

Official Supplier

EXHIBITION World Congress of Audiology 2014
VENUE Brisbane Convention and Exhibition Centre
DATES 3rd-7th May 2014

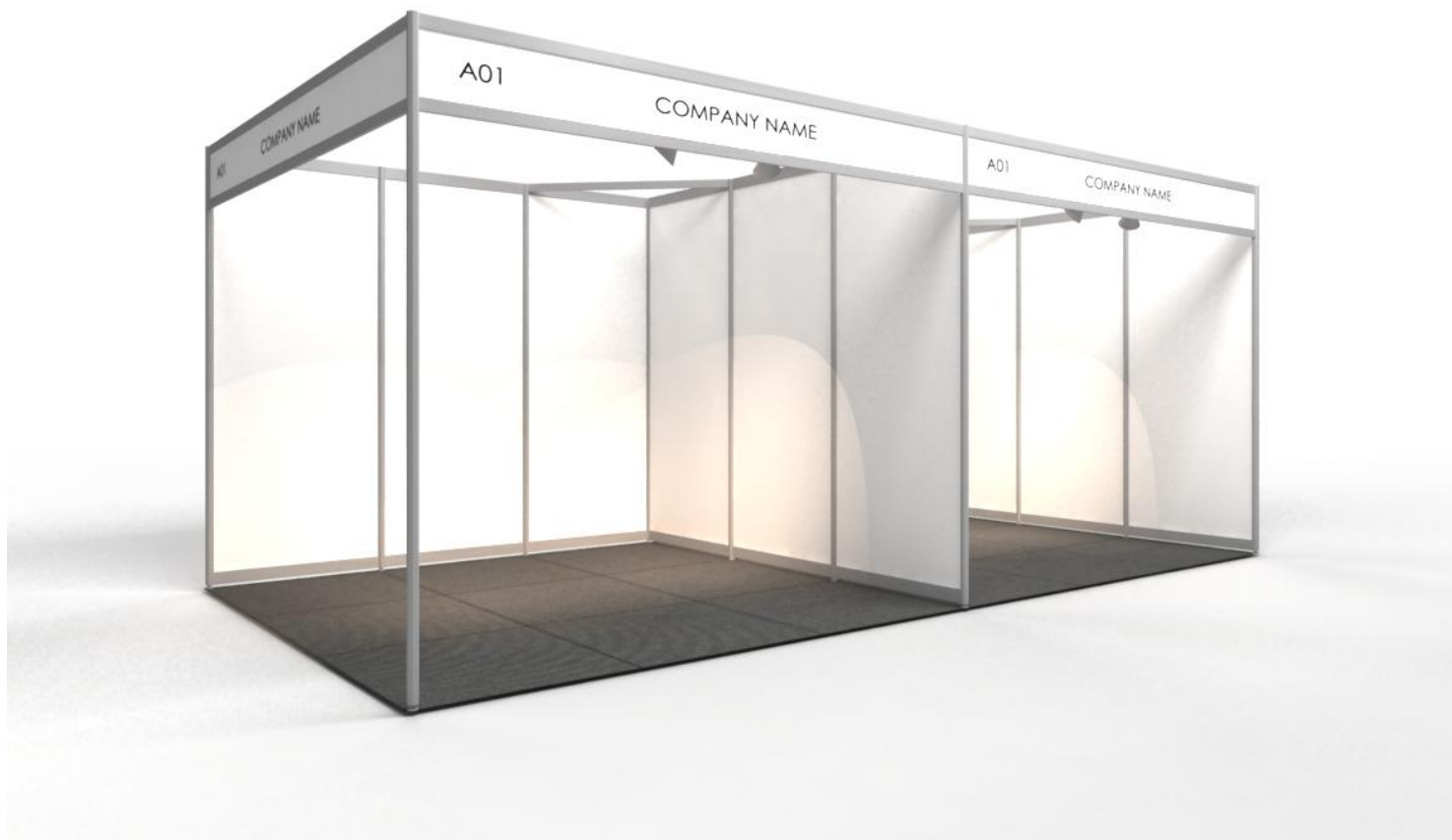
FORMS DUE 11/04/14

EXPONET
EXHIBITION & EVENT SERVICES
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information

ExhibitorKit





NOTE:
This diagram is for illustrative purposes only. For your specific stand size, please refer to your show floorplan.

ITEMS ALLOWED ON WALLS:
When attaching anything to walls, exhibitors are asked to only use velcro tape, bluetac, double-sided adhesive tape or wall-mounted shelving and slat walls with hooks.

ITEMS NOT ALLOWED ON WALLS:
Please do not use pins, staples, screws, nails, bolts, glue or paint as these cause permanent damage to the panels. Charges will apply for **ALL** damage to wall panels.

The following features are incorporated into your Stand Package:

- | | |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| STAND SIZE | Refer to the show floorplan for your specific stand size. |
| WALLS | 2.5mH White walls in an aluminium Octanorm frame. |
| FASCIA SIGN | Aluminium frame with standard White fascia board.
Company names will be installed on each open aisle fascia.
Lettering will be computer cut vinyl in Blue on the fascia board.
Each sign will be a maximum of 30 UPPERCASE characters including spaces. |
| LIGHTING | 2x 120W track mounted spotlights per 9 square metres mounted onto the light track inside the fascia |
| POWER | 1x 4amp Powerpoint per stand, regardless of size.
Located in rear corner of stand unless otherwise specified. |
| FLOORING | Flooring will be 1m x 1m carpet tiles in Charcoal . |

1 Return To Exhibitor Services Department.
Fax 02 9645 5300
Phone 02 9645 7000
Email esd@exponet.com.au
Post PO Box 120 Sydney Markets NSW 2129

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Stand Modifications

OPTIONAL FORM

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Exhibition	World Congress of Audiology 2014		Contact Name		
Company			Email		
Address			Phone		
State		Postcode	On-site Mobile		
Country			Stand No.		
			Stand Name		

2

ABOUT THIS FORM:
This form is only required if you wish to order changes to your exhibition stand such as adding walls, doors, storage areas or changing the type of flooring or carpet colour.

YOUR STAND:
The standard stand wall colour for this event is White with Charcoal carpet. Prices shown include installation.

If making any changes, please also complete the Stand Layout Form.

Please Note:
Orders placed after 11/04/14 incur a 20% surcharge on hire charges with a minimum of \$60.

Product	Colour	Quantity	Price	Sub Totals
Additional Walling	WHITE	l/m	\$60 per l/m	\$
	SILVER GREY	l/m		\$
Doors	WHITE		\$200 per door	\$
Carpet Tiles (1m squares)	BLACK	sqm	1-20m ² \$18 per sqm	\$
	CHARCOAL	sqm	21-60m ² \$16 per sqm	\$
	BLUEBERRY	sqm	+60m ² \$14 per sqm	\$
	BRIGHT BLUE	sqm		\$
	RED	sqm		\$
	TURF GREEN	sqm		\$
32mm Raised Floor	WHITE	sqm	\$80 per sqm	\$
	BEECH	sqm	\$70 per sqm	\$
Underlay	FOR USE ON VENUE CARPET	sqm	\$25 per sqm	\$
Hire Charge Total				\$
Add 7.5% Damage Waiver				\$
SUB TOTAL				\$
Add 3% Credit Card Surcharge				\$
TOTAL				\$
Add 10% GST				\$
INVOICE TOTAL				\$

l/m = lineal metre
sqm = square metre

Hire Terms & Conditions

- No orders will be installed until payment is received and processed
- Orders during Move-In are subject to late service fee
- Cancellations after delivery are charged at full rate
- Regional surcharges apply outside metropolitan areas
- Damage Waiver is a compulsory fee to cover attrition of hired equipment
- Please read the complete Terms & Conditions in our brochure or website

3

Payment. Payment must be received to confirm order. 3% Surcharge applies to Credit Card payments.

FUNDS TRANSFER - BSB: 012-220 A/C: 836 158 933 Account Name: ExpoNet
SWIFT CODE: ANZBAU3MXXX

AMEX VISA MASTERCARD DINERS CLUB CHEQUE

NAME ON CARD

CARD NUMBER

ABN

EXPIRY DATE DD / MM / YY

★ SIGNATURE

Order not valid unless signed by hirer (authorised agent/carholder)

4

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Wall Mounted Shelving & Slat Walls

OPTIONAL FORM

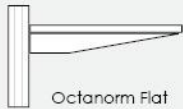
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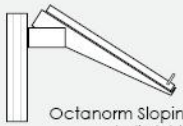
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State		Postcode	On-site Mobile		
Country			Stand No.		
			Stand Name		

2

Shelving Types



Octanorm Flat



Octanorm Sloping (adjustable)

If ordering any shelving, please also complete the **Stand Layout Form**.

Please Note:
Orders placed after 11/04/14 incur a 20% surcharge on hire charges with a minimum of \$60.

Product / Colour / Code

FLAT SHELF - BLACK 7011		\$48 per shelf	\$
FLAT SHELF - WHITE 7010		\$50 per shelf	\$
FLAT SHELF - GLASS 7014		\$55 per shelf	\$
SLOPING SHELF - BLACK 7016		\$48 per shelf	\$
SLOPING SHELF - WHITE 7015		\$50 per shelf	\$
SLAT WALL* - WHITE 7050		\$310 per /m	\$

* 2.4mH x 1m, hooks not included.

Shelving Notes

Shelf W 990mm x D 300mm, max 4x shelves per wall panel, max weight of 7kg per shelf, wall panels not included in price. Brackets used may vary. Only available for ExpoNet contracted shows.

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Quantity

Price +GST

Sub Totals

Hire Charge Total

Add 7.5%
Damage Waiver

SUB TOTAL

Add 3% Credit
Card Surcharge

TOTAL

Add 10% GST

INVOICE TOTAL

Payment. Payment must be received to confirm order. 3% Surcharge applies to Credit Card payments.

3

<input type="checkbox"/> FUNDS TRANSFER - BSB: 012-220 A/C: 836 158 393 Account Name: ExpoNet SWIFT CODE: ANZBAU3MXXX	<input type="checkbox"/> AMEX	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DINERS CLUB	<input type="checkbox"/> CHEQUE
NAME ON CARD					ABN
CARD NUMBER					EXPIRY DATE
					DD / MM / YY
<input type="checkbox"/> YES, I have completed the Stand Layout Form identifying where my wall mounted shelving/slat wall is to be positioned.					
★ SIGNATURE					Order not valid unless signed by hirer (authorised agent/cardholder)

4

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Power & Lighting

OPTIONAL FORM

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Company			Email		
Address			Phone		
			On-site Mobile		
State		Postcode			
Country			Stand No.		
			Stand Name		

2

ABOUT THIS FORM:

This form is required if you need to order power or lighting **in addition** to what is provided in your Stand Package (pg 2).

SPACE ONLY EXHIBITORS:

Space only exhibitors must also complete this form. You currently have **NO POWER** included.

If making any changes, please also complete the Stand Layout Form.

Please Note:
Orders placed after 11/04/14 incur a 20% surcharge on hire charges with a minimum of \$60.

Code	Description	Qty	Price	Sub Totals
2701	120W Spotlight on Track		\$89.00	\$
2702	120W Spotlight on Arm		\$111.00	\$
2703	300W Floodlight on Track		\$110.00	\$
2705	300W Floodlight on Arm		\$122.00	\$
2706	Low Voltage 50W 12V Downlight on Arm		\$117.00	\$
2759	Fluorescent Light - 4ft Double		\$106.00	\$
2710	Single 240V Powerpoint 1000W (max 4amp)		\$97.00	\$
2711	Single 240V Powerpoint 2400W (max 10amp)		\$117.00	\$
2712	Single 240V Powerpoint 3600W (max 15amp)		\$147.00	\$
2739	415V 32amp 3-Phase power outlet (5-pin plug)		\$420.00	\$
2719	415V 32amp 3-Phase point outlet with board		\$620.00	\$
				\$
				\$

Hire Charge Total

Add 7.5% Damage Waiver

SUB TOTAL

Add 3% Credit Card Surcharge

TOTAL

Add 10% GST

INVOICE TOTAL

Hire Terms & Conditions

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- Damage Waiver is a compulsory fee to cover attrition of hired equipment
- Please read the complete Terms & Conditions in our brochure or website

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SWIFT CODE: ANZBAU3MXXX

AMEX VISA MASTERCARD DINERS CLUB CHEQUE

NAME ON CARD

CARD NUMBER

ABN

EXPIRY DATE DD / MM / YY

YES, I have completed the Stand Layout Form identifying where my Power and Lighting is to be positioned.

★ SIGNATURE

Order not valid unless signed by hirer (authorised agent/carholder)

4

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Stand Layout & Final Checklist

OPTIONAL FORM

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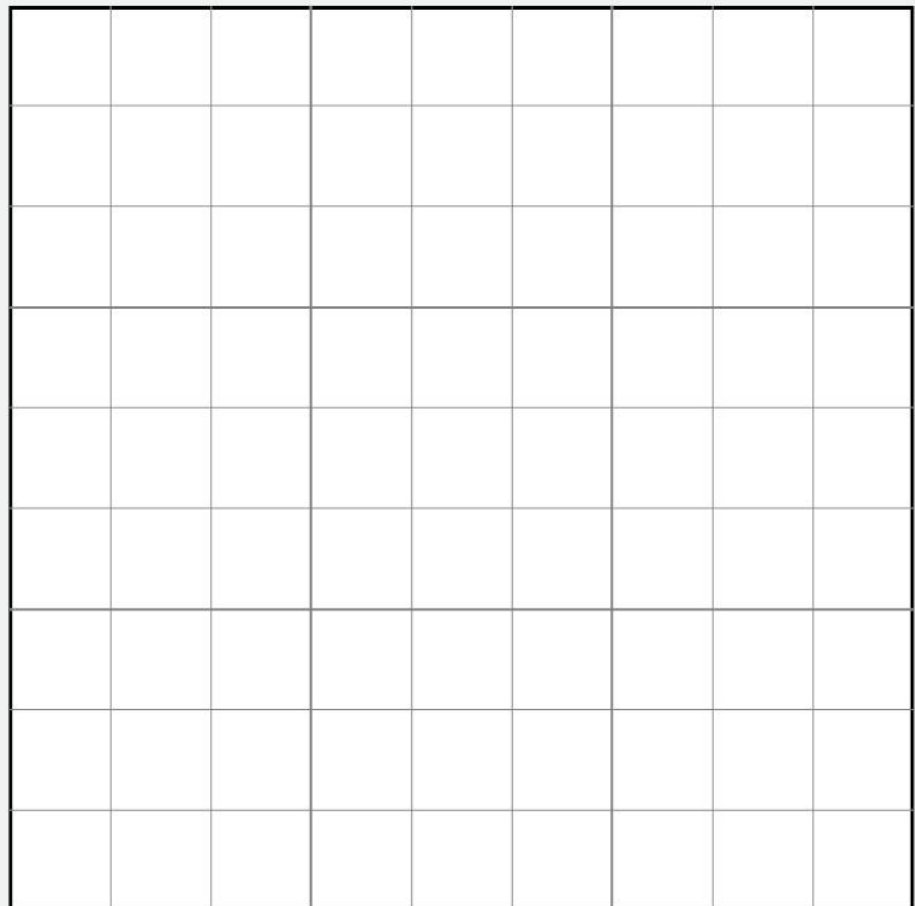
ABOUT THIS FORM:

To assist our installers and ensure the smooth delivery and setup of your requirements, **please draw the layout of your stand** showing - as clearly as possible - the modifications you wish to make and any other important or relevant details we need to know. Or, you may attach a copy of any existing plans of your stand to this form.

DRAWING CHECKLIST:

- Walls** - Draw your stand walls in thick black pen.
- Electrics** - Use the legend to mark any power & lighting.
- A/V** - Draw and label any A/V equipment.
- Shelving** - Draw in locations & quantities of any wall shelving.
- Extra Walls/Doors** - Show any additional walling and doors.
- I have completed the required forms for all areas marked above.**

Draw your stand floorplan here.



Stand Dimensions m X m = sqm

Please Note:

Orders placed after 11/04/14 incur a 20% surcharge on hire charges with a minimum of \$60.

* If ordering Arm lighting, indicate if used to light interior or exterior of stand.

Electrical Legend

- 120W Spotlight on Arm*
- 120W Spotlight on Track
- 300W Floodlight on Arm*
- 300W Floodlight on Track
- 4amp Powerpoint
- 10amp Powerpoint
- 15amp Powerpoint
- 30amp 3-Phase power outlet
- Distribution Board
- Light Stand

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Hire Terms & Conditions

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STANDARD CONDITIONS OF HIRE

1. GENERAL - All hire goods remain the property of ExpoNet Pty Ltd at all times. ExpoNet Pty Ltd retains the right to alter, vary or substitute any item without notice. All goods are subject to stock availability.

2. PRICES - Unless otherwise indicated, all pricing is exclusive of GST, cartage and damage waiver. Prices are for the duration of the exhibition not exceeding 10 days. Prices for duration of general hire not exceeding 7 days.

3. PAYMENTS - Orders cannot be confirmed until all hire and other charges have been paid in full and processed.

4. LATE ORDERS - Furniture and Audio Visual orders placed during move in are to be charged an additional late order service fee. Electrical and shelving orders received after the specified due date displayed on the Exhibitor Show Kit will incur a 20% surcharge with a minimum \$60.00 charge.

5. CARTAGE & PLACEMENT - All cartage and placement of equipment will be carried out by ExpoNet staff except as otherwise agreed in writing. Event cartage rates apply to CBD in Sydney/Melbourne/Brisbane. Other areas may attract additional cartage. For general hire cartage and placement POA.

6. PICK UP - All equipment must be available for pick up immediately after the event. No responsibility is taken for any goods left in or on our equipment after close of the event.

7. CANCELLATIONS - Any products delivered then cancelled will be charged at full rates. Goods cancelled less than 5 days prior to exhibition opening, but not installed will be charged at 50% of full rate.

8. CLAIMS - Please notify ExpoNet of any problems with your order on delivery. No discussion will be entered into after the event closes.

HIRING AGREEMENT

1. DEFINITIONS

"Equipment" means the items hired out by the Owner to the Hirer. "Hirer" means any person who requests the Owner to hire Equipment to it, including its employees and agents. "Owners" means ExpoNet Pty Ltd ABN 45 132 935 105, its employees and agents. 'Terms' means these terms and conditions.

2. TERMS OF PAYMENT

The Hirer agrees to pay the Owner's hire charge and any other charges, including charges for loss, damage and repairs or any tax, GST, duty, levy, or other expenses paid or payable by the Owner. If not otherwise specified by the owner in writing all hiring charges including taxes and duties are to be paid prior to delivery of the equipment. The hirer agrees to provide the Owner with the Hirer's credit card number, expiry date and any other information, which may be necessary to debit the Hirer's credit card prior to delivery of the equipment. Subsequent charges for loss, damage, repairs or other expenses are to be paid within seven days of the relevant invoice. The Hirer hereby authorises the Owner to debit the Hirer's credit card with the amount shown on the relevant invoice if the Hirer has not paid that amount within seven days of the date of the relevant invoice. The Hirer agrees to pay any expenses incurred or loss suffered by the Owner as a result of breach of the Hirer of its obligation pursuant to these Terms (including legal costs on a solicitor-client basis) and to pay all costs and expenses incurred by the Owner, its legal advisers, mercantile agents and others in respect of anything instituted or being considered against the Hirer, whether for debt, possession of any Equipment or otherwise. The hirer acknowledges and agrees that the owner may pay a rebate, commission or other financial benefit to event organisers or like suppliers in connection with the hiring of the Equipment to the Hirer.

3. CREDIT CARD PAYMENT

A surcharge applies to all payments.

4. TERMINATION OF HIRE

The Owner at its discretion may notwithstanding the specified period of hire and notwithstanding any waiver of

any previous default by the hirer forthwith terminate this Agreement with or without notice to the Hirer and re-possess the equipment in any of the following events: (a) if the Hirer shall fail to pay any hiring charges within two (2) days of the due date for such payment (b) if the Hirer shall do or permit any act or thing whereby the Owners' rights in the equipment are or may be prejudiced (c) if the Hirer should become or be made insolvent or bankrupt or make any arrangement or composition with his creditors or in the case of a Hirer being a limited company, should any order be made or resolution passed for the winding up of such company or an Administrator, Receiver or Manager be appointed (d) if the Hirer commits any breach of this Agreement.

For the purposes of repossessing the equipment, the Owner may enter into or upon any premises where the equipment may be without prejudice to the rights of the Owner to recover from the Hirer any moneys due hereunder or any damages for breach thereof and so far as allowed by law the Hirer indemnifies the Owner in respect of any claims, damages or expenses arising out of any action taken under this clause

5. THE HIRER'S OBLIGATIONS

The Hirer will:

(a) bear responsibility for the Equipment hired from the time of its delivery until collection by or return to the owner; (b) upon installation, delivery or collection of the Equipment immediately examine the Equipment to satisfy itself as to its condition and suitability and fitness for the purpose to which it requires the Equipment. In accepting the Equipment the Hirer acknowledges that it has duly examined the Equipment and has satisfied itself as required. The Hirer acknowledges that it has not in any way relied upon the skill or judgement or any representation made by or on behalf of the Owner in respect of the Equipment, its purpose, suitability or performance. Should the Hirer alter its installation or delivery requirements prior to, during, or after installation or delivery, the Hirer is liable for all extra costs of the Owner's employees and cartage; (c) assume the risk of and indemnify and hold the Owner harmless from and

against any and all property damage and personal injury resulting from:

- (i) the use of the Equipment;
- (ii) contact with underground cables, pipes, services or other obstructions;
- (iii) all necessary surface repairs.
- (d) use the Equipment in a proper, safe and prudent manner and only for the purpose and capacity for which it was designed;
- (e) ensure the Equipment is returned or ready for collection by the Owner's driver, in a clean, dry and properly packed condition and if being collected, is readily accessible. The Hirer will pay for all cleaning or drying costs and for any damage resulting from not properly drying, cleaning and/or packing the Equipment.

6. LOSS OF OR DAMAGE TO EQUIPMENT

If the Equipment is lost, breaks down or is damaged, the Hirer must immediately notify the Owner of the details. Notification shall not absolve the Hirer from its obligations under these Terms. In the event that the Equipment breaks down or becomes unsafe to use, the Hirer shall immediately stop using the Equipment and take all necessary steps to prevent the Equipment from sustaining any further damage. The hirer must also take all steps necessary to prevent injuries from occurring to any person or property as a result of the condition of the Equipment and must not repair or attempt to repair the Equipment without the Owner's prior written consent. If the Equipment is lost or damaged and the loss of or damage to the Equipment is caused by the negligence or willful act of the Hirer or the breach of any of these Terms by the Hirer, the Hirer shall without limitation be liable for the following:

- (a) any costs incurred by the Owner in repairing or replacing the Equipment;
- (b) hire charges for the Equipment until the Equipment is replaced or repaired;
- (c) any other costs whatsoever incurred or loss suffered by the Owner as a result of the damage to or loss of the Equipment.

7. RELEASE AND INDEMNITY

The Hirer hereby releases the Owner from, and agrees to indemnify the Owner in respect of any third party claims, action, suits, demands, costs and expenses for

damage or injury to person or property arising directly or indirectly out of the hire or use of the Equipment by the Hirer or these Terms.

8. DAMAGE WAIVER

Damage Waiver is payable by the Hirer to cover the cost associated with the normal wear and tear to the equipment. It does not apply to any other damage to Equipment including: (a) damage resulting from misuse, abuse or improper servicing of Equipment (b) damage due to the mysterious disappearance of the Equipment; (c) damage caused by the use or operation of Equipment in contravention of any of the conditions of this agreement; (d) damage to, or loss of, the Equipment from any unknown cause.

9. INSURANCE

The Hirer will maintain at its own expense all appropriate policies of insurance: (a) for theft and damage to the Equipment hired in an amount not less than the full replacement cost of the Equipment; (b) for liability, property and casualty insurance coverage in amounts necessary to fully protect the Owner and its Equipment against all claims, loss or damage whatsoever.

10. SPECIAL CONDITIONS OF ELECTRICAL HIRE

Hirers should note that all electrical equipment used in an exhibition or event supplied by the owner or its subcontractors is operated solely by the owner. Further, such electrical equipment remains under the sole control of the owner. A hirer is permitted only to connect their own electrical equipment to any power points (GPO) supplied. Any other use or change to electrical equipment supplied and operated by the owner or its subcontractors may only be undertaken by the owner or its subcontractors or with the approval of owner.

11. PRICE LISTS

Any price lists published by the owner may be changed without notice.

12. AVAILABILITY

All goods are subject to stock availability.

SYDNEY

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Sydney Markets NSW 2129

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