

TERMS AND CONDITIONS



SUPPLIERS' EXPO

The Suppliers' Expo is an integral part of the ESITO line mechanic and cable jointer competitions. Held at Mystery Creek Events Centre, and staged outdoors around the two competition arenas, this expo gives you the opportunity to interact with some of the best line mechanics and cable jointers. Competitors are mostly from North Island based companies. Area managers, supervisors and trade coaches from around the country also attend.

EXPO DATES & TIMES

1 NOVEMBER	7.30AM-4.30PM
2 NOVEMBER	8.00AM-4.30PM
3 NOVEMBER	8.00AM-2.15PM

Last day will include a dedicated expo hour, giving competitors a chance to meet with exhibitors.



Site Allocation

- Where possible, companies that exhibited at the 2010 event will be allocated the same sites. Remaining sites will be allocated based on order of registration, site size required and collaborative intentions between groups of exhibitors.

Payment and Cancellation

- Full payment is required prior to set up on 31 October 2011.
- Exhibitors who cancel their site booking will not be invoiced for the site fee if written notice of their cancellation is received within seven days of ESITO confirming their booking. Exhibitors who cancel their site after this timeframe but prior to 5 October 2011 will be invoiced for 50 per cent of the site cost, even if the site is resold. Exhibitors who cancel after this date will be invoiced for the full site fee.

Exhibit Preparation and Safety

- Exhibitors are responsible for organising their own marquees, furniture and any other equipment they may need.
- All sites have access to power. However, Exhibitors must supply their own power leads to plug into the power box.
- All power leads, multi-boxes and electrical equipment must be certified as electrically compliant.
- All Exhibitors must examine their sites for hazards and take all practical steps to eliminate, isolate or minimise against potential injury.
- ESITO must be notified in advance if Exhibitors intend to carry out any hazardous activities or bring hazardous materials or substances onto their site.
- Notwithstanding anything contained in any part of these Terms and Conditions, it is the responsibility of each Exhibitor to ensure they

Food and Beverages

- Mystery Creek Events Centre regulations restrict people from bringing their own alcohol onto the site. Exhibitors can, however, purchase alcohol from Mystery Creek Events Centre.
- Alcohol purchased from Mystery Creek Events Centre cannot be sold.
- Alcohol must not be consumed during the hours of competition.
- Exhibitors that intend to supply (sell or give away) food or non-alcoholic beverages must obtain written approval from Mystery Creek Events Centre.
- As the venue owner, Mystery Creek Events Centre has the right to decline requests to supply food/non-alcoholic beverages. They may also inspect Exhibitors during the course of the event to ensure food/non-alcoholic beverages are only being supplied by Exhibitors who have been given approval, and to ensure those Exhibitors are complying with good food safety practices.
- Exhibitors who want to supply food/non-alcoholic beverages must complete an Application to Supply Food form. This form can be requested from ESITO.

Site Pack Down

- All sites must be cleared by 5.00pm on 3 November 2011.

Security

- Security will be in place from 5.00pm-7.00am for the period of 31

Postponement, Cancellation or Early Termination of the Event

- ESITO shall not be liable for the postponement, cancellation or early termination of the event, or for any loss or damage suffered by the Exhibitor where this is caused by strike, lockout, riot, industrial action, terrorist act, fire, storm, tempest, biological hazard or organisation, operation of law or any other matter or thing beyond the control of ESITO.

Insurance and Liability

- All exhibits are at the risk of the Exhibitor. The Organiser, its agents and Mystery Creek Events Centre shall not, in any way, be liable for any damage, loss, theft or otherwise of any of the Exhibitors property or equipment hired by the Exhibitor prior, during or after the event. Exhibitors are therefore advised to carry their own insurance for the damage, loss, theft, or otherwise of their belongings over the period of the Suppliers' Expo.
- All exhibitors must have public liability insurance cover for an amount of not less than \$2,000,000 (two million).
- Insurance should be in force when the Exhibitor begins their site set up and should remain in force until their exhibit is removed.
- Exhibitor details may be used by ESITO for the programme, competitors' manuals and promotional material about Annual Connection events.
- Exhibitor details will be made available to Hamilton Party Hire.

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EXHIBITOR INFORMATION

BUILD YOUR SITE

31 October 12.00pm-4.30pm

PACK DOWN YOUR SITE

3 November 3.00pm-5.00pm

SITE SPECIFICATIONS AND PRICES

Site width	Price (excluding GST)
3 metres	\$1500
6 metres	\$1800
9 metres	\$2100

- Site width refers to the front of the site. Site depth is, within reason, not restricted.
- All sites have access to 10 amp single phase power but exhibitors must supply their own power leads to plug into the power box.
- The ground surface is grass.
- Exhibitors must organise their own marquees and other equipment needs.

SITE ALLOCATION

Where possible, last year's exhibitors will be allocated the same sites. Remaining sites will be allocated based on order of registration, site size required and collaborative intentions between groups of exhibitors.

HIRE EQUIPMENT

Marquees and other hire equipment can be booked through Hamilton Party Hire. Please contact Andy Gunn on 07 856 6577.

SITE BOOKINGS

To book your site, please complete the attached booking form and send it to ESITO by **30 September 2011**.

FOR MORE INFORMATION

For expo queries, call 07 834 3894 or email kimj@esito.org.nz. For information about the line mechanic and cable jointer competitions go to www.esito.org.nz/annual_connection/.

BOOKING FORM

Email kimj@esito.org.nz or post to PO Box 1245, Waikato Mail Centre, Hamilton 3240 by Friday, 30th September 2011.

COMPANY NAME: _____

POSTAGE ADDRESS: _____

CONTACT PERSON: _____

PHONE: _____

MOBILE: _____

EMAIL: _____

SITE WIDTH

- 3m (\$1500 +GST)
- 6m (\$1800 +GST)
- 9m (\$2100 +GST)

Site width refers to the front of the site.
Site depth is, within reason, not restricted.

POWER REQUIREMENTS

YES, we will need power to our site.

How many single phase outlets will you require?

Note: If you need more than single phase 10 amp power, please call or email Kim Jonson. Phone 07 834 3894 or email kimj@esito.org.nz

AGREEMENT I have read and agree to the terms and conditions (see over).

NAME: _____

SIGNATURE: _____

DATE: _____