THE 2014 CLUB MARINE MANDURAH BOAT SHOW IS A FESTIVAL OF BOATING!

The Club Marine Mandurah Boat Show is the biggest boat show in Western Australia, and is recognised across the country and an important event for the boating industry. The Show is designed in such a way that it attracts a diverse audience of visitors, and helps to promote the boating and fishing lifestyle by encouraging people to get involved.

In 2014, we are bringing an exciting and fun event to the people of WA. We welcome back Show Ambassador Paul Worsteling from TV's IFISH. Paul is arguably one of the most recognisable faces in recreational fishing in Australia, and always attracts a huge crowd. Paul will be at the Show all weekend long.

Entertainment this year includes seafood cooking demos onstage with Club Marine chef Bart Beek, plus a schedule of activity on the Club Marine lifestyle stage. The Fishing Stage will include demos in the Aquatank, info on all the best gear, the best spots to go, and fish filleting demos. New this year will be the schedule of free information seminars to be held throughout the day. Visitors can book into sessions and get all the know-how on a variety of boating topics. Activities for the family include the Kid’s Casting Competition and kayak rides on the beach.

For more Show information, check the website www.mandurahboatshow.com.au and follow us on Twitter, Instagram and Facebook for updates.
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• If you have not already supplied a copy of your Public Liability Insurance and you would like to submit your own insurance, please send a current copy of your PL certificate with the remittance for your balance payment. If you send in a PL Certificate which is not correct or does not meet the terms indicated by our insurer by Friday 3rd October 2014 you will be charged for cover under our policy. After this date we will not be able to accept any PL Certificates and the charge for covering you under Premiere Events insurance will be passed on to you regardless of correct / incorrect cover being sent through.

• All accounts must be paid in full prior to the start of the Show - Payment deadline is 15th August 2014.

• Security is provided throughout the show, however, please be aware that all goods are displayed at your own risk and must be adequately insured.

• Exhibitor Pass requirements must be submitted at least 7 days prior to the start of the Show and will only be issued on the receipt of full payment for your space.

• All exhibitors displays must be in place and ready for public viewing by 7pm on the Thursday before the start of the show. No vehicle access will be allowed to the site after this time.

• All stands must be manned until the close of the show each day.

HELIICOPTER SERVICE

The helicopter shuttle service is available from Jandakot Airport. Reasonable rates mean that this service is affordable to all who wish to arrive in style. For all enquiries regarding the service please contact Rotorvation Helicopters on (08) 9414 8584.
Due to council regulations, all marquees must be hired through Reece’s hire only.

Steps and Staging must have appropriate hand rails in accordance with council regulations – please see terms and conditions on the last page of this document.

A representative from the City of Mandurah will be checking all structures prior to the opening of the show.

Please ensure that you are on site to receive and send your goods to and from the show.

On site staff or staff from the Mandurah Offshore Fishing and Sailing Club will not be responsible for the receipt of any goods.

To assist our on site staff in directing delivery drivers to your stand please use the delivery notice form on the next page.

The Mandurah Visitor Centre can provide further information on accommodation options. We advise that you book your accommodation as soon as possible.
Please ensure that deliveries are made during move in and move out days only, and that you are on site to receive and send your goods to and from the Show.

**MOVE IN**
- Tuesday 7th October 2014 7am to 7pm
- Wednesday 8th October 2014 7am to 7pm
- Thursday 9th October 2014 7am to 7pm

**MOVE OUT**
- Sunday 12th October 2014 5:30pm to 8pm
- Monday 13th October 2014 7am to 5pm

**PLEASE ATTACH THE FORM BELOW TO EACH OF THE PARCELS YOU ARE SENDING**

**DELIVERY ADDRESS:**
CLUB MARINE MANDURAH BOAT SHOW
Mandurah Offshore Fishing and Sailing Club
Breakwater Parade, Mandurah Ocean Marina
Mandurah WA 6210

**DELIVERY DETAILS**

<table>
<thead>
<tr>
<th>Company/Stand Name</th>
<th>Stand Number</th>
<th>Hardstand</th>
<th>Marquee Booth</th>
<th>Water Berth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td>Contact Number/s</td>
<td>Land Line</td>
<td>Mobile</td>
<td>Contact Number</td>
</tr>
<tr>
<td>Number of items</td>
<td>Special Instructions</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SENDERS DETAILS**

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td>Contact Number/s</td>
</tr>
<tr>
<td></td>
<td>Land Line</td>
</tr>
</tbody>
</table>
WATER BERTH MOVE IN SCHEDULE

MOVE IN TIMES
- **By 5pm Tuesday 7th October**
- **Wednesday 8th October only**
- **Wednesday PM and Thursday 9th October only**
- **From 5pm Monday 6th to Thursday 9th October**
**WATER BERTH MOVE OUT SCHEDULE**

**MOVE OUT TIMES**
- Light blue: Sunday 12th October
- Red: Monday 13th October only
- Dark blue: By Tuesday 14th October

**Water Berth Move Out Schedule**

[Diagram showing move out times for berths 1 to 92, with specific dates and times for each berth.]
Passes are required to gain entry to the Show during move-in, move-out, and during the show days.

IMPORTANT INFORMATION: Please note that ID may be checked at the entrance to the show and that passes will be confiscated from those that can not show adequate identification. If you lose your pass, company / suitable ID will be required to obtain a replacement pass. Please respect the fact that general ticketing and security staff are not authorized to let anyone into the Show without a pass. If you require additional passes for staff members working on your stand over the allowance that you have been given with your booking, please fill in the form below, additional passes will be charged at $5 each. We reserve the right to refuse the issue of additional passes if we deem them to be for general public use.

EXHIBITOR PASSES

- Please note that exhibitor passes are NOT posted out. Collection is only at the Premiere Events office in Osborne Park, or from the Show office on site.
- Passes will be supplied to all staff working at the Show and must be worn for entry to the Show.
- Exhibitor passes will only be available to you on receipt of payment in full.
- These passes allow entry during move-in, move-out, Show trading hours and one hour prior to the Show opening each day.
- Exhibitor and Contractor Passes can be picked up from our office in Osborne Park any time during working hours, or alternatively from the Show Office during move-in.

The Mandurah Offshore Fishing and Sailing Club have made all exhibitors guests over the Show weekend. This means that you will have access to the Bar and Dining Room after the show closes each evening provided that you wear your exhibitor pass. Please complete the form below, listing with the amount of exhibitor passes that you require and return to our office by Friday 5th September.

CONTRACTOR PASSES

Contractor passes are available for contractors and delivery staff during move-in and move-out periods. These passes will not allow entry during Show trading hours. If you require these passes please complete the form below and return it by Friday 5th September.

PASSES REQUEST

Company Name ___________________________ Stand Number ___________________________
(please indicate Hardstand, Marquee or Waterberth)

Contact Name ___________________________ Address ___________________________
State ______ Post Code __________

Phone ___________________________ Mobile ___________________________

Additional Exhibitor Passes Required __________@ $5 = __________ Total Cost = __________

Contractor Passes (Contractor Passes are free of charge). Contractor Passes Required __________

Please list contractor company names and contact details ___________________________

PAYMENT DETAILS (Payment must be made at time of booking)

Visa ______ Mastercard ______ Cheque enc ______

Card Holders Name ___________________________ Signed ___________________________

Card Number ___________________________ Expiry ______

PLEASE RETURN TO PREMIERE EVENTS
By Friday 5th September
FAX: 08 9386 9842
POST: 31 Sarich Court, Osborne Park, WA 6017
In order to ensure reliable electrical services, exhibitors are asked to complete and return this electrical booking form by **Friday 5th September**. This will ensure that power requirements can be accurately assessed and additional equipment booked to ensure that these power requirements can be met. **Late bookings may mean that requirements cannot be met.**

- Please list all appliances that you will be using on the space provided below and book adequate power supply for these devices.
- If the Show electrician believes that the power supply booked is not adequate, you may be asked to book additional power or refrain from using the device.
- Payment for electrical services must be received by **Friday 5th September**. Electrical services will not be provided until payment has been received in full.
- Shore Power must be booked in advance, there will be checks in place to ensure that all shore power has been booked.

**ELECTRICAL SAFETY RULES**

In the interest of exhibitor and patron safety, all exhibitors are required to adhere to the following rules:

- All electrical connections, work and fittings must be carried out by the shows’ official electrical contractor, Expo Power & Lighting.
- The use of double adaptors is not permitted.
- Exhibitors may only use extension cords that carry a valid test tag.
- Multi way outlet (power boards) with overload protectors must be of the approved type.
- The use of radiators or heaters is prohibited.
- Cables may be laid on the ground provided that suitable protection is provided and they do not present a trip hazard.
- Any electrical hazards should be reported immediately to the Boat Show Office.
- Electrical cables are not to be left in the water when being used for water berth bookings.
- All electrical appliances being used on site must carry a current tag [within three months of the Show]. There will be a test and tag service available for a gold coin donation, per appliance, during the move-in of the Show.

All enquiries regarding the electrical services should be referred to Premiere Events on telephone 08 9386 9666 or email anne@premiereevents.com.au. Calls to this telephone number will be transferred to the Boat Show office for the duration of the Show and emails will be accessed from the Boat Show Office.
ALL RATES ARE FOR THE CONSUMPTION, HIRE, INSTALLATION, MAINTENANCE & REMOVAL FOR THE FULL PERIOD OF THE SHOW.

<table>
<thead>
<tr>
<th>CODE</th>
<th>DESCRIPTION</th>
<th>COST/UNIT</th>
<th>QTY</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1</td>
<td>10 amp power outlet</td>
<td>$155</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P2</td>
<td>15 amp power outlet</td>
<td>$217</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P3</td>
<td>15 amp Shore Power (for boats in pens)</td>
<td>$217</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P4</td>
<td>3 phase power outlet (32 amp c/w switchboard)</td>
<td>$360</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L1</td>
<td>Spotlight</td>
<td>$60</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL ____________________________

Please list all appliances to be used ____________________________________________

__________________________________________

TO ASSIST THE ELECTRICIANS, PLEASE DRAW YOUR STAND LAYOUT ON A SEPARATE PAGE AND SEND WITH THIS APPLICATION FORM. USE Ô TO INDICATE THE LOCATION OF LIGHTS AND FOR LOCATION OF POWER USE Ô.

I agree to abide by the electrical rules as listed above.

Customers Signature ___________________________ Date __________________________

PAYMENT DETAILS (Payment must be made at time of booking)

Visa □ Mastercard □ Cheque enc □

Card Holders Name ___________________________ Signed ________________

Card Number ___________________________ Expiry □□□
Exhibitors may purchase discounted family and adult tickets for the Show. These can be used at your discretion to admit special guests, customers and prospects to the Show.

<table>
<thead>
<tr>
<th>TICKET</th>
<th>GATE PRICE</th>
<th>DISCOUNT PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult</td>
<td>$18</td>
<td>$14</td>
</tr>
</tbody>
</table>

If you would like to purchase Admission Tickets please complete the form below and return it, together with your payment in full, to Premiere Events by **Friday 5th September**.

Company Name__________________________________________ Stand Number ________________
(please indicate Hardstand, Marquee or Waterberth)

Contact Name ____________________________________________

Address__________________________________________________ State _________ Post Code ________

Phone____________________________________________________ Mobile______________________________

**ADMISSION TICKETS**

___________ Adult Tickets @ $14 = ________________________________

Total Cost = ________________________________

**PAYMENT DETAILS** (Payment must be made at time of booking)

Visa [ ] Mastercard [ ] Cheque enc [ ]

Card Holders Name ____________________________ Signed ________________________

Card Number ________ ________ ________ ________ ________ Expiry ________ ________ ________
A forklift and driver will be on site during move-in and move-out to assist exhibitors moving stock. In order to ensure availability of the forklift and driver we ask that you complete and fax the following form giving an estimated arrival time and period of usage so that we can add you to the schedule.

Bookings will be charged at $20 per 15 minutes or part thereof to cover the cost of forklift hire and driver.

**FORKLIFT BOOKING**

Company Name ___________________________________________ Stand Number __________

Waterberth) 

Contact Name ______________________________________________

Address ____________________________________________________ State_________ Post Code_______

Phone __________________________ Mobile _______________________

I WOULD LIKE TO BOOK A FORKLIFT FOR:

**MOVE IN**

☐ Tuesday 7th October - estimated arrival time_________ duration_________ mins

☐ Wednesday 8th October - estimated arrival time_________ duration_________ mins

☐ Thursday 9th October - estimated arrival time_________ duration_________ mins

**MOVE OUT**

☐ Monday 13th October - estimated arrival time_________ duration_________ mins

Customers Signature________________________________________ Date____________________

**PAYMENT DETAILS** (Payment must be made at time of booking)

Visa ☐ Mastercard ☐ Cheque enc ☐

Card Holders Name ___________________________________________ Signed ______________________

Card Number __________________________ Expiry ____________

[FORM]

PLEASE RETURN TO PREMIERE EVENTS
By Friday 5th September
FAX: 08 9386 9842
POST: 31 Sarich Court, Osborne Park, WA 6017
If you are having an on stand function after the show has closed please complete the form below so we can add the details into our security log.

Please return this form to our office by fax 08 9386 9842

Company Name______________________________ Stand Number _____________________________

(please indicate Hardstand, Marquee or Waterberth)

Name of company requiring access______________________________________________________

Day of Function__________________________________________________________

Time Function will commence _______________________________________________________

Time Function will finish ____________________________________________________________

Number of people attending Function________________________________________________

PLEASE NOTE

• BYO is not allowed and that all alcohol packages must be brought through the Mandurah Offshore Fishing and Sailing Club.

• If you are having more than one function please duplicate this form.
If you require early (prior to 7am) or after hours access (after 6pm) for cleaners / detailers please complete the form below and return to our office by fax 08 9386 9842

Company Name ___________________________________________ Stand Number ______________________

(please indicate Hardstand, Marquee or Waterberth)

Name of company requiring access ____________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

DAY/S ACCESS WILL BE REQUIRED APPROX TIME

Friday 10th October

Saturday 11th October

Sunday 12th October

Reason for access ____________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Please note: all persons requiring early or after hours access will require an exhibitor pass so please ensure that you have supplied them with one.
Mandurah Boat Show  
10 - 12 October

TEMPORARY SERVICE REQUEST

Telstra Events Ph: 1800 816 819, Fax: 1800 810 906, E-mail: SMICC.O MV.Projects@team.telstra.com

Any requests received after 18/9/14 may not be fulfilled.

(Please complete blank fields and tick boxes as appropriate. *Fields marked with an asterisk are mandatory*)

*Legal Entity (Person/Company): _______________________________________________________

Trading Name: ___________________________________________________________________________

*Account Details:

Bill charges to an existing Telstra A/C? Yes ☐ / No ☐  A/C: □□□□□□□□□□□□□□□□□□

or bill charges to the same account as existing Telstra landline: □□□□□□□□□□□□□□□□□□

If a NEW Telstra Account is required, please provide the following information:

Australian Company Number (ACN): □□□□□□□□□□□□□□□□□□□□

Billing address: ___________________________________________________________________________

Have you attended this venue/site for a previous event? Yes ☐ / No ☐

If yes, please list your previously connected phone number/s: ________________________________

*Application Authorised By: (Print Name) _________________________ *Signature: ___________________

*Contact phone no.: □□□□□□□□□□□□□□□□□□□□ Fax no.: □□□□□□□□□□□□□□□□□□□□

E-mail address: ___________________________________________________________________________

*Venue Location: __________________________ Building Name: __________ *Site/Stand #: _________

*On Site Contact: __________________________ *Mobile Number: □□□□□□□□□□□□□□□□□□□□

*Type of service required: Standard telephone ☐ Other ☐

(e.g. ISDN2/ADSL capable)

*Quantity of telephone lines required: __________ (Note: Line rental = $3.06/day) Connection Fees applies $125

Outgoing call access level: Local calls only ☐ Local, STD & Mobile: ☐ Open access: ☐

Long distance carrier choice: Telstra ☐ Other ☐ (please specify) ______________________________

*Equipment: Socket Only ☐ Rental handset Yes ☐ / No ☐ (handset rental = $0.10/day)

(NOTE: Labour and material charges may apply for work requested on site – e.g. additional cabling and/or sockets. The technician will be able to advise you of the estimated cost prior to commencing the job.)

Rental handset delivery address and/or additional comments/requirements: ______________________________

____________________________________________________________________________________

*Connection Date: □□□□/□□□□/□□□□ *Cancellation Date: □□□□/□□□□/□□□□

OFFICE USE ONLY

AXIS ☐ PDC ☐ RENTP ☐ CONF ☐ SS ☐ COMP ☐

NEW TRN: __________________________ CAN TRN: __________________________
NEW Order Number: __________________________ CAN Order Number: __________________________
FNN(s) Allocated:
PLEASE CHECK THAT YOU HAVE COMPLETED THE FOLLOWING POINTS

- My account is paid in full prior to the start of the Show. Payment deadline is 15th Aug 2014.
- I have paid for or supplied a copy of my public liability.
- I have ordered additional Exhibitor Passes if I require them.
- I have submitted my Electrical Booking form if required.
- Security is provided throughout the show, however, I am aware that all goods are displayed at my own risk and must be adequately insured.
- I am aware my stand must be ready by 7pm on the Thursday 9th October before the start of the show.

NOTES

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
GENERAL
The exhibitor shall indemnify and keep the organisers indemnified against all losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability arising in any way from the use of the site by the exhibitor except to the extent that the same is caused or contributed to by the negligence of the organisers.

BOOKING OF SPACE
All space bookings must be in writing with all relevant paperwork completed. It is the exhibitors responsibility to make sure that the booking has been placed and received by the show organisers.

DEPOSIT/ PAYMENTS
A 50% Deposit is required to confirm a site booking and final payment must be received in full no later than the payment deadline. Failure to remit final payment by the due date could result in your site being sold or discounted to another exhibitor with the full price still payable by yourselves. A late penalty fee of 10% of the total site cost will be imposed for late payments.

PAYMENT OF BOOKING
Full payment of your booking must be made by the exhibiting company no later than the payment deadline. Failure of payment by this date will result in cancellation of space. Please see Cancellation of Space, for refund policy.

LEGAL REQUIREMENTS
Exhibitors must comply with all applicable laws, industrial agreements, industrial awards, occupational health and safety and consumer protection practices.

INSURANCE
If providing own coverage, the Exhibitor must produce a certificate of currency of public liability insurance policy with coverage of Ten Million Australian dollars (AUD $10,000,000) endorsed for the duration of the Show (10-12 October 2014) and must include move in and out.

The Exhibitor shall be responsible for the insurance of all property brought by the Exhibitor onto the Show Site. The Exhibitor must hold adequate workers compensation coverage for staff working on stands.

CONDUCT OF EXHIBITOR
The Exhibitor shall ensure that their stand is open to view and staffed by competent representatives during the official opening hours of the Show. The Exhibitor shall not exhibit its products or conduct its business from any other than their allocated space.

The Exhibitor shall not conduct or permit to be conducted any auction, lottery, raffle, guessing competition, or other game of chance, whether for charity or otherwise, at the Show without written consent from the organisers. The Exhibitor shall ensure that the aisles, passageways and walkways on or adjacent to their space are kept completely free from obstruction during the Show.

Sound levels caused by the Exhibitor’s use of display equipment such as videos and televisions shall not be intrusive to other Exhibitors. The Exhibitor shall ensure that the aisles, passageways and walkways on or adjacent to their space are kept completely free from obstruction during the Show.

The Exhibitor shall not use individual public address systems in the Show for charity or otherwise, at the Show without written consent from the organisers. The Exhibitor shall ensure that the aisles, passageways and walkways on or adjacent to their space are kept completely free from obstruction during the Show.

ALTERATIONS TO SPACE BY SHOW MANGEMENT
The organisers reserve the right to remove any signage or display stock not considered as part of the range specified for display and normally sold by the exhibitor. Any person or persons seen selling separately to the site who hold the booking will be asked to leave the grounds immediately. Failure to do so will have both the sub lessor and the exhibitor removed without refund.

RECEIPT OF BOOKED EQUIPMENT AND SERVICES
Exhibitors must notify the Show organisers before the conclusion of the Show if any pre-booked equipment or services (e.g. electrical bookings) have not been provided. Refunds will not be given for non-supply if notification is not made.

ELECTRICAL INSTALLATION
All electrical work will be carried out by the Show’s official electrical contractors.

DISPUTES
Staff and Management of the Show will not involve themselves in disputes between Exhibitors.

FOOD, DRINK, TOBACCO
The Exhibitor shall not sell, distribute or give away any item of food, drink or tobacco on the Show site without prior written consent of the organisers. No BYO alcohol is to be brought onto the site and all catering is to be organised through the Mandurah Offshore Fishing and Sailing Club.

STEPS AND STAGING
Any steps or landings that rise to 1m or more off the ground need to have continuous balustrades. This applies to platforms 1m high or more and steps that lead to a platform 1m high or more. Steps need to be between 280mm and 355mm and rises should be between 115mm and 180mm.

MARQUEES
Marquees must be obtained through the preferred supplier for the show. This is so that the health and safety regulations as set by the City of Mandurah can be adhered to. Marquees over 55sqm have to be certified structurally sound. In order that we can conform to the City’s regulations a preferred supplier will be used. Installation of marquees other persons or companies will not be accepted.

SELLING AND PRODUCTION LIMITATIONS
Exhibitors are to only sell products and services that are part of their everyday business.

ALTERATIONS TO SPACE BY SHOW MANGEMENT
The organisers reserve the right at any time to make such alterations to the space as they consider necessary in the best interest of the show, including altering the size, shape, or position of the space.

POSTPONEMENT, ABANDONMENT OR CANCELLATION
If, for any cause beyond the reasonable control of the organisers, the holding of the show is postponed or abandoned or the show site becomes wholly or partially unavailable for the holding of the show, the organisers may at their discretion cancel the show and return such portion of the sums paid to it by the exhibitor in respect of the show as it shall determine.

In any case, the organisers shall not be liable, and are hereby released from liability, for any damage, loss (including consequential) or expense incurred by the exhibitor as a result of the postponement, abandonment or cancellation.

CANCELLATION OF SPACE
Cancellations must be advised in writing. If you cancel your space 72 days prior to the start of the Show, you will receive a refund of monies paid less the $200 (+ GST) admin fee. Cancellations after the 72 day deadline will forfeit the deposit paid.

SITE MARK-OUT AND BOUNDARIES
All sites will be marked out and numbered prior to move-in. All exhibits must remain within their boundaries and displays are not to creep into walkways, aisles or other exhibits. Any exhibitor seen to be outside their boundary will be asked to reposition their display, however if the display does not fit within the space ordered a new site may be allocated with an additional charge being incurred. Failing this the exhibitor may be asked to remove items that clearly do not fit within their display area.

SUBLetting OF STANDS
Subletting of stands is NOT permitted. The show director reserves the right to remove any signage or display stock not considered as part of the range specified for display and normally sold by the exhibitor. Any person or persons seen selling separately to the site who hold the booking will be asked to leave the grounds immediately. Failure to do so will have both the sub lessor and the exhibitor removed without refund.