



ASMS2

ANNUAL SCIENTIFIC MEETING 2019
MELBOURNE CONVENTION AND EXHIBITION CENTRE, VICTORIA
SATURDAY 18 MAY TO TUESDAY 21 MAY 2019

ON COMPLETION
PLEASE RETURN TO:

ASM 2019 SECRETARIAT
PO Box 576, CROWS NEST NSW 1585, Australia
T +61 2 9431 8600
E acdasm@theassociationsspecialists.com.au

BOOKING FORM

CONTACT DETAILS

Last name: _____ First name: _____
Organisation (for invoicing purposes): _____
Organisation (as it should appear in the final program book): _____
Address: _____
Suburb: _____ State: _____ Postcode: _____ Country: _____
Telephone: _____ Mobile: _____
Email: _____ Website: _____
Products to be exhibited: _____

EXHIBITION OPPORTUNITIES

Booths are allocated on a first come first served basis after major sponsors. Please indicate preferences in order of priority.

Stand type	Pref. 1	Pref. 2	Pref. 3	Cost
Premium				\$7,295.00
Standard				\$6,175.00
Support Groups				\$0.00

Premium stands are numbers: 6 to 19 and 25 to 120
Standard Stands are numbers: 1 to 4 and 20 to 23
Support Groups are numbers 5, 24 and T1 to T12

Total number of stands requested:

Please select Raw space only (if you have your own custom stand) Shell scheme

SPONSORSHIP OPPORTUNITIES (PRICES INCLUDE GST)

Platinum Sponsor 1 (Program and App) \$61,700.00	Gold Sponsor 2\$44,900.00	Bronze Sponsor 1 (Notepads)\$ 15,300.00
Platinum Sponsor 2 (E-Posters)..... \$61,700.00	Silver Sponsor 1 (ADNA Meeting)\$33,500.00	Bronze Sponsor 2 (Satchel bags).....\$15,300.00
Gold Sponsor 1\$44,900.00	Silver Sponsor 2 (Registrar's Session)...\$33,500.00	Best Poster Prizes\$4,400.00

EXHIBITION AND/OR SPONSORSHIP TOTAL

Exhibition and/or Sponsorship Total \$

I/We accept the terms and conditions of undertaking an exhibition and/or sponsorship package for the ACD 2019 ASM.
Full payment is required to be by 15 March 2019.

Signature: _____ Date: _____

PAYMENT OPTIONS

A 50% deposit is required in order for College to confirm your booking. The deposit is non-refundable.
Please read the accompanying brochure for the full terms and conditions of payment.
Please provide purchase order (PO) number (if applicable):

Credit card

If you would like to pay by credit card, select this option and an invoice will be issued.

Note: AMEX and Diners Club not accepted

Cheque – please make payable to the Australasian College of Dermatologists

Amount enclosed \$

Direct deposit

In payment description please state your company name.

Amount \$

Account name: The Australasian College of Dermatologists – ASM

BSB: 032 184

Account number: 333868

If paying by direct deposit please include your remittance advice when returning the stand application form.



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EXHIBITION CONTRACT

1. For the purpose of this contract, the term Management shall include the Australasian College of Dermatologists.
2. Management agrees to provide the Exhibitor with the agreed inclusions as outlined in the original Exhibition and Sponsorship Prospectus and Exhibition Manual. Any additional requirements will be at the Exhibitor's expense.
3. The Exhibitor agrees to abide by all rules and regulations adopted by the Management in the best interests of the Exhibition and agree that Management shall have the final decision in adopting any rule or regulation deemed necessary prior to, during or after the Exhibition.
4. The Exhibitor agrees to abide by the payment schedule as outlined by Management.
5. The Exhibitor will be liable for and will indemnify and hold Management harmless from any loss or damages whatsoever directly or indirectly occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, the Exhibitor, other Exhibitors and members of the public attending the Exhibition, either on the said space or elsewhere if said loss or damage arose from or was in any way directly or indirectly connected with the Exhibitor's occupancy of the said space.
6. Management reserves the right, at its sole discretion, to change the date or dates upon which the Exhibition is to be held and shall not be liable in damages or otherwise by reason of any such change. In addition, Management shall not be liable in damages or otherwise for failure to carry out the terms of the Agreement in whole or in any part where caused directly or indirectly by or in consequence of fire, flood, storm, war, rebellion, insurrection, riot, strike or any cause whatever beyond the control of Management whether similar or dissimilar from the causes enumerated herein. In the event that the exhibit space to be used by the Exhibitor should be in any way rendered unusable, this contract shall not be binding.
7. The contract may be cancelled by either party provided written notice is received more than 30 days prior to the first day of the Exhibition, a refund will be issued minus the 50% deposit paid. If the Exhibitor cancels within 30 days of the first day of the Exhibition, the Exhibitor will be liable for 100% of the total contracted cost. Space abandoned or not occupied at the start of the Exhibition may be repossessed without indemnity and reassigned by Management for exhibits and other uses. Exhibitors which have not fully paid for their stands by 19 April 2019 will not be permitted to participate in the exhibition and their stands may be re-allocated.
8. Management reserves the right to alter or change the space assigned to the Exhibitor, and the exhibition floor plan.
9. Management reserves the right to alter or remove exhibits or part thereof and to expel Exhibitors or their personnel if, in Management's opinion, their conduct or presentation is objectionable to other Exhibition participants.
10. The Exhibitor agrees to confine their presentation within the contracted space only and to maintain staff in the booth space during Exhibition hours.
11. The Exhibitor agrees that any contract with the Press on Exhibition premises shall be by arrangement with Management officials.
12. The Exhibitor is responsible for the placement and cost of insurance related to his/her participation in the Exhibition.
13. There will be limited provisions for storing materials at the Melbourne Convention and Exhibition Centre prior to the Exhibition. Exhibitors are strongly encouraged to make arrangements with the official company handling storage and shipping for the exhibition.
14. The Exhibitor agrees to observe all union contracts and labour relations in force, agreements between Management, official contractors serving companies and the building in which the Exhibition will take place and according to the labour laws of the jurisdiction in which the building is located.
15. The Exhibitor agrees that no display may be dismantled or goods removed during the entire run of the Exhibition, but must remain intact until the closing hour of the last day of the Exhibition. The Exhibitor also agrees to be entirely responsible for the moving-in, assembly, maintenance, disassembly and removal of the exhibit, equipment and belongings to and from the Exhibition building, or in the event of failure to do so, the Exhibitor agrees to pay for such additional costs as may be incurred.
16. The Exhibitor agrees not to cause any damage to the walls, floors and ceilings in connection with the erection of the exhibition stand or the utilisation of the exhibited products.
17. The Exhibition area will be secured during off-hours. Exhibitors with special security needs should contact the Management. Every precaution will be made to prevent losses due to pilfering, but the Management will not accept liability for losses of any kind.
18. The Exhibitor agrees to obtain any necessary permits or approvals required from any Federal, State or Local Government for the display of products.
19. The Exhibitor must seek permission from the ACD ASM Secretariat if they wish to hold any live demonstrations at their exhibition stand.

AGREEMENT

I agree to abide by the said Contractual Obligations as written above.

Company name:

Signature:

Signed by:

Date: