



IN PERSON OPPORTUNITIES

SPONSORSHIP FORM

A GEOTECHNICAL DISCOVERY DOWN UNDER

20th International Conference on Soil Mechanics and Geotechnical Engineering
1-5 May 2022 | ICC Sydney Australia www.icsmge2022.org

PERSONAL DETAILS

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

Organisation name (for invoicing purposes) _____

Contact Person (for invoicing purposes) _____

Email _____

Organisation name (for marketing purposes) _____

Contact Person (for organising purposes) _____

Position _____

Email _____

Telephone _____ Fax _____

Address _____

State _____ Postcode _____ Country _____

Website _____

SPONSORSHIP OPPORTUNITIES

Please tick appropriate box. All sponsorship prices are in AUD plus 10% GST (Goods and Services Tax).

Major

<input type="checkbox"/>	Foundation	\$60,000
<input type="checkbox"/>	Diamond	\$40,000
<input type="checkbox"/>	Platinum	\$30,000
<input type="checkbox"/>	Gold	\$20,000
<input type="checkbox"/>	Silver	\$10,000
<input type="checkbox"/>	Bronze	\$8,000

Education

<input type="checkbox"/>	Symposium	\$15,000
<input type="checkbox"/>	Breakfast Session	\$7,000
<input type="checkbox"/>	Lunch Session	\$10,000
<input type="checkbox"/>	Invited Speaker	\$10,000
<input type="checkbox"/>	Wksp / Conc Sess Speaker	\$5,000
<input type="checkbox"/>	Plenary Session	\$15,000
<input type="checkbox"/>	Concurrent Session	\$3,000
<input type="checkbox"/>	Workshop	\$4,000
<input type="checkbox"/>	Pre/Post Conf Wksp	\$10,000
<input type="checkbox"/>	Special Wkg Group / Int Group	\$2,500
<input type="checkbox"/>	Access to Talent >50	\$3,000
<input type="checkbox"/>	Access to Talent <50	\$1,000
<input type="checkbox"/>	Poster Zone	\$12,000

<input type="checkbox"/>	Speakers' Lounge & Preparation Room	\$12,000
<input type="checkbox"/>	STEM Expo	\$40,000
<input type="checkbox"/>	Delegates (Dev. Nat)	\$1,500
<input type="checkbox"/>	Oral Pres. Prizes	\$5,000
<input type="checkbox"/>	Poster Pres. Prizes	\$5,000

Legacy

<input type="checkbox"/>	Programmatic	\$20,000
<input type="checkbox"/>	Business Outreach	\$20,000
<input type="checkbox"/>	Volunteers	\$11,000

Delegate Services

<input type="checkbox"/>	Name Badge/Lanyard	\$8,000
<input type="checkbox"/>	Conference Satchel	\$15,000
<input type="checkbox"/>	Conference T-Shirt	\$15,000
<input type="checkbox"/>	Social Media Entitl.	\$1,500
<input type="checkbox"/>	Refillable Water Bottle	\$15,000
<input type="checkbox"/>	Barista Zone	\$7,000
<input type="checkbox"/>	Juice Bar	\$7,000
<input type="checkbox"/>	Media Room	\$10,000
<input type="checkbox"/>	Information Point	\$6,000
<input type="checkbox"/>	Program Book	\$15,000
<input type="checkbox"/>	Pocket Program	\$7,000

Catering

<input type="checkbox"/>	Morning Tea	\$2,000
<input type="checkbox"/>	Lunch	\$5,000
<input type="checkbox"/>	Afternoon Tea	\$2,000
<input type="checkbox"/>	Arrival Tea & Coffee	\$1,500

Wellness

<input type="checkbox"/>	Snack Station / Fruit	\$7,000
<input type="checkbox"/>	Chill Zone	\$8,000

Social

<input type="checkbox"/>	Gala Dinner	\$30,000
<input type="checkbox"/>	Networking Function	\$10,000
<input type="checkbox"/>	Opening Ceremony	\$20,000
<input type="checkbox"/>	Welcome Reception	\$20,000
<input type="checkbox"/>	VIP Dinner	\$9,000
<input type="checkbox"/>	Dine Around Sydney	\$10,000
<input type="checkbox"/>	Networking Drinks in Exhibition	\$5,000
<input type="checkbox"/>	Farewell Drinks	\$5,000
<input type="checkbox"/>	Conf Dinner After Party	\$20,000
<input type="checkbox"/>	Golf Tournament	\$20,000
<input type="checkbox"/>	Sydney Harbour Sailing	\$20,000

Technology

<input type="checkbox"/>	Conference App	\$13,000
<input type="checkbox"/>	Conference Website	\$15,000
<input type="checkbox"/>	Electronic Newsletter	\$1,000
<input type="checkbox"/>	Internet Café	\$8,000
<input type="checkbox"/>	Wi-Fi	\$10,000
<input type="checkbox"/>	Charging Station	\$8,000

Advertising

<input type="checkbox"/>	Program Book - Full Pg	\$500
<input type="checkbox"/>	Program Book - Half Pg	\$250
<input type="checkbox"/>	Conference App Advert	\$300
<input type="checkbox"/>	Conference App Notification Post	\$300
<input type="checkbox"/>	Ezine Advert / Feature	\$300
<input type="checkbox"/>	Digital Billboard per 30s	\$1,000
<input type="checkbox"/>	Website Advert / Feature	\$500
<input type="checkbox"/>	Onsite Advert - Screens	\$300
<input type="checkbox"/>	Satchel Insert	\$300

SPONSORSHIP TOTAL

\$ AUD

Declaration: I have read and accept the terms & conditions with this form and wish to become a sponsor at ICSMGE 2022.

I agree to sponsor for a total of **\$ AUD** _____ plus GST for the items selective above.

Signature _____ Date _____

Application forms may be emailed to the contact listed below. A tax invoice will be sent upon receipt of your application form.



EXHIBITION FORM

A GEOTECHNICAL DISCOVERY DOWN UNDER

20th International Conference on Soil Mechanics and Geotechnical Engineering
1-5 May 2022 | ICC Sydney Australia www.icsmge2022.org

EXHIBITION 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: _____

*Please indicate the companies you do not wish to be placed near**

**Subject to availability at the time of booking and maybe subject to change.*

EXHIBITION CONFIRMATION

Cost (AUD) plus GST

- | | | | |
|--------------------------|------------------------------|---------|----------------|
| <input type="checkbox"/> | Exhibition Booth | \$7,000 | |
| <input type="checkbox"/> | Exhibition Table Top Display | \$2,000 | |
| <input type="checkbox"/> | Space Only Rate per sqm | \$600 | Qty: _____ sqm |

EXHIBITION TOTAL Plus GST

\$ AUD

Declaration: I have read and accept the terms & conditions with this form and wish to become an exhibitor at ICSMGE 2022.

I agree to exhibit for a total of \$ AUD _____ plus GST for the items selective above.

Signature _____ Date _____

Application forms may be emailed to the contact listed below. A tax invoice will be sent upon receipt of your application form.

METHOD OF PAYMENT

Tick appropriate box

- I wish to pay by bank transfer. Bank details will be supplied on your tax invoice issued with confirmation.
- I wish to pay by credit card. A link will be sent to you via email to complete your payment securely online.

Please note: All credit card payments will appear as "ICMS Australasia Pty Ltd" on your statement.

Forward completed application forms to:

Emma Bowyer
Sponsorship & Exhibition Manager
Email: emmab@icmsaust.com.au
Tel: +61 2 9254 5000

Terms and Conditions of Contract - In Person

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 identifies in the Application Form or other written request for exhibition space.
3. A "contract" is formed between the Organiser and Exhibitor when the Organiser accepts the signed Application Form and receives a minimum 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 if the agreed deposit is not received within 28 days of lodging 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 the space.
6. The Organiser reserved the right to refuse application or prohibit 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 the exhibition from the set dates to hold the exhibition on other dates as near 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 reserves 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 Exhibition Manual 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 heights of walls and coverings for display areas.
19. The Organiser reserves the right to disapprove the content and presentation of the Exhibitor catalogues, acknowledgements, handbills and printed matter with respect to 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 do not 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 sound levels including 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 not 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 must make every effort to maximise promotion and commercial benefits of participating in the exhibition.
29. The Exhibitor must comply with all directions/requests issues 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 will make arrangements 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 exhibitor. 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 exhibits to the Organiser for approval prior to the commencement of the exhibition. Exhibitors failing to do so may be denied access to the exhibition to build 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. Written approval 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 will result in the Exhibitor being invoices for all repairs.
37. The Exhibitor acknowledges that the Organiser has a preferred freight forwarder and agrees to comply with all instructions relating to delivery times. If an alternate freight forwarder is engaged, the Exhibitor acknowledges that the Organiser will not be able to provide assistance in tracking lost deliveries. The Exhibitor agrees that the Organiser will not be liable for any goods rejected by the venue, lost or damaged prior to the delivery date specified or on return.
38. The Exhibitor agrees to abide by requests made by the Organiser to stop any activity that may cause annoyance to others in the exhibition.
39. The Exhibitor agrees to conduct all business transactions within their allocated exhibition space unless otherwise approved by the Organiser.

Storage of goods

40. Unless otherwise communicated storage will not be provided onsite at the exhibition. Under no circumstance are goods permitted to be stored in public access areas.

Stand Services and Construction

41. Official contractors will be appointed by the Organiser to undertake stand construction and freight forwarding plus supply furniture, electrics, telecoms and IT equipment. This is for insurance and security reasons. All non-official contractors wishing to enter the exhibition 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

42. 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.
43. 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.
44. 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 sustained or occasioned from any cause whatsoever.
45. The Organiser shall not be liable for any loss, which exhibitor may incur as a result of the intervention of any Authority, which prevents the use of the premises or any part thereof in any manner whatsoever.
46. The Organiser will 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

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 automatically be 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. Withdrawal – if the Exhibitor withdraws its exhibition commitment they will be liable for the following payments in accordance with the below:
 - a. 12 months or more to the first day of the exhibition – 75% refund on sponsorship and exhibition amount
 - b. 6-12 months prior to the first day of the exhibition – 50% refund on sponsorship and exhibition amount
 - c. Less than 6 months prior to the first day of the exhibition – No refund on sponsorship and exhibition amount
 - d. If notice of cancellation is received and full payment for funds owing has not been received, the Exhibitor will be invoiced for the difference to satisfy the above and below cancellation and refund policy. Payments must be made within 7 days of receipt of invoice.
50. Cancellation – if the exhibition is cancelled due to unforeseen circumstances, the Organiser will not be liable to the Exhibitor for any loss incurred by the Exhibitor as a result of the cancellation however, all monies paid for the sponsorship will be refunded immediately.
51. Rescheduling – if the exhibition is rescheduled for any reason and the Exhibitor does not wish to participate in the exhibition at the rescheduled dates, the Organiser will not be liable to the Exhibitor for any loss incurred by the Exhibitor as a result of the rescheduling, and the Exhibitor will be liable for 25% of the total sponsorship cost.
52. If the exhibition transfers to an online format and the exhibitor does not wish to participate in the exhibition on the online format, the Organiser will not be liable to the Exhibitor for any loss incurred by the Exhibitor as a result of the online format. The Exhibitor will then be liable for 25% of the total sponsorship cost, being 10% administration and a scale dependant on the level of entitlements already delivered, such as promotion.
53. Booth availability may be limited or restricted and allocations and available quantities will be advised upon processing your application.

Terms & Conditions of Contract Reviewed May 2020



PARTICIPATION FORM

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20th International Conference on Soil Mechanics and Geotechnical Engineering
1-5 May 2022 | ICC Sydney Australia www.icsmge2022.org

PERSONAL DETAILS

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

Organisation name (for invoicing purposes) _____

Contact Person (for invoicing purposes) _____

Email _____

Organisation name (for marketing purposes) _____

Contact Person (for organising purposes) _____

Position _____

Email _____

Telephone _____ Fax _____

Address _____

State _____ Postcode _____ Country _____

Website _____

PARTICIPATION OPPORTUNITIES

Please tick appropriate box. All sponsorship prices are in AUD plus 10% GST (Goods and Services Tax).

Major

<input type="checkbox"/> Foundation	\$60,000
<input type="checkbox"/> Diamond	\$40,000
<input type="checkbox"/> Platinum	\$30,000
<input type="checkbox"/> Gold	\$20,000
<input type="checkbox"/> Silver	\$10,000
<input type="checkbox"/> Bronze	\$8,000

Education

<input type="checkbox"/> Breakfast Session	\$5,000
<input type="checkbox"/> Lunch Session	\$7,000
<input type="checkbox"/> Session Sponsorship	\$2,000
<input type="checkbox"/> Speed Talk	\$500

Social Program

<input type="checkbox"/> Virtual Wine Evening	\$20,000
<input type="checkbox"/> Virtual Social Function (Monday 2 May 2022)	\$7,500

Delegate Services

<input type="checkbox"/> Virtual Delegate Pre-Event Pack	\$30,000
<input type="checkbox"/> Virtual Chill Out Zone	\$5,000
<input type="checkbox"/> Taste of Australia Virtual Room	\$5,000
<input type="checkbox"/> Highlights Video	\$8,000
<input type="checkbox"/> Virtual Help Assistant	\$5,000
<input type="checkbox"/> Photo Competition Prize	\$2,000

Advertising

<input type="checkbox"/> Resource Gallery Insert	\$350
<input type="checkbox"/> Sponsor Video at Conclusion of a Plenary Session	\$500
<input type="checkbox"/> Sponsor Slide at Conclusion of a Conference Session	\$250
<input type="checkbox"/> Virtual Market Place Advertisement	\$350
<input type="checkbox"/> Virtual Program Book - Advertisement Full page	\$300
<input type="checkbox"/> Social Media Post	\$250
<input type="checkbox"/> Event App Pop Up Advertisement	\$150

Exhibition

<input type="checkbox"/> Virtual Custom Booth	\$4,200
<input type="checkbox"/> Virtual Exhibition Booth	\$3,500

PARTICIPATION TOTAL Plus GST

\$ AUD

CONDITIONS OF PAYMENT

- A 50% deposit is required upon confirmation of your Conference sponsorship item and / or booth.
- Payment must be made for all Conference sponsorship and exhibition monies prior to close of business on **12 December 2021**. Failure to do so may result in your Conference sponsorship item or exhibition stand being released again for sale.

PRIVACY STATEMENT

- YES**, I consent to my details being shared with suppliers and contractors of the Conference to assist with my participation and planning. Also for the information distribution in respect of other relevant events that may be of interest to me that are organised by the Conference Manager.
- NO**, I do not consent.

METHOD OF PAYMENT

Tick appropriate box

- I wish to pay by credit card. A link will be sent to you via email to complete your payment securely online.

Please note: All credit card payments will appear as "ICMS Australasia Pty Ltd" on your statement.

Declaration: I have read and accept the terms & conditions with this form and wish to become a sponsor at ICSMGE 2022.

I agree to participate for a total of \$ AUD _____ plus GST for the items selective above.

Signature _____ Date _____

Application forms may be emailed to the contact listed below. A tax invoice will be sent upon receipt of your application form.

Terms and Conditions of Contract - Virtual

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" or "Sponsor" includes any person, firm, company or corporation and its employees and agents identifies in the Application Form or other written request for exhibition space.
3. A "contract" is formed between the Organiser and Sponsor/Exhibitor when the Organiser accepts the signed Application Form and/or receives initial payment.
4. The Organiser may cancel the contract at their discretion if the agreed deposit is not received within 14 days of lodging the Application Form. Additionally the Organiser reserves the right to cancel the contract by returning the deposit within 14 days of receipt.

The Application

5. An official Exhibition Application Form or written confirmation must be received to reserve the space or sponsorship item.
6. The Organiser reserved the right to refuse application or prohibit any Sponsor or 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 virtual event/exhibition however, reserves the right to postpone the virtual event from the set dates to hold the exhibition on other dates as near the original dates as possible, utilising the right only when circumstances necessitate such action and without any liability to the Organiser.
9. The Organiser will take all diligent care to fulfil the sponsorship and exhibition commitments as outlined in the Sponsorship & Exhibition Prospectus.
10. The Organiser agrees to promote the event/exhibition to maximise participation as outlined in the prospectus
11. The Organiser agrees to allocate the Exhibitor a virtual exhibition space as close as possible to their desired location.
12. The Organiser reserves the right in unforeseen circumstances to amend or alter the exact site of the location of the virtual stand and the Exhibitor undertakes to agree to any alteration to the site or the space re-allocated by the Organiser.
13. The Organiser reserves the right to alter any aspect of the Program without notice.
14. The Organiser reserves the right to change or add to the virtual exhibition floor layout if necessary.

15. The Organiser is responsible for the control of the virtual exhibition area only.
16. The Organiser may shorten or lengthen the duration of the exhibition and alter the hours during which the exhibition platform is open.
17. The Organiser agrees to provide the Exhibitor with an Exhibition Manual prior to the exhibition for the purpose of communicating required actions on the part of the Exhibitor.
18. The Organiser may refuse without limitation to permit activity within the virtual exhibition or may require cessation of particular activities at their discretion.
19. The Organiser reserves the right to disapprove the content and presentation of the Exhibitor virtual catalogues, acknowledgements and downloads with respect to the exhibition.
20. If an organisation is found to not align their values with that of the Host Organisations, this may result in cancellation of your Sponsorship/Exhibition Package.
21. The Organiser will not be liable and makes no guarantee of the number of visitors to the platform /exhibition. Equally the Organiser will not be accountable for the level of commercial activity generated.

Obligations and Rights of the Virtual Sponsor/Exhibitor

22. The Sponsor/Exhibitor must ensure that all accounts are finalised and paid prior to the commencement of the virtual event.
23. The Exhibitor must make every effort to maximise promotion and commercial benefits of participating in the virtual exhibition.
24. Exhibitors and Sponsors are responsible for providing the information and/or artwork required by the Organisers by the due dates requested by the Organiser.
25. All exhibition space holders must register officially and attendance in the virtual platform will not occur unless the attendee is registered.
26. The Exhibitor must comply with all directions/requests issues by the Organiser including those outlined in the Exhibition Manual.
27. All promotion must be conducted from your Virtual Exhibition space or the virtual networking areas.
28. All organisations are expected to conduct their business in a professional, ethical manner and any breach will result in immediate cancellation of the Sponsorship/Exhibition package.
29. No exhibitor shall sublet, share, assign or apportion part of all of their booked virtual space expect upon written consent from the Organising Committee.

Payment & Cancellation

30. The Sponsor/Exhibitor has seven (7) days in which to make their final payment when it falls due. After this time the space or package will be available for sale to another company. All deposits paid will automatically be 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.
31. Withdrawal – if the Sponsor/Exhibitor withdraws their commitment they will be liable for the following payments in accordance with the below:
 - a. 12 months or more to the first day of the exhibition – 75% refund on sponsorship and exhibition amount
 - b. 6-12 months prior to the first day of the exhibition – 50% refund on sponsorship and exhibition amount
 - c. Less than 6 months prior to the first day of the exhibition – No refund on sponsorship and exhibition amount
 - d. If notice of cancellation is received and full payment for funds owing has not been received, the Exhibitor will be invoiced for the difference to satisfy the above and below cancellation and refund policy. Payments must be made within 7 days of receipt of invoice.
32. Cancellation – if the event is cancelled due to unforeseen circumstances, the Organiser will not be liable to the Exhibitor for any loss incurred by the Sponsor or Exhibitor as a result of the cancellation, however all monies paid for any sponsorship and exhibition will be refunded.
33. Rescheduling – if the event is rescheduled for any reason and the Sponsor or Exhibitor does not wish to participate in the virtual exhibition at the rescheduled dates, the Organiser will not be liable to the Exhibitor for any loss incurred by the Exhibitor as a result of the rescheduling, and the Exhibitor will only be liable for 25% of the total sponsorship and exhibition cost with the remaining funds being refunded.
34. Virtual booth availability may be limited or restricted and allocations and available quantities will be advised upon processing your application.

Terms and Conditions of Contract revised September 2020.

