MORE THAN A BOAT SHOW!

The Club Marine Mandurah Boat Show proves true the statement that it is more than a boat show with an extensive repertoire of entertainment and activities planned for the weekend, plus many additions to the Show’s structure that are new this year.

This year the Show features a new Super Marquee, which is bigger, higher and wider, offering a more open interior display area and better walkways. There have also been further refinements to the layout and a number of improvements made to aid in parking and transport.

Organisers have planned non-stop entertainment and attractions that will draw the crowds to the Show. A new area designated to personal watercraft will be introduced at the 2010 Show. With top name brands on display and for demonstration, the personal watercraft area will give visitors a chance to see different types of jet skis in action, as well as get onboard for a test ride.

For the fishing enthusiast, the new Western Angler Fishing Super Stage will feature a range of interactive presentations on fishing hotspots around WA. Using images from Google Earth, each presenter will give in-depth information on the fishing area, complete with big-screen aerial views.

The 2010 Club Marine Mandurah Boat Show will also be the platform for the launch of a new initiative “Discover Boating Open Days”. A joint venture between the Department of Transport – Marine Safety, Club Marine Insurance, the Club Marine Mandurah Boat Show and the Boating Industry of Western Australia, the “Discover Boating Open Days” will be held over summer in various locations across Perth and will be an informative and interactive introduction to boating.

Other Show attractions will include fashion shows with the latest fashions from Musto, activities for the kids including bouncy castle, face painting and pirate show, casting competitions, kayak rides, and diving demonstrations, as well as special guest celebrity chef Bart Beek coming along to show us his best Mediterranean recipes, and Malcolm Douglas presenting camp oven cooking.
# CONTENTS

1. **Introduction**  
   2

2. **Exhibitor Information**  
   4
   - Information for Exhibitors  
     4
   - Helicopter Services  
     4
   - Water Berth bookings with Pontoons  
     5
   - Exhibitor Café and Catering options  
     6 - 8

   **Layout of the Show**  
   9
   - Supplier Contacts  
     10
   - Marquees, Steps, Staging, Freight Forwarding  
     10
   - Delivery Notice  
     11

3. **On Water Move-in and Move-out Schedules**  
   12 - 13

4. **Exhibitor Forms requiring action ~ must be completed and returned to our office**  
   - Passes Request Form  
     14

5. **Exhibitor Forms ~ to be completed only if required**  
   - Electrical Information and Booking Form  
     15 - 16
   - Admission Tickets Form  
     17
   - Forklift Booking Form  
     18
   - On Stand Function Form  
     19
   - Early / After Hours Access Form  
     20
   - Telstra Services Form  
     21

6. **Checklist/Notes**  
   22

7. **Terms & Conditions of the 2010 Club Marine Mandurah Boat Show**  
   23
EXHIBITOR INFORMATION

• You have been charged $120+GST to go under Premiere Events’ insurance. However, if you would like to provide your own current copy of your certificate of currency, this fee will be refunded.

• All accounts must be paid in full prior to the start of the Show - payment deadline is 15th August 2010.

• 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.

HELICOPTER SERVICE

The helicopter shuttle service is available from Perth City Helipad and 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.
GUIDANCE FOR THE USE OF HIRE PONTOONS (MANDURAH BOAT SHOW 2010)

Pontoon supplied and installed for exhibitor displays at the 2010 Mandurah Boat Show are subject to the following conditions:

1. **Fixing of equipment to the pontoons utilising tek screws is not permitted.** Bolting-plates which are designed to be inserted in the pontoon side profiles can be purchased from EWS prior to the show at a cost of $16.00 inc gst per set.

2. Fixing of equipment via screws to the tiled surface of the pontoons is not preferred, however if there is no other option, this method will be accepted provided that the exhibitor agrees to cover the cost of new replacement tiles as required at a cost of $38.50 inc per tile.

3. The preferred method of installing carpet to the pontoons is by installation of 19mm dowel into the top side profile tracks and subsequent screwing to that. **Securing of carpet by double sided tape is not preferred however in areas where the above method is not feasible it is permitted providing that the double sided tape is removed by exhibitors (or contracted installation staff) during the stand dismantle process and the pontoons are returned to original condition.** If removal is not undertaken by the exhibitor or their representatives it will be done by EWS staff and charged accordingly.

4. Any other damage due to neglect or misuse by the exhibitor will be charged.

Components available for purchase from Engineered Water Systems (08) 9408 2300

a). Flag pole bases 37mm ID at 300mm tall $40+GST
   Clip on side profile - special make $60 +GST

b). Barrier bases (to rope/chain off areas) 25mm ID at 900 tall. 15mm hole to take rope or chain. $40+GST

c). Fenders to keep boats away from pontoon edge 1m long $130each +GST

d). 2.5t cleats for tying up $69each +GST ***

(*** 4 cleats per pontoon are provided – additional cleats can be purchased as above or hired from Premiere Events***)

Engineered Water Systems
26 Dellamarta Rd, Wangara WA 6065
Phone: (08) 9408 2300
Fax: (08) 9408 1481
Email: neptunef@iinet.net.au
This year there will be an Exhibitors’ Café within the grounds of the show. The café will be located at the back of the Mandurah Offshore Fishing and Sailing Club in the new dining area. It will be open between 7am and 4pm including move in. An example menu has been included in this manual. Please note; to gain access to this area that you will need to be wearing your exhibitors / contractors pass.

**EXHIBITORS HOOK CAFÉ MENU**

- Assorted sandwiches  $6.50
- Assorted wraps       $8.00
- Salad trays          $6.50
- Chicken and salad trays $9.00
- Roast beef & gravy roll $9.00
- Lasagne             $9.00
- Assorted chocolate bars $2.00
- Hot chips            $5.00
- Bags of crisps      $2.50
- Whole fresh fruit    $2.00
- Fresh fruit salad    $6.00
- Coffee and tea      $2.00
- Soft drink can      $3.50
- Red bull            $4.50
BREAKFAST

AVAILABLE FROM THE EXHIBITORS’ CAFÉ
OPEN FROM 7AM

Big Breakfast $12.50
Crispy Bacon
Chipolata Sausage
Hash Browns
Scrambled Eggs
Grilled Tomato
Toast and Condiments

Ham and Cheese Croissant $6.50
Plain Croissant with Jam and Cream $4.50
Pancakes with Fresh Fruit and Maple Syrup $12.50
Bacon and Egg Sandwich (take away only) $8.50

Includes Self Serve Tea and Coffee

FOOD PLATTERS

ON BOARD AND STALL DELIVERY

For orders please fax this form to 08 9535 8979
Orders must be placed at least 24hrs in advance.
Please indicate in below how many platters are required.

MANDURAH “COLD SELECTION” PLATTER
20 x Whole cooked prawns with garlic mayonnaise
10 x Pieces satay chicken skewers
10 x Rounds of assorted finger sandwiches
Chicken and green peppercorn paté with crackers
Cheeses and fresh fruit with condiments
Serves 10 - $105.00 per platter

PEEL REGION “HOT PLATTER”
20 x Spring rolls with plum sauce
20 x Curry samosas with sweet chilli sauce
10 x Prawn twistes
10 x Spicy chicken drumettes with cajun dipping sauce
10 x Vegetarian mini quiches
Serves 10 - $90.00 per platter

FOOD PLATTERS ORDER / PAYMENT

I have selected the above food, totaling $______________________________

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

Visa ☐ Mastercard ☐ Cheque enc ☐ Please invoice ☐

Card Holders Name ______________________________ Signed ________________

Card Number _______ _______ _______ _______ Expiry _______ _______ _______
## ON STAND BEVERAGE PACKAGES

Orders must be placed with at least 24 hours notice. Please note that the Show Grounds are strictly no BYO. Please indicate the number of items you require in the box and fax this form to 08 9535 8979.

### BEER

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Per Carton (24)</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corona stubbies</td>
<td>$65</td>
<td></td>
</tr>
<tr>
<td>Redback Original</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Crown Lager stubbies</td>
<td>$55</td>
<td></td>
</tr>
<tr>
<td>Tooheys Extra Dry stubbies</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Hahn Light stubbies</td>
<td>$45</td>
<td></td>
</tr>
<tr>
<td>Carlton Mid-Strength cans</td>
<td>$55</td>
<td></td>
</tr>
</tbody>
</table>

### PRE-MIXED DRINKS

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Per Carton (24)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jim Beam and Cola</td>
<td>$95</td>
</tr>
<tr>
<td>Jack Daniels and Cola</td>
<td>$110</td>
</tr>
<tr>
<td>Canadian Club &amp; Dry</td>
<td>$85</td>
</tr>
<tr>
<td>Bunderberg Rum and Cola</td>
<td>$85</td>
</tr>
<tr>
<td>Smirnoff Double Black Ice</td>
<td>$85</td>
</tr>
</tbody>
</table>

### SPARKLING WINE

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Per Bottle 750ml</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moet</td>
<td>$100</td>
</tr>
<tr>
<td>Asti Riccadonna</td>
<td>$25</td>
</tr>
<tr>
<td>Yellowglen</td>
<td>$25</td>
</tr>
</tbody>
</table>

### WHITE WINE

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Per Bottle 750ml</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amberley Chenin Blanc</td>
<td>$25</td>
</tr>
<tr>
<td>Goundrey Unwooded Chardonnay</td>
<td>$25</td>
</tr>
<tr>
<td>Skuttlebutt Sauvignon Blanc Sem</td>
<td>$25</td>
</tr>
<tr>
<td>Houghton Semillon Sauvignon Blanc</td>
<td>$22</td>
</tr>
</tbody>
</table>

### RED WINE

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Per Bottle 750ml</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amberley Shiraz</td>
<td>$25</td>
</tr>
<tr>
<td>Goundrey Cabernet Merlot</td>
<td>$25</td>
</tr>
<tr>
<td>Skuttlebutt SHiraz Cabernet</td>
<td>$25</td>
</tr>
<tr>
<td>Houghton Cabernet Sauvignon</td>
<td>$22</td>
</tr>
</tbody>
</table>

### SOFT DRINKS

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Per Carton (24)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coca-Cola Cans</td>
<td>$24</td>
</tr>
<tr>
<td>Sprite Cans</td>
<td>$24</td>
</tr>
<tr>
<td>Lift Cans</td>
<td>$24</td>
</tr>
<tr>
<td>Mount Franklin Water</td>
<td>$24</td>
</tr>
<tr>
<td>Lemon, Lime &amp; Bitters</td>
<td>$34</td>
</tr>
</tbody>
</table>

### ICE

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$4.50</td>
</tr>
</tbody>
</table>

### BEVERAGE PACKAGES ORDER / PAYMENT

I have selected the above beverages, totaling $______________________________

Company Name_________________________ Stand Number ______________

(please indicate Hardstand, Marquee or Waterberth)

Visa ☐ Mastercard ☐ Cheque enc ☐ Please invoice ☐

Card Holders Name_____________________ Signed ______________

Card Number __________________________ Expiry _________
SHOW LAYOUT

MOVE IN TIMES
- Tuesday 5th October only
- Tuesday 5th October by noon
- Wednesday 6th October only
- Wednesday 6th or Thursday 7th October

KEY
- Toilets
- Food
- Show office
- First aid
SUPPLIER CONTACTS

MARQUEE HIRE
Premiere Events 08 9386 9666

STEPS & STAGING
Statewide Staging 08 9317 8611
Stage and Studio 08 9227 9932

STAND DESIGN
Perth Expo Hire 08 9475 2022
Galaxy Displays 08 9434 6222
The Factory 08 9445 8511

CARPETING & WALLING
Perth Expo Hire 08 9475 2022

ACCOMMODATION
The Atrium Hotel 08 9535 6633
Seashells Resort Mandurah 08 9550 3000
The Sebel Mandurah 1800 604 353
The Quest Mandurah 08 9535 9599
Mandurah Visitors Centre 08 9550 3999

The Mandurah Visitor Centre can provide further information on accommodation options. We advise that you book your accommodation as soon as possible.

MARQUEES
Due to council regulations, all marquees must be hired through Premiere Events only.

Please also note the following: We have been advised by the City of Mandurah’s Environmental Health Department that, all marquees must be anchored or weighted sufficiently, also that if there is a strong wind reaching over 30 knots / hours the marquees must be opened at the back to allow the wind to blow through.

STEPS AND STAGING
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.

FREIGHT FORWARDING
Freight Forwarding – 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.
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 5th October 2010 7am to 7pm
- Wednesday 6th October 2010 7am to 7pm
- Thursday 7th October 2010 7am to 7pm

**MOVE OUT**
- Sunday 10th October 2010 5:30pm to 8pm
- Monday 11th October 2010 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></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact Number/s</td>
<td>Land Line</td>
<td></td>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Courier Company</td>
<td></td>
<td></td>
<td>Contact Number</td>
<td></td>
</tr>
<tr>
<td>Number of items</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Instructions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SENDERS DETAILS**

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

MOVE IN TIMES

- Tuesday 5th October only*
- Wednesday 6th October only**
- Thursday 7th October only
- Tuesday 5th October - Thursday 7th October

* Positions 24-55 all day
Positions 92 and 93 at 8am, followed by positions 94, 95 and 96 later;
Positions 90 and 91 not before noon
** Positions 78 - 80: 8am.
WATERBERTH
MOVE OUT SCHEDULE

MOVE OUT TIMES
- By Tuesday 12th October
- Sunday 10th October only
- Monday 11th October only
- Tuesday 12th October only
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 Nedlands, 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 Nedlands 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 3rd 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 3rd September**.

**PASSES REQUEST**

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Stand Number</th>
<th>[please indicate Hardstand, Marquee or Waterberth]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>State</td>
<td>Post Code</td>
</tr>
<tr>
<td>Phone</td>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Additional Exhibitor Passes Required @ $5 = Total Cost =</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractor Passes</td>
<td>Contractor Passes Required</td>
<td></td>
</tr>
<tr>
<td>Please list contractor company names and contact details</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**PAYMENT DETAILS**

Visa [ ] Mastercard [ ] Cheque enc [ ] Please invoice [ ]

Card Holders Name ____________________________________________ Signed ____________________________

Card Number ________________________________ Expiry ________
In order to ensure reliable electrical services, exhibitors are asked to complete and return this electrical booking form by Friday 3rd 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 3rd 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.
ELECTRICAL BOOKINGS

Company Name ______________________________ Stand Number __________________________

(please indicate Hardstand, Marquee or Waterberth)

Requested by __________________________ Telephone __________________________ Facsimile __________________________

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>$138</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P2</td>
<td>15 amp power outlet</td>
<td>$195</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P3</td>
<td>15 amp Shore Power (for boats in pens)</td>
<td>$195</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P4</td>
<td>3 phase power outlet (32 amp c/w switchboard)</td>
<td>$335</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L1</td>
<td>Spotlight</td>
<td>$55</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 O TO INDICATE THE LOCATION OF LIGHTS AND FOR LOCATION OF POWER USE X.

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

Customers Signature __________________________ Date __________________________

PAYMENT DETAILS

Visa ☐ Mastercard ☐ Cheque enc ☐ Please invoice ☐

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 3rd 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**

Visa [ ] Mastercard [ ] Cheque enc [ ] Please invoice [ ]

Card Holders Name __________________________ Signed __________________________

Card Number ________________________________ Expiry ________

[PLEASE RETURN TO PREMIERE EVENTS  
By Friday 3rd September  
FAX: 08 9386 9842  
POST: Suite 9/126 Broadway, Nedlands WA 6009]
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 ________________

[please indicate Hardstand, Marquee or Waterberth]

Contact Name ____________________________________________

Address _________________________________________________ State __________ Post Code ________

Phone ____________________________ Mobile _____________________

**I WOULD LIKE TO BOOK A FORKLIFT FOR:**

**MOVE IN**

☐ Tuesday 5th October - estimated arrival time ________ duration ________ mins

☐ Wednesday 6th October - estimated arrival time ________ duration ________ mins

☐ Thursday 7th October - estimated arrival time ________ duration ________ mins

**MOVE OUT**

☐ Monday 11th October - estimated arrival time ________ duration ________ mins

Customers Signature ____________________________ Date ______________

**PAYMENT DETAILS**

Visa ☐ Mastercard ☐ Cheque enc ☐ Please invoice ☐

Card Holders Name ____________________________ Signed __________________

Card Number ________ ________ ________ ________ Expiry ________ ________

PLEASE RETURN TO PREMIERE EVENTS
By Friday 3rd September
FAX: 08 9386 9842
POST: Suite 9/126 Broadway, Nedlands WA 6009
ON STAND FUNCTION

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 _______________

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

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Stand Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>(please indicate Hardstand, Marquee or Waterberth)</td>
<td></td>
</tr>
</tbody>
</table>

Name of company requiring access

<table>
<thead>
<tr>
<th>DAY/S ACCESS WILL BE REQUIRED</th>
<th>APPROX TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday 8th October</td>
<td></td>
</tr>
<tr>
<td>Saturday 9th October</td>
<td></td>
</tr>
<tr>
<td>Sunday 10th October</td>
<td></td>
</tr>
</tbody>
</table>

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 - DATES 8, 9 & 10 October, 2010

TEMPORARY SERVICE REQUEST

Submit completed form to fax: 1800 810 906 or e-mail to SMICC_OMV_Projects@team.telstra.com
(All related phone enquiries should be directed to the events team on: 1800 816 819)

All requests must be received at least 2 weeks prior to start date. Requests submitted after this date 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:
☐ International Customer please complete the credit card payment details section
☐ Existing Telstra Customer please complete below section

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: _________________________________________________________________________

Credit Card Payment Details (Credit card must be valid for more than six months)
*Mandatory if payment by credit card

*CREDIT CARD TYPE (Please tick applicable box) ☐ Visa ☐ Mastercard ☐ Diners ☐ Amex

*Credit Card No. _____________________________ *Expiry Date ____/____

*Credit Card Security Code (3 or 4 digit code usually shown on signature strip of the card) ________

*Card Holders Name: (Print Name) ___________________________

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 = $2.62/day; Connection Fee Applies*)

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)

(R 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: _________________________

*Please see our Customer Terms for details: www.telstra.com.au/customerterms/index.htm

*Connection Date: ____/____/____ *Cancellation Date: ____/____/____

Telstra Corporation Limited ACN 051 775 556 ABN - 33 051 775 556

OFFICE USE ONLY

AXIS ☐ PDC ☐ RENTAL HANDSET ☐ CONF ☐ SS ☐ COMP ☐

NEW TRN: __________________________ CAN TRN: __________________________

NEW Order Number: __________________________ CAN Order Number: __________________________

FNN(s) Allocated: __________________________
CHECKLIST

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 August 2010.
☐ 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 7th October before the start of the show.

NOTES

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________
TERMS & CONDITIONS

GENERAL
The exhibitor shall indemnify and keep the organisers indemnified against all losses, claims, demands, actions, proceedings, damages, costs, 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.

PAYMENT OF BOOKING
Full payment of your booking must be made by the exhibiting company no later than the 15th August 2010. 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
The exhibitor must produce to the organisers a public liability insurance policy certificate of currency with coverage of ten million Australian dollars (AUD $10,000,000) endorsed for the duration of the show including move-in and move-out, Tuesday 5th October to 5pm Monday 11th October 2010.
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 their products or conduct their business from any other area than their allocated space.
The exhibitor shall not conduct or be permitted to conduct 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. If you wish to demonstrate a product to a member of staff or anyone else, you must either invite them onto your stand area or not to obstruct the aisle ways. Please see diagram (below).
Sound levels caused by the exhibitors use of display equipment such as videos and televisions shall not be intrusive to other exhibitors. The organisers reserve the right to terminate the use of such equipment on the basis of unacceptable sound levels or causing negative impact to surrounding exhibitors business.
Exhibitors shall not use individual public address systems on the show site or any part without the prior written consent of the show 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. If you wish to demonstrate a product to a member of the public, you must invite them onto your stand area as not to obstruct the aisle ways. Please see diagram (below).
Sound levels caused by the exhibitors use of display equipment such as videos and televisions shall not be intrusive to other exhibitors. The organisers reserve the right to terminate the use of such equipment on the basis of unacceptable sound levels or causing negative impact to surrounding exhibitors business.
Exhibitors shall not use individual public address systems on the show site or any part without the prior written consent of the show organisers.

Where such permission is obtained the PA system must comply with the above acceptable sound levels.
The show PA system is for the notice of an Emergency Evacuation and above acceptable sound levels.
The show PA system is for the notice of an Emergency Evacuation and above acceptable sound levels.

FOOD, DRINK, TOBACCO
The exhibitor shall not sell, distribute or give away any item or samples 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. All alcohol must be purchased through the Mandurah Offshore Fishing and Sailing Club.

ELECTRICAL INSTALLATION
All electrical work required on the show site will be carried out by the show’s official electrical contractors.

STEPS & STAGING
Any steps, staging 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 by other persons or companies will not be accepted.

SUB-LETTING
The exhibitor shall not sub-let, share or part with possession of the space or any part without the prior written consent of the show organisers.

ANIMALS
No dogs or other animals are permitted into the show unless the animal is a guide dog accompanying a blind person.

REMOVAL OF GOODS AND EXHIBITS BY EXHIBITORS
The exhibitor shall not dismantle or remove any part of their stand goods or exhibits until the official closure of the show on Sunday 10th October 2010 at 5pm unless written permission is obtained from the organisers.
All goods and exhibits must be removed from the show site by Monday 11th October 2010 at 5pm.
All sites must be left clean and all rubbish must be removed.

ALTERATIONS TO THE SPACE BY SHOW MANAGEMENT
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 them by the exhibitor in respect of the show as they shall determine.
In any case, the organisers shall not be liable, and is hereby released from liability, for any damage, loss (including consequential loss) or expense incurred by the exhibitor as a result of the postponement, abandonment or cancellation of the show.

CANCELLATION OF SPACE
Cancellations must be advised in writing. If you cancel your space prior to the 15th August 2010 you will receive a refund of monies paid less the $200 (+gst) admin fee. After the 15th August 2010 (this is the payment deadline) cancellations will only be accepted if a suitable exhibitor is found to fill the space.