. A fee of 100% of the total contracted cost will be retained by the organiser if cancellation occurs after 1 October 2015.