

Primary Representative:

(The name and contact details of the person that will take primary responsibility for interactions).

NAME: MOBILE:
EMAIL: OFFICE PHONE:

Stand and Dinner Attendee Details:

(Exhibition stand fee includes provision for 3 stand attendees, inclusive of Thursday Night Dinner and Friday Morning Event Breakfast).

Extra stand and dinner attendees can be included at cost.

Attendee 1 – NAME:
EMAIL: MOBILE:
Attendee 2 – NAME:
EMAIL: MOBILE:
Attendee 3 – NAME:
EMAIL: MOBILE:

Extra Attendees (please nominate if they are Dinner Guests, Stand Attendees or Both).

Extra 1 – NAME:
EMAIL: MOBILE:
Extra 2 – NAME:
EMAIL: MOBILE:
Extra 3 – NAME:
EMAIL: MOBILE:
Extra 4 – NAME:
EMAIL: MOBILE:
Extra 5 – NAME:
EMAIL: MOBILE:
Extra 6 – NAME:
EMAIL: MOBILE:

EXHIBITOR TERMS AND AGREEMENT

1. Applications are open to associations, partnerships, companies and other organisations operating within Australia. However, MWA reserves the right to either allow or disallow any applicant for any reason at its complete discretion.
2. Organisations submitting a sponsorship application must have all insurance/levies required by law, or otherwise appropriate, for the conduct of their day-to-day activities.
3. All sponsorship applications are assessed by the Board of MWA (via legal and inspectorate reviews).
4. The decision of the assessment is final, and no correspondence will be entered into.
5. Sponsorship does not signify endorsement of a particular product by MWA.
6. MWA reserves the right to decline or accept a sponsorship with absolute discretion, including but not limited to situations in which an applicant, or a related person or organisation, has breached or is under investigation for possible breaches of occupational health and safety or compensation laws (whether or not a prosecution is pending), or where the acceptance of sponsorship may otherwise be detrimental to the objectives of MWA.
7. **Inappropriate sponsorships**
Inappropriate sponsorships are those that:
 - diminish, or seek to diminish, public confidence in MWA's ability to perform its duty impartially on behalf of its Members;
 - have the potential to reflect negatively on MWA;
 - discriminate based on race, sex, age, disability or religion;
 - perceive to be related to the organisation or its goods or services which provide brands that may be harmful to users or of inferior quality (e.g. tobacco sponsorship).
8. **Cancellation Policy**
 - An administration fee of 10% will be deducted from any refund due to cancellations prior to 1st February 2022. No refunds for cancellation after 1st February 2022 will be made. However, a substitute delegate is welcome. All cancellations and substitutes must be emailed in writing to MWA to admin@municipalworks.com.au. MWA reserves the right to defer, amend or cancel the program.
9. The exhibition stand provided a part of this agreement will have:
 - Walls approx. 2.4m high finished in Velcro compatible fabric;
 - Wall colour will be white unless otherwise nominated by MWA;
 - 10cm deep fascia finished in Velcro compatible material;
 - One Company name per stand, two on any corner stands. Company name in computer cut vinyl standard letters. Maximum of 25 letters;
 - 1 x single power point with a maximum loading of 1000 watts (4amps).

IMPORTANT POINTS

1. Bump in times on Wednesday starts at 2:00pm and concludes at 5:00pm sharp.
2. Packing up of any items cannot commence before 11:00am Friday.
3. No packing any items during lunch/presentation (12.30pm – 1.30pm).
4. No vehicles or items of plant are to be started or running in the Indoor area Thursday or prior to 1pm Friday.
5. Bump out times cannot commence until or after 1:00pm Friday.
6. All items of plant & equipment programmed for outdoor demonstrations must have these items available & situated outside the indoor exhibition area prior to commencement of conference.
7. Included in your package are three exhibitors for both days. Exhibitors and partners are very welcome to attend the conference dinner and further guests @ \$185 each on the Thursday evening. Catering for additional attendees during both the conference days including business breakfast, on the Friday, lunch, morning and afternoon tea for both days at an additional cost of \$185 each.
8. Carpet and additional furnishings are at cost through the Conference Service Contractor.
9. All plant and equipment are the responsibility of the exhibitor.
10. A 50% deposit is required to secure the stand. Any balance must be paid on or before 1st February 2022.

I have read and comply with the Terms and Conditions of sponsorship.

Position within Organisation:

Authorised Signature: Date:

PRIVACY STATEMENT:

MWA is collecting your information for the purposes of responding to your request. Your personal information may also be used for the purpose of reviewing our client service performance and standards and for marketing purposes.