**Exhibition Stands**

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| **Exhibition Booth – x 10 $1,100 + GST** |
| **Booth Size: 1200cm x 800cm – 10 available**You will need to supply your own branding/signage for your site, plus any partitioning or freestanding displays.One trestle table and chairs will be supplied if required.**Exhibitor Passes*** As an exhibitor you are a registered delegate and welcome to attend all conference sessions at no extra charge, including the welcome function. (max 1 exhibitor, additional registration required for additional delegates)
* Dinner tickets will be required to be purchased at extra cost.
* Your organization must be a corporate member of Water New Zealand. Please contact Pip Donnelly if you require information on this.
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**Exhibition Information**

Pack in day is Monday 31st July from 5.30pm until 9.30pm

Exhibits will be open from 8.00am Tuesday 1st August and Wednesday 2nd August morning and during all break times.

You are responsible for the assembly and disassembly of your exhibit.

**Exhibition Rules and Regulations**

This exhibition is managed by the Water New Zealand on behalf of the Backflow Group.

**1. Purpose of Exhibition**

The Water New Zealand Backflow Conference exhibition is managed by Water New Zealand, a non-profit organisation. The purpose of the exhibits, an integral part of the organisation’s educational activity, is to complement the professional meetings and technical sessions by enabling delegates and trade visitors to see state-of-the-art equipment, service and technologies, including the latest innovations in the backflow industry.

**2. Liability**

Neither Water New Zealand nor the venue assumes any responsibility for the protection and safety of exhibitors, their exhibition representatives, agents or employees, for the protection of exhibits or other property secured or removed after hours and placed in safekeeping. Any guard service, security room, or other protective measures that Water New Zealand may take shall be deemed to be purely gratuitous on its part, and Water New Zealand shall have no responsibility for the effectiveness or failure of such measures or for the conduct of personnel involved therein. Each exhibitor agrees to indemnify and hold harmless Water New Zealand, including its officers, directors, agents, employees, contractors, assignees and insurers (hereafter ‘Water New Zealand), and the other exhibitors at the conference from and against any and all claims, losses, damages, liabilities and expenses.

**3. Use of Exhibit Space**

(a) Exhibits are confined to products manufactured by or services rendered by the exhibitor. No exhibitor shall assign, sublet or share the space allocated without the approval of Water New Zealand, and shall be required to have the assigned exhibit space neat and clean at all times.

(b) During show hours, each exhibit must be staffed by a company representative substantially all of the time. Booth attendants shall be dressed modestly and in good business taste. Exhibitors and their representatives shall conduct themselves with decorum and in a professional manner at all times.

(c) All material used in the exhibit space must be fire proofed and conform to all appropriate regulations. All exhibitors planning demonstrations requiring open flames, any kind of compressed gas or explosive fuels, heat, etc. are required to contact the exhibition manager and give pertinent information that allows approval to be obtained in advance. Exhibitors must accept full responsibility for compliance with national and local fire safety regulations.

(d) No cementing, nailing, tacking, taping or attaching of any material to any floor, wall or column will be permitted unless approved by the Water New Zealand exhibition manager.

**4. Arrangement of Exhibits**

(a) Built-up exhibits: No part of any display (except free-standing equipment and island exhibits) may be in excess of 2.0 metres in height and shall not extend from the back wall more than half the depth of the booth. Displays should be located so as not to obstruct other exhibits. All exposed parts of displays and/or equipment must be finished or covered in a workmanlike and neat manner, so they do not present an unsightly appearance when viewed from adjoining booths or aisles. Exhibition management may order masking at the exhibitor’s expense, without the prior consent or knowledge of the exhibitor, where it is deemed necessary.

(b) No carpeting, overhead roofs or bridge-type structures etc. are permitted across aisles. Any booth with an overhead roof or cover must receive special approval. Exhibitors may be asked to provide fire extinguishers, smoke alarms, etc. Peninsula booth arrangements are not allowed.

(c) Mobile or trailer displays are permitted only in certain areas. Permission must be obtained prior to employing this type of exhibit.

(d) Specifications for island or non-standard type exhibits must be approved by the exhibition manager. A copy of such specifications must be furnished to and approved by Water New Zealand prior to the space assignment date. After this date, requests for this type of exhibit space are handled on a space-available basis.

(e) Exhibitors shall limit raised floors or platforms for addressing visitors and/or demonstrating exhibits to 300mm above the floor. No flashing lights or other distractions are permitted.

(f) No portion of any machine, skid or display may be closer than 300mm to any aisle.

(g) All exhibits must remain intact until specified date and time for dismantling and may not be dismantled or removed before that designated time.

**5. Interpretation and Enforcement**

These regulations become part of the contract between the exhibitor and Water New Zealand, which has full power of interpretation and enforcement of these rules and may amend them at any time. All matters in question not covered by these regulations are subject to the decision of Water New Zealand, and all decisions so made shall be binding on all parties affected by them as by the original regulations.

Exhibitors or their representatives who fail to observe these conditions of contract or who, in the opinion of Water New Zealand, conduct themselves unethically, may be immediately dismissed from the exhibition without refund or other appeal.

**6. Change of Location or Cancellation of Exhibition**

If, for any reason, the selected meeting place is not available for exhibiting, or if other contingencies prevail which, in the opinion of Water New Zealand, would prohibit or greatly limit attendance at the Conference, then Water New Zealand has the right to move the exhibition location to another facility or city, and shall not be liable for any expense incurred by reason thereof. In the event of cancellation of the exhibition, Water New Zealand will refund to exhibitors all space charges paid by them.

**7. Children**

Children under the age of 18 are not allowed in the hall during pack-in and pack-out. There are no exceptions.

**8. No Animals**

No animals are permitted within the exhibition area during build up or while the conference and expo is in progress. Seeing-eye dogs are exempt.

**9. Waiver**

The exhibitor hereby waivers and abandons any right to claim specific performance of any obligation of Water New Zealand now or henceforth.

**10. Sponsor**

Water New Zealand reserves the right to negotiate and conclude arrangements for the benefit of Water New Zealand with a sponsor or sponsors in relation to the expo at the entire and unfettered discretion of Water New Zealand.

**11. Breaches**

The parties acknowledge that Water New Zealand shall be entitled to give the exhibitor written or verbal notice to immediately remedy any breaches of this agreement committed by the exhibitor.

**Exhibition Form**

Send to Katrina Guy, Water New Zealand: Katrina.guy@waternz.org.nz

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| **Contact Details** |
| **First Name:** | **Surname:** |
| **Preferred Name for Name Badge** *(if different from above):* |
| **Are you a current member of Water New Zealand?** 🞎 Yes 🞎 No |
| **Organisation:** |
| **Postal Address:** |
| **Work Phone:** | **Mobile Phone:** |
| **Email:** |
| **Special Requirements (***dietary or other):* |
| **Exhibition Stands** |
| **1200cm x 800cm** *(registration & welcome function included) – dinner tickets required to be purchased below) Table is provided. Exhibitors will provide everything else* | $1,100 +GST |
| **Registration and Extra Tickets** *(exclusive of GST) Please tick* |
| **Full Registration Member (***Includes two-day conference, welcome drinks and conference dinner)* | **$600** early bird**$700** after 1 July | 🞎 | **# Tickets***Names of attendees to be list below* |
| **Full Registration Non-Member (***Includes two-day conference, welcome drinks and conference dinner)* | **$850** early bird**$900** after 1 July | 🞎 | **# Tickets***Names of attendees to be list below* |
| **Day Registration Only (*includes specific day conference and conference catering, does not include welcome function or conference dinner)*** | **$400 each – member****$450 each – non member** | 🞎 | **# Tickets***Names of attendees to be list below* |
| **Extra Dinner Ticket(s) (***Tuesday 1st August)* | **$110 each** | 🞎 | **# Tickets***Names of attendees to be list below* |
| **Total Payable – including sponsorship/exhibition:** | **$** |  |
| **Payment Details** |
| 🞎 Invoice to the above contact details | Order #: |
| Name | Sign |

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