



# 23RD ITS WORLD CONGRESS MELBOURNE 2016

10-14 OCTOBER 2016  
Melbourne Convention and Exhibition Centre

## EXHIBITION OPPORTUNITIES

*Updated June 2015*



Hosted by



Co-hosted by





**ITS—  
ENHANCING LIVEABLE CITIES  
AND COMMUNITIES**



## HOST ORGANISATION—ITS AUSTRALIA

Established in 1992, Intelligent Transport Systems Australia (ITS Australia) is Australia's only organisation focused on facilitating the development and deployment of advanced technologies across all modes of transport; air, sea, road and rail. ITS Australia is an incorporated, not-for-profit organisation representing members of industry including government, private companies, customer organisations and academia. ITS Australia helps take products to market via direct links to customers and business partners through the global ITS network. This network comprises over 850 ITS organisations and their members; including regional bodies such as ITS America, ERTICO and ITS Asia Pacific. This clustering has encouraged collaboration in research and development, resulting in the promotion of many Australian technologies that have consistently impressed world markets.

[www.its-australia.com.au](http://www.its-australia.com.au)



# GREETINGS FROM THE CONGRESS CHAIR

It is with great pleasure that I invite you to join us in Melbourne to take part in the Exhibition which will be an integral part of the ITS World Congress, October 10 to 14, 2016. ITS Australia is delighted to be hosting the 23rd World Congress on Intelligent Transport Systems 2016 in collaboration with ITS Asia Pacific, ITS America and ERTICO.

We are fortunate to have our large Exhibition Centre integrated with the Melbourne Convention Centre. We will be utilising a pillarless space of 16,500 square metres and now welcome proposals to present your ITS products and operations in a showcase for your clients and potential new clients across the ITS regions.

“ITS-Enhancing Liveable Cities and Communities” is the theme for the Congress, bringing Melbourne’s reputation as the world’s most liveable city into the spotlight as we explore the benefits that ITS delivers to critical elements of our daily life. Australia is at the forefront of

development and deployment of ITS technologies in many fields. With a unique landscape Australia’s ITS industry has risen to the challenge of delivering solutions to enhance our daily lives. Our population is clustered in big cities with large urban areas where ITS technology such as managed motorways and free flow tolling are being leveraged to maintain the mobility of our growing cities. Long transport distances across our vast country encourage innovation and adoption of technology across our heavy vehicle fleet to enhance safety and efficiency. Australia has a strong and innovative mining sector that has embraced ITS technology such as driverless trains and driverless vehicles to improve efficiency and safety in tough economic conditions. Similar to other countries, the important contribution that ITS can make to minimising harm from natural disasters has been recognised and is increasingly being deployed to great effect.

With co-hosts ITS Asia Pacific, ERTICO and ITS America, ITS Australia is working to prepare an engaging program. In the tradition of ITS World Congresses there will be plenary, scientific, technical and interactive sessions, a dynamic exhibition plus technical demonstration and tours that showcase the applications of the latest ITS technology. This will be an opportunity for policy makers, practitioners, researchers and ITS providers to share information on social needs, opinions and technical developments addressing modern transport issues.

By 2016, living in an ever connected world, these themes will be even more pressing in our busy cities and communities. This World Congress will be Australia’s opportunity to foster further international cooperation in unleashing the power of ITS.

I encourage you to join us in Melbourne in 2016 to showcase your ITS solutions.



**Brian Negus**

ITS Australia President  
and ITS World Congress 2016 Chair

# FAST FACTS



10–14 October 2016



Melbourne Convention and Exhibition Centre  
Melbourne, Australia



Over 7,000 attendees from  
around 60 countries worldwide



Visit [www.itsworldcongress2016.com](http://www.itsworldcongress2016.com)  
for the latest information



[info@itsworldcongress2016.com](mailto:info@itsworldcongress2016.com)

T: +61 3 9320 8631  
F: +61 3 9320 8699



Email [sponex.sales@itsworldcongress2016.com](mailto:sponex.sales@itsworldcongress2016.com)  
for more information on sponsorship and  
exhibition sales opportunities



Exhibitor content to be disseminated pre-  
event throughout the ITS World Congress  
2016 global social media networks



16,500 sqm  
exhibition hall  
for trade and  
demonstrations,  
private meeting  
rooms, as well  
as catering and  
networking areas.

The congress will  
open with the Opening  
Ceremony on Monday 10  
October 2016 (at 1600  
hours) and will close after  
the Closing Ceremony on  
Friday 14 October 2016 (at  
1600 hours).

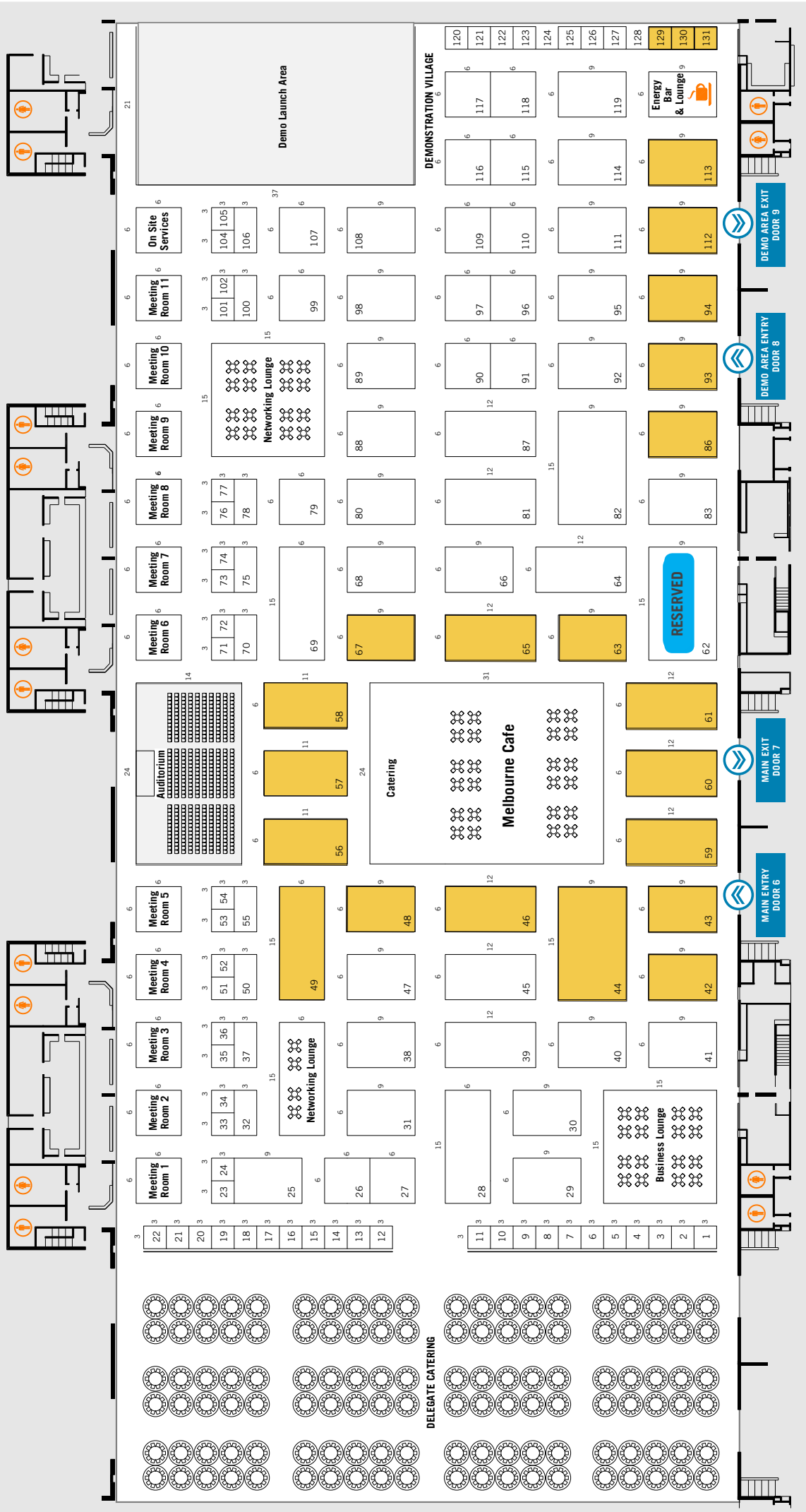
# THE CONGRESS VENUE



Melbourne Convention and Exhibition Centre (MCEC) bring people together to deliver world-class events and create memorable visitor experiences. MCEC provides you with the right spaces to connect, leading technology, award-winning food made in-house and exceptional customer service. Located on the banks of the Yarra River, MCEC offers sweeping city views, is only two traffic lights from the airport and a short stroll to Melbourne's city centre. Add all of this to Melbourne's unique character – a vibrant city with a relaxed atmosphere – and you'll find yourself in the perfect place to learn, share and connect in one of the world's most liveable cities. MCEC was recognised as Australasia's Leading Meetings and Conference Centre in 2012, 2013 and 2014 by the prestigious World Travel Awards. Visit [www.mcec.com.au](http://www.mcec.com.au) for more information.

## **Melbourne Convention and Exhibition Centre (MCEC)**

1 Convention Centre Place  
South Wharf 3006 VIC





 indicates "Premium Location" stand (see organisers for availability)  
 Floor plan subject to change at the discretion of the organisers



# FLOOR PLAN KEY OPPORTUNITIES

## MEETING ROOM HIRE



Have your own private meeting room or office available the entire congress in the exhibition area.

Cost includes room hire only (36m<sup>2</sup> fully carpeted), with lockable door and door signage. Furniture, power, lighting and AV requirements at additional cost (available through ExpoNet)

**AUD 10,000**

Hire option is for duration only.  
Meeting room available from 1800 hours on Monday 10 October until 1600 hours on Friday 14 October

## AUDITORIUM



The 264-seat capacity auditorium is available for exhibitor use throughout the congress exhibition opening hours. Examples of opportunities that the auditorium could be used for include a product launch, hosted debate or panel discussion presentations. Promotion of scheduled exhibitor presentations will be made on the congress program, listing on the website, and included on the mobile app. Take advantage of this high profile opportunity for extended branding and promotion by booking your preferred slot today—discuss availability with the congress organisers.

Booking fees are dependent on time slot selected as follows (includes standard AV and stage set up)

**AUD 10,000**

**1x 45 minute duration**—lunch break (exclusive use over lunch each day, maximum 4 available from Tuesday to Friday). Only available to exhibitors who have purchased a minimum of 36m<sup>2</sup> exhibition space

**AUD 6,000**

**1x 30 minute duration**—morning or afternoon tea break (exclusive use over selected catering break each day, maximum 8 available from Tuesday to Friday). Only available to exhibitors who have purchased a minimum of 36m<sup>2</sup> exhibition space

**AUD 2,000**

**1x 30 minute duration**—during congress program between catering breaks (one presentation between each catering break, maximum 12 available from Tuesday to Friday). Only available to exhibitors who have purchased a minimum of 18m<sup>2</sup> exhibition space

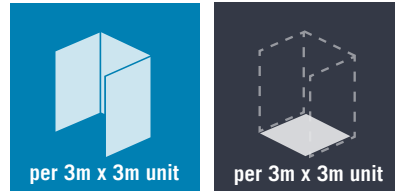
## DEMONSTRATION VILLAGE



The demonstration village has been zoned off for companies who are providing a demonstration as part of the congress program to position themselves close to the Demo Launch Area and the Demo entry/exit doors (optional)



# STAND INCLUSIONS



<b>EXHIBITOR REGISTRATIONS</b>	5	5	Each exhibitor registration includes: <ul style="list-style-type: none"> <li>1 x welcome reception and opening and closing ceremony ticket</li> </ul>
<b>CATERING VOUCHERS</b>	2	2	Catering vouchers issued per unit (3m x 3m) per day Tuesday to Friday
<b>EXHIBITION VISITOR PASSES</b>	20	20	Complimentary exhibition visitor passes to distribute to customers or prospects (passes per exhibiting company not per 9m <sup>2</sup> units)
<b>CARPETING</b>	✓		Charcoal carpet floor tiles
<b>FASCIA PANEL</b>	✓		Exhibitor name digitally printed on polished aluminium fascia panel (300mm high on all aisle frontages). Fascia upgrades can be purchased on request.
<b>WALLS</b>	✓		2.4m high white melamine infill walls with polished aluminium frame (1 back wall and 2 side walls, unless a corner booth)
<b>LIGHTS</b>	✓		2 x 150w spots per 9m <sup>2</sup> mounted on light track inside fascia where possible
<b>POWER</b>	✓		1 x 4amp power outlet. Additional power can be purchased on request.
<b>EXHIBITOR LISTING ON THE CONGRESS APP AND EXHIBITOR DIRECTORY</b>	✓	✓	<ul style="list-style-type: none"> <li>Exhibitor company name</li> <li>Booth location</li> <li>50 word promotional paragraph with full contact details</li> </ul>
<b>DELEGATE LIST (subject to privacy legislation)</b>	✓	✓	Electronic copy provided prior to, and within 2 weeks, of the congress (name, position, organisation and country only – subject to privacy laws)
<b>ADDITIONAL FURNITURE</b>			Available for hire from exhibition supplier, ExpoNet, at exhibitor's own expense (order forms will be provided in the exhibition manual)

**EXPONET**  
EXHIBITION & EVENT SERVICES  
www.exponet.com.au

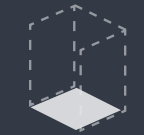

[www.exponet.com.au](http://www.exponet.com.au)

ExpoNet have been appointed as the official Exhibition Services Provider to the Melbourne 2016 World Congress. ExpoNet is Australia's largest supplier to the exhibition and event industries and excels in providing a range of quality products and services including:

- Shell scheme
- Custom stands
- Furniture
- Audio visual equipment
- Graphics
- Electrics
- Signage

# EXHIBITION RATES

Exhibition rates are listed per 3m x 3m unit (total 9m<sup>2</sup>). Each unit is available as a shell scheme booth or floor space only. Should more than one unit be required, rates are multiplied by the total unit quantity.

		GENERAL LOCATION		PREMIUM LOCATION	
		EARLY BIRD	STANDARD	EARLY BIRD	STANDARD
		CLOSE 10 FEBRUARY 2016	FROM 11 FEBRUARY 2016	CLOSE 10 FEBRUARY 2016	UNTIL ALLOCATION IS EXHAUSTED
FLOOR SPACE	 per 3m x 3m unit	<b>AUD 5175</b>	<b>AUD 5750</b>	<b>AUD 6750</b>	<b>AUD 7750</b>
	 per 3m x 3m unit	<b>AUD 5355</b>	<b>AUD 5950</b>	<b>AUD 6950</b>	<b>AUD 7950</b>
<b>ITS AUSTRALIA MEMBER DISCOUNT—FLAT 10% DISCOUNT*</b>					
<b>3X3 UNITS EXPLAINED</b> Shell scheme booths and floor space only are both available in 9m <sup>2</sup> equivalents. There are a variety of different sized booths and spaces on offer for larger exhibitions.					

## \*MEMBERSHIP DISCOUNTS

- ITS Australia membership must be fully paid at the time of booking, and must remain continuously so until 30 June 2017, otherwise the discount difference will be invoiced.
- To maintain the integrity of the ITS Australia membership program, any organisations that apply for new membership from 2014–2016 must demonstrate that they are actively engaged within the Australian environment.

## HOW TO APPLY

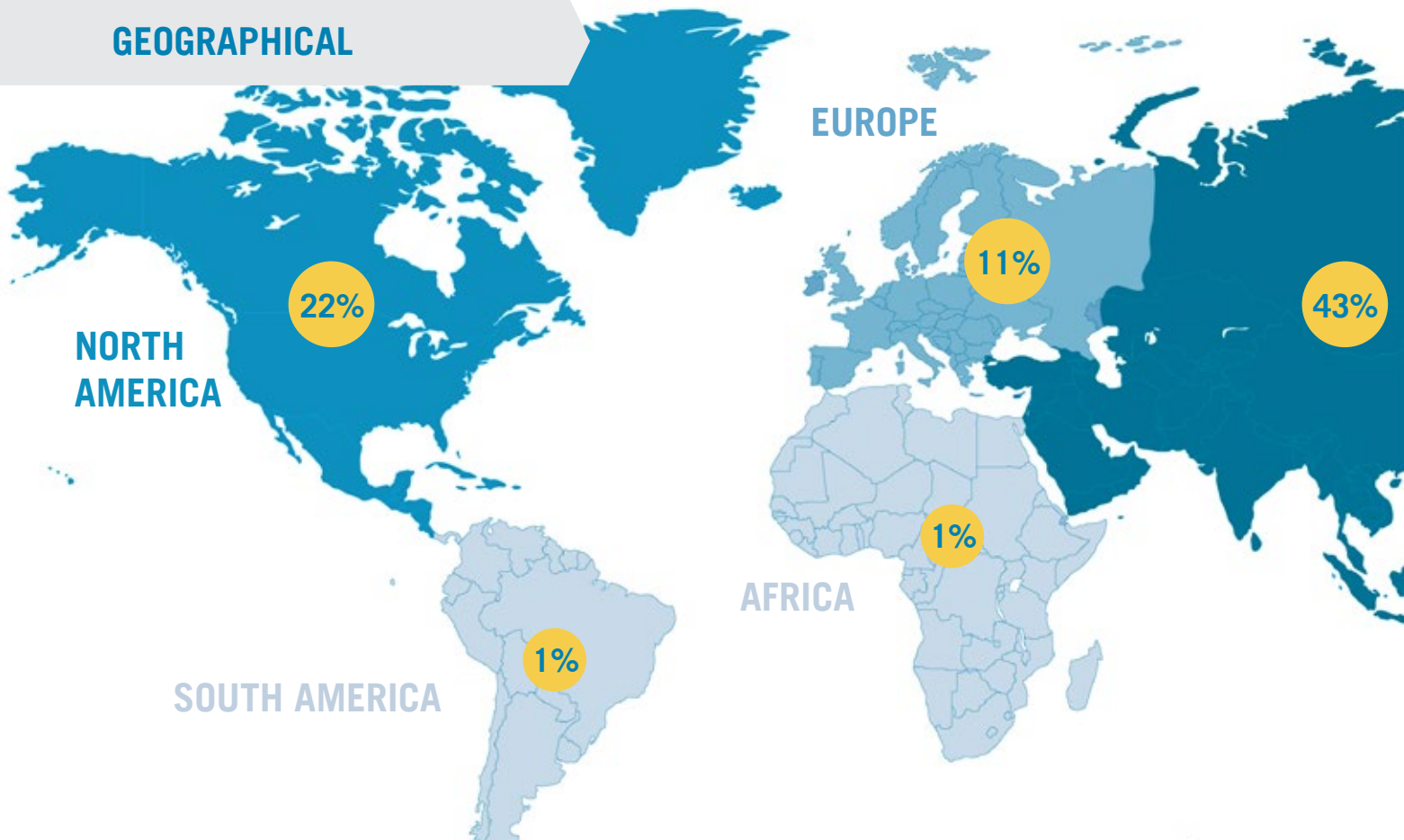
Complete the application form on page 18 and 19 and return via email to [sponex.sales@itsworldcongress2016.com](mailto:sponex.sales@itsworldcongress2016.com)

## PAYMENT DETAILS

All prices are in Australian Dollars (AUD) and include 10% GST. Book and pay by 10 February 2016 for the early bird rate! Payment can be made by Australian cheque (payable to MCI Australia), Electronic Funds Transfer (EFT) or via Credit Card (plus a 5% merchant fee).

# 23RD ITS WORLD CONGRESS 2016 MELBOURNE ATTENDEE PROFILE

## GEOGRAPHICAL



## INDUSTRIES AND SECTORS

 Infrastructure contractors **LOCAL GOVERNMENT**  
 Consulting firms Road safety professionals

**REGULATORY AUTHORITIES** 

**SYSTEM INTEGRATORS**  **MINING SECTOR** **TELECOMMUNICATIONS** Civil contractors Insurance companies

**TAXI INDUSTRY**  **SPATIAL INDUSTRY** 

 App developers **AUTOMATION** **PUBLIC TRANSPORT**  
 Aviation, rail and sea-ports

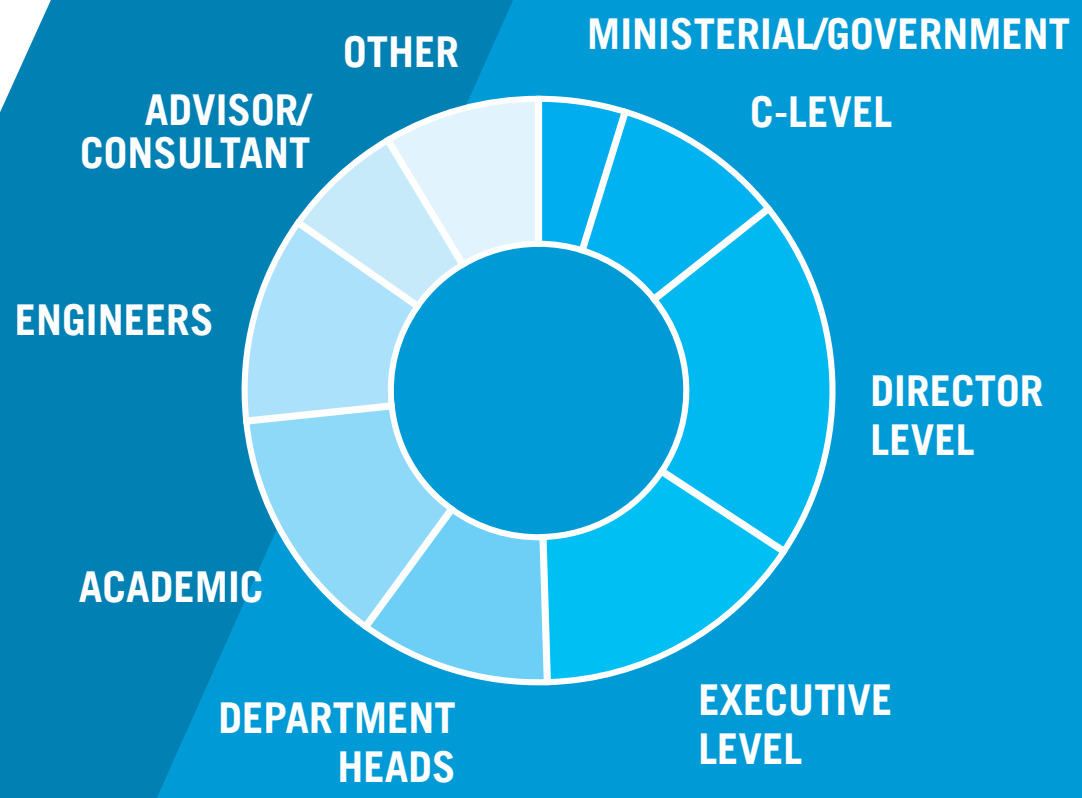
**FREIGHT**  Municipalities and state agencies  
 Automotive manufacturers Emergency and disaster services Finance

Start-up community **TOLL ROAD OPERATORS** 



**POSITIONS AND JOB TITLES**

- Chairpersons
- General Managers
- Chief Technology Officers
- Board Executives
- Head/Chief of Department
- Researchers
- Advisor/consultant
- Professors
- Chief Executive Officers
- Academics
- Director of Department
- Engineers
- Chief Technology Officer
- Managers
- Chief Operations Officer
- Business Development
- Directors
- Sales and Marketing
- Executives
- Government
- Analysts



# SCHEDULE

## PRE EVENT

WED 10  
FEBRUARY  
2016

EXHIBITION EARLY BIRD DISCOUNT ENDS

MAY  
2016

EXHIBITION MANUAL DISTRIBUTED

FRI 7  
OCTOBER  
2016

EXHIBITION BUILD

**Exhibition build commences** on Friday 7 October 2016 from 0001 hours with 24 hour access. Exhibition build finishes at 1500 hours on Monday 10 October. **Exhibition move in** between 0700–1500 hours on Monday 10 October.

## CONGRESS

MON 10  
OCTOBER  
2016

CONGRESS OPENS

**Congress opening ceremony** from 1600–1730 hours on Monday 10 October. Exhibition officially opens with the **welcome reception cocktail function** held in the exhibition hall from 1730–2030 hours. **Demonstrations and technical tours** will be running throughout the duration of the congress (please enquire for more information).

FRI 14  
OCTOBER  
2016

CONGRESS CLOSES

## POST EVENT

SAT 15  
OCTOBER  
2016

EXHIBITION DISMANTLE

**Exhibitor pack down** on Friday 14 October from 1400–1600 hours. **Exhibition dismantle** begins Friday 14 October from 1700 hours and closes Sunday 16 October at 2100 hours.



# OTHER FEATURES



## IN HALL FEATURES

The hall is pillarless providing full exhibitor flexibility. It has an advanced roof system with trusses spanning 84m wide and a clear height of 11.5m and maximum height of 18m between trusses. Display loads of up to 10 tonnes spread over 220 sqm can be supported and there are 1260 hanging points to hold up to 50kg.



## WI-FI

There is free Wi-Fi access throughout both the Exhibition and Convention centres.



## DESIGN

The main exhibition space has a design live load of 20Kpa (or 2 tonnes per sqm) which caters for: A fully laden road vehicle, 1m of soil coverage (18Kpa), 2m of water coverage (20Kpa) and multi-level displays.



## LOADING DOCK

The loading dock is 45m wide and extends the entire length of the south side of the building. It accommodates up to 40 semi-trailers at once and there are 10 loading access doors extending along the length of the building. Eight roller doors between the loading dock and the Exhibition halls have a clear opening of 7m high and 8m wide.



## CATERING

All conference catering will take place within the exhibition hall.



## LOCATION TO SESSIONS

The exhibition halls are located a short 5 minute walk from the Convention Centre.



## SERVICES

Services are fed to primary floor pits and plant areas via basement service tunnel running the entire building length.

# EXHIBITOR CATEGORIES

Advanced traffic management systems

Automotive and OEM

Commercial vehicle operations

Connected vehicle technologies

Consumer electronics

Electronic toll/fare collection systems

Emergency response communications equipment and technology

Fleet management systems

GPS/GIS technology applications

In-vehicle navigation system/safety devices

Location-based technology and services

Modeling and simulation tools

Obstacle warning systems

Parking management systems

Signaling and control systems

Standards

Surveillance technology

Systems engineering

Telecommunications

Telematics

Transit

Traveler information systems

Variable message signs

Vehicle safety systems

# AUSTRALIA



2012

**22**  
years

of uninterrupted annual growth

1991

...an achievement unequalled by any other developed economy<sup>1</sup>

Australia's real GDP growth is expected to outperform every major advanced economy to 2017<sup>1</sup>



**#6**  
Australia  
2012 & 2013

Australia has the most competitive information technology industry in the Asia-Pacific region and Melbourne leads the nation with...

**7900**  
technology  
companies

**AUD29**  
billion in  
revenue<sup>2</sup>

**Largest**  
tramway system  
outside of  
Europe

**4th**  
largest  
in the world

**MELBOURNE'S  
TRAMWAY  
SYSTEM**

**244**  
kilometres

**450**  
trams

Australia ranked sixth in AT Kearney's 2012 and 2013 Foreign Direct Investment (FDI) Index<sup>2</sup>

**Melbourne**  
**WORLD'S MOST LIVEABLE CITY<sup>2</sup>**  
2011-2014



<sup>1</sup>IMF World Economic Outlook Database 2012

<sup>2</sup>Economist Intelligence Unit

<sup>3</sup>Pike Research



# ITS

## Asia Pacific

Fastest growing region in the global ITS market

Expected growth in road freight by 2030

80%

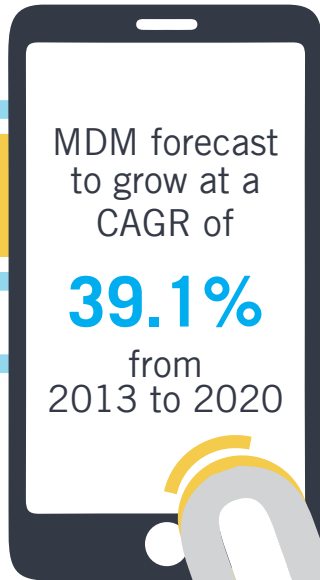


Australian Mobile Device Management Market (MDM)

MDM forecast to grow at a CAGR of

39.1%

from 2013 to 2020



Global investment in smart transport systems by 2019<sup>3</sup>

# AUD13.2 BILLION

ITS global Compound Annual Growth Rate (CAGR) to grow by 11.1% from 2013 to 2019

11.1% CAGR

2019

2017

AUD3 billion

2013

AUD770 million

2011

Increase in annual spending on ITS from 2011 to 2017



Australia's connectivity is ranked 1st among 34 OECD countries for wireless broadband



# 23RD ITS WORLD CONGRESS 2016 MELBOURNE PROGRAM THEMES



## CHALLENGES AND OPPORTUNITIES OF BIG OPEN DATA

Collection, transmission, and analytics including crowd sourced and V2X data. Privacy and inter-agency issues. Evolution from sparse infrastructure based sensor to ubiquitous vehicle based sensing and real-time predictive traveller information.



## SMART CITIES AND NEW URBAN MOBILITY

User experience, quality of travel, connectivity and traveller information, future traffic management. Changing models for vehicle use sharing and ownership. Seamless mobility and public transport. Rural areas.



## VEHICLE AND NETWORK SAFETY

Interventional systems for connected vehicles. Smart, safe infrastructure and support for augmented or automatic vehicles.



## ENVIRONMENTAL SUSTAINABILITY

Technology, policy and incentives supporting environmentally sustainable operation and choices.



## COOPERATIVE AND AUTOMATED VEHICLES

Increasing augmentation of human driver capabilities. Convergence of sensing, communications and automatic control. Infrastructure requirements for an increasingly automated fleet.



## MOBILE APPLICATIONS

Seamless connectivity and convergence of mobile devices and transport platforms. Traveller information, payment, ticketing, crowd sourcing, incentivisation, gamification.



## FUTURE FREIGHT

Efficiency of the freight task, automated freight and logistics. Differentiated quality of service and last mile efficiency. Multi modal approaches and interfaces.

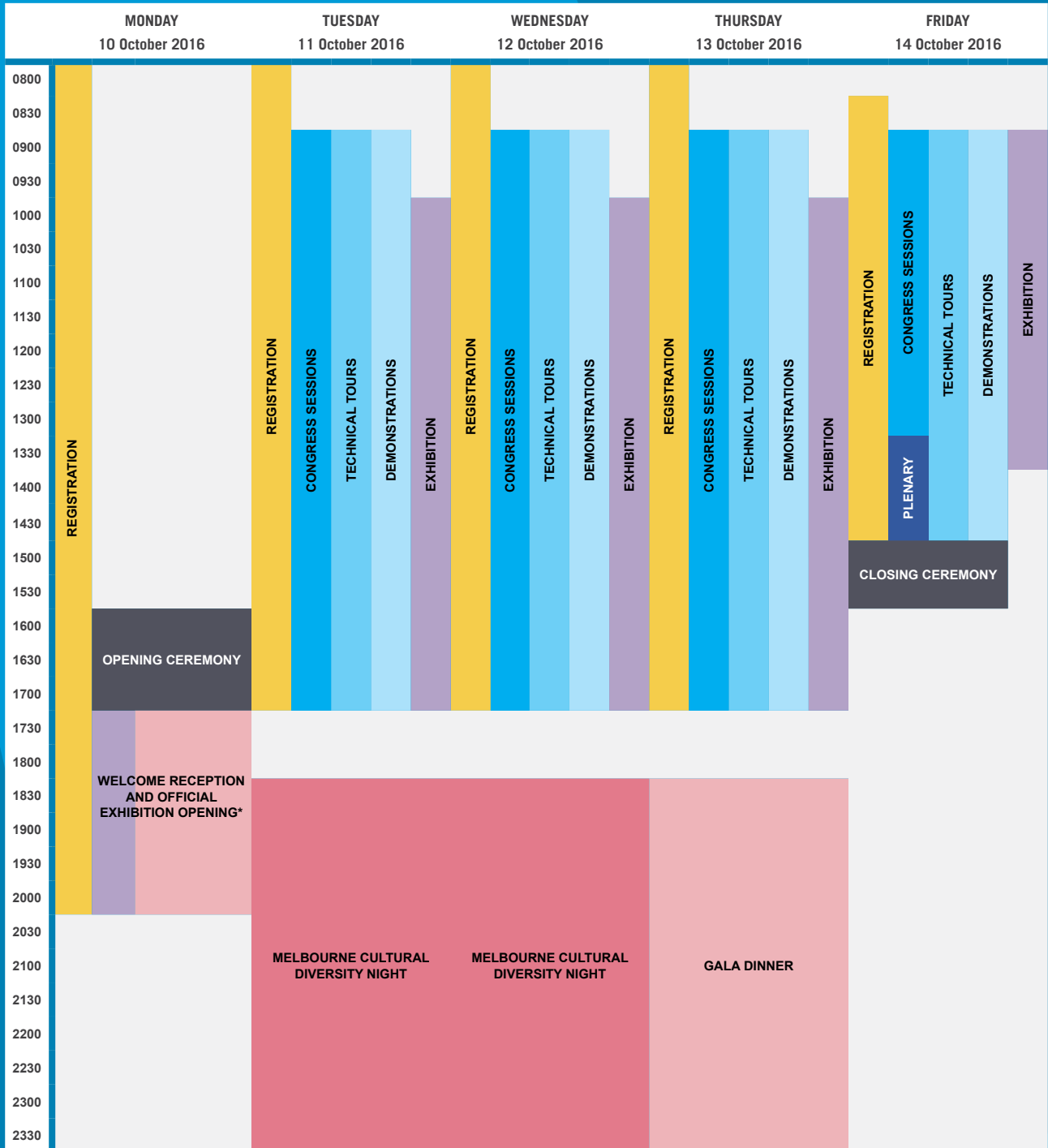


## POLICY, STANDARDS AND HARMONIZATION

Supportive technology and regulatory frameworks for accelerated deployment and benefit harvesting.

# PROGRAM SCHEDULE

SUBJECT TO CHANGE



\* The official opening of the exhibition will be celebrated in style with the Welcome Reception cocktail function and entertainment being held in the exhibition hall - all welcome.

# APPLICATION TO EXHIBIT

(page 1)



TITLE	GIVEN NAME		SURNAME	
POSITION				
ORGANISATION NAME (FOR INVOICING PURPOSES)				
ORGANISATION NAME (FOR MARKETING PURPOSES)				
ADDRESS				
STATE	COUNTRY		POSTCODE/ZIP	
TELEPHONE (inc. country code)			MOBILE (inc. country code)	
EMAIL			WEBSITE	

	NUMBER OF 3M X 3M (9M <sup>2</sup> ) UNITS REQUIRED	GENERAL LOCATION		PREMIUM LOCATION		DISCOUNT	TOTAL AUD\$
		EARLY BIRD	STANDARD	EARLY BIRD	STANDARD		
		CLOSE 10 FEBRUARY 2016	FROM 11 FEBRUARY 2016	CLOSE 10 FEBRUARY 2016	UNTIL ALLOCATION IS EXHAUSTED		
<b>SHELL SCHEME</b>  per 3m x 3m unit		AUD 5355	AUD 5950	AUD 6950	AUD 7950	<input type="checkbox"/> ITS Australia Member 10% Discount	
<b>FLOOR SPACE</b>  per 3m x 3m unit		AUD 5175	AUD 5750	AUD 6750	AUD 7750	<input type="checkbox"/> I am interested in Membership	

I do not wish to be adjacent to the following companies:

EXHIBIT LOCATION	1ST CHOICE	2ND CHOICE	3RD CHOICE
Stand numbers:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please refer to the exhibition floor layout to choose your location. Note: The organisers reserve the right to alter the floor plan and/or assign any exhibit location if deemed necessary for the good of the show at any time.

FASCIA NAME SIGNAGE (maximum 30 characters including spaces)

<input type="text"/>
----------------------

	# REQUIRED	UNTIL ALLOCATION IS EXHAUSTED			DISCOUNT	TOTAL
<b>MEETING ROOM</b> 		AUD 10,000			<input type="checkbox"/> ITS Australia Member 10% Discount	
<b>AUDITORIUM</b> 		AUD 10,000 1x 45 minute duration— lunch break	AUD 6,000 1x 30 minute duration— morning or afternoon tea break	AUD 2,000 1x 30 minute duration—during congress program between catering breaks	<input type="checkbox"/> I am interested in Membership	

# APPLICATION TO EXHIBIT

(page 2)



## PAYMENT METHOD

**AUSTRALIAN CHEQUE** (payable to MCI Australia)—International cheques will not be accepted.

**ELECTRONIC FUNDS TRANSFER (EFT)** into the following bank account:

**Bank:** National Australia Bank

**BSB number:** 084-255

**Account name:** MCI Australia Pty Ltd

**Account number:** 39 416 5376

Please ensure the amount transferred is equal to the total due INCLUDING any bank charges. Any shortfall will remain as payment outstanding. To assist in the allocation of your EFT payment, please fax or email remittance advice (which must include your name and organisation) to +61 3 9320 8699 or [sponex.sales@itsworldcongress2016.com](mailto:sponex.sales@itsworldcongress2016.com) immediately after payment. ABN: 76 108 781 988

**CREDIT CARD** charges as per this form (plus add a 5% merchant fee) are to be debited to:

MasterCard

Visa

American Express

Diners Club

**CARD HOLDERS NAME**

**CREDIT CARD NUMBER**

**EXPIRY**

**SIGNATURE**

## INSURANCE

Please complete the following information regarding your broadform (public and products) liability insurance policy. If you are unable to organise insurance cover as required, please contact the organisers to discuss options.

**NAME OF INSURER**

**POLICY NUMBER**

**DATE INSURANCE FALLS DUE**

**INSURED AMOUNT AUD**

## DECLARATION

Please tick if you do not wish to receive ITS World Congress 2016 updates via email

My signature below denotes that I accept the points listed in the declaration, agree to be invoiced for the total amount payable, and am authorised to make the commitment on behalf of my organisation. I understand and accept the inclusions of the exhibition package I am purchasing, and agree to abide by the terms and conditions of participating in this event as outlined below.

**NAME (please print clearly)**

**INSERT TOTAL AMOUNT PAYABLE  
AUD**

**SIGNATURE**

**DATE**



## REGIONAL CONTACTS

To apply, please complete and return this form to your regional contact listed below.

### AMERICA

**Valerie Forbai**  
Event Sales Coordinator  
ITS America  
☎ +1 202 721 4205  
✉ [vforbai@itsa.org](mailto:vforbai@itsa.org)

### ASIA PACIFIC

**Jerome Buchanan**  
Sponsorship Development Manager  
ITS World Congress 2016 Melbourne  
☎ +61 3 9320 8631  
✉ [sponex.sales@itsworldcongress2016.com](mailto:sponex.sales@itsworldcongress2016.com)  
🌐 [www.itsworldcongress2016.com](http://www.itsworldcongress2016.com)

### EUROPE

**Benoit Augarde**  
Exhibition and Sponsoring Officer  
ERTICO—ITS Europe  
☎ +32 2 400 07 86  
✉ [b.augarde@mail.ertico.com](mailto:b.augarde@mail.ertico.com)

### JAPAN

**International Affairs**  
ITS Japan  
☎ +81 3 5777 1013  
✉ [exhibition-melbourne@its-jp.org](mailto:exhibition-melbourne@its-jp.org)

**IMPORTANT: Your organisation's inclusions will be confirmed in writing within 30 days and will become effective once agreed payment has been received.**

# GENERAL TERMS AND CONDITIONS OF EXHIBITION

The following terms and conditions apply to your application to exhibit.

- You (exhibiting organisation) by returning a completed, signed and dated form accepts these terms and conditions.
- We/Us (MCI Australia ABN 76 108 781 988) the professional congress organisers representing the local organising committee and the host body (ITS Australia ABN 24 090 235 493) do not accept responsibility for any errors, omissions or changes.
- Details may change without notice. Please refer to the event website for the latest information.

## FINANCIAL FACTS AND PAYMENT

- Phone or unpaid bookings will not be accepted.
- All prices are quoted in Australian dollars and include GST.
- We will issue a tax invoice/s within 30 days on receipt of application, which are payable within 14 days.
- A deposit of 50% of the total cost will be invoiced upon receipt of the completed application form and payment of this invoice will guarantee the booking.
- The final 50% invoice will be sent in March 2016 and must be settled before 10 April 2016.
- Bookings made after 10 April 2016, 100% payment is due at the time of application.
- 5% interest will be charged on any late payments.
- All payments must be received in Australian dollars and must be paid in full prior to the opening of the congress.
- If you pay by electronic funds transfer or an international cheque you agree to pay any bank charges and must include these in the amount you transfer.
- If you pay via credit card, a merchant fee may be charged if detailed on the application form. Debits to your credit card, except for accommodation, will appear as MCI Australia on your statement.

## IF YOU NEED TO CANCEL

- You must notify us in writing if you need to cancel.
- The following cancellation penalties apply:
  - Until 10 April 2016: 50% of the total purchase price is due
  - From 11 April 2016: 100% of the total purchase price is due
- Cancellations made after 10 April 2016 date will not be refunded.
- Your non-payment does not cancel your contractual obligations to us.

## IN THE UNLIKELY CASE THAT THE EVENT CANCELS

- The extent of refunds will be a matter for the host organisation (the underwriter) to decide. We have no responsibility for making refunds and attempts to cancel cheques or credit card payments will be rejected by our bank.

## YOU AND YOUR STAFF—ONSITE

- Your application to exhibit does not constitute an attendee registration. A link to the complimentary registration forms will be sent to the contact person noted on the application form for all exhibitor personnel to complete their registration (once registrations have opened)—until this is complete, no registration will be recorded.
- All exhibition staff must be registered using the relevant form i.e. complimentary exhibitor registration, or by purchasing additional exhibitor staff registrations.
- Exhibitors will be required to ensure that their stands are manned during the opening hours of the exhibition and must not dismantle their stands before the published closing time.

## STAND LOCATION

- Booth or space location will be assigned as requested wherever possible, taking into account sponsorship and premium zoning preferential allocations.
- Exhibitors wishing to avoid assignment of space adjacent to that of a particular competitor should indicate their organisation name on the application form. We cannot however guarantee the acceptance of these requests.

## EXHIBITOR MANUAL

- The exhibition manual will be released in May 2016 with important information regarding exhibiting and a number of forms that will be required to be completed and returned.
- Included in the exhibition manual will be order forms for the exhibition contractor, freight forwarders and venue services, as well as registration and other requirement forms from the organisers. Please ensure that these are completed in a timely manner in order for the relevant services to be provided with respect to your exhibition.

## EXHIBITION STANDS

- We reserve the right to ask you to remove any display items we deem as unacceptable.
- You may not assign, share, sub-let, or grant licences for the whole or part of the booth without our prior approval.
- You must conduct business only from within the confines of your booth. You may not tout, or place any material, outside your booth/space causing obstruction of the aisles.
- You will be responsible for any reasonable costs of repairing the booth or premises should you paint, mark or damage any fixtures or fabric.
- Exhibitors purchasing space only stands are required to submit a detailed plan of their stand to us by 1 September 2016, for approval by the organisers and the venue.

## ITS AUSTRALIA MEMBERSHIP DISCOUNTS

- ITS Australia membership must be fully paid at the time of booking, and must remain continuously so until 30 June 2017, otherwise the discount difference will be invoiced. Discount available to corporate members only.
- To maintain the integrity of the ITS Australia membership program, any organisations that apply for new membership from 2014–2016 must demonstrate that they are actively engaged within the Australian environment.

## SECURITY AND INSURANCE

- Any supplier you use on site must conform to the venue's OH&S, insurance and other regulations.
- You are solely responsible for any theft of, physical loss or damage to your own goods or property.
- You must hold a current public liability insurance policy for a minimum of AUD10,000,000. Please ensure the name of your insurer, your policy number, the insured amount and its renewal date are included in the application to exhibit. Entry to the venue will be denied if you have not provided this information. If you are unable to organise insurance cover as required, please contact the organisers to discuss options.
- We will not be responsible for any loss or inconvenience suffered by individual exhibitors.

## PRIVACY STATEMENT

- Your name and contact information, including electronic address, may be used by parties directly related to the event such as the organisers and approved stakeholders, for relevant purposes such as promotion, networking, and administration of this, and future events of this type. If you do not consent, please advise us.

In addition, your name, organisation and country/state of origin may be published on the delegate list which is provided to delegates, exhibitors and sponsors at the event. If you do not wish your details to be included on this list, please contact us.





## REGIONAL CONTACTS

In addition to the local sales support in Australia, local contacts are available globally to provide information and support—representing America, Asia and Europe.

### AMERICA

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