



Institute of
Public Works
Engineering
Australia

This form is a Tax Invoice
For GST when you make a payment

ABN 60 286 550 760
Tax Invoice 23/09/10

17th NATIONAL WORKS & ENGINEERING CONFERENCE 23rd – 24th September, 2010

Prince of Wales Showgrounds, Holmes Road, Bendigo

EXHIBITION STAND AGREEMENT 1 (3m x 3m)

This Agreement sets out the features of exhibition stands, and the benefits that each exhibitor receives for his, her or its benefits. It is a legally binding contract and binds the exhibitor even when he, she or it arranges to exhibit the products of a related entity.

Each stand at \$2,985 including GST will have the following features:

- 3.0m x 3.0m stand with walls approx. 2.4m high finished in velcro compatible fabric
- Wall colour will be bright blue unless otherwise nominated by MWOA
- 10cm deep fascia finished in velcro compatible material
- Fascia colour will be red unless otherwise nominated by MWOA.
- One Company name per stand, two on any corner stands. Company name in computer cut vinyl standard letters. Maximum of 25 letters - Pty Ltd etc deleted
- 2 x 120 watt lights per stand mounted inside of the front fascia
- 1 x single power point with a maximum loading of 1000 watts (4 amps)

The following are the benefits in respect to each stand:

- Stands are located between conference and catering areas that will provide traffic during pre registration, lunch, tea breaks and pre dinner drinks on Thursday and business breakfast on Friday
- Exhibitors name and stand number listed in conference program
- Two attendees at lunch on Thursday and Friday
- Two attendees for morning and afternoon tea on Thursday and Friday
- Two attendees for pre dinner drinks on Thursday evening
- Two attendees for business breakfast on Friday

Important Points:

- The benefits do not include attendance at the conference sessions, conference dinner. Exhibitors are very welcome to attend the conference dinner @ \$125 each on the Thursday evening and business breakfast @ \$95 each on the Friday, including lunch, morning and after tea for both days
- Carpet and additional furnishings are at cost through the Conference Service Contractor

Municipal Works Officers Association
PO Box 1254, Geelong, Vic, 3220
Phone: 0418 144 460 Email: stephen@mwoa.com.au

- A deposit of \$1,500 including GST is required to secure the stand. **Any balance must be paid on or before 2nd August 2010**



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Please indicate from the following:

COMPANY NAME: (max 25 letters) _____

Additional Dinner Guests @ \$125 each Additional Stand Attendees @ \$95 each

Demonstration Required at Additional Cost of \$3,515.00 (Gst Inc):

Description: _____

Time Required: _____

Preparatory Works: _____

Additional Requirements (ie OH&S) _____

Additional Requests: _____

.....
Signed _____ Print name of Signatory

.....
Date _____ Company Address _____ Telephone _____

Payment Method		Tax Invoice ABN 60 286 550 760	
Payment Method:	<input type="checkbox"/> Credit Card: details below	<input type="checkbox"/> Cheque enclosed payable to MWOA P O Box 1254 Geelong Vic 3220	Amount Payable: \$ _____ includes GST
	<input type="checkbox"/> Please invoice		
Credit Card Details:	<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard	Name on Card: _____	
Card Number:	Expiry: / /	Authorised Signature: _____	

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Cancellation Policy

*Only one registration per form. For additional delegates, please photocopy this form. An administration fee of 10% will be deducted from any refund due to cancellations prior to 2nd August 2010. **No refunds for cancellation after 2nd August 2010 will be made.** However a substitute delegate is welcome. All cancellations and substitutes must be faxed in writing to MWOA on (03) 5250 3008. MWOA reserves the right to defer, amend or cancel the program.*

**Return Registration to Municipal Works Officers Association, PO Box 1254, Geelong, Vic, 3220
Tel 0418 144 460; Fax (03) 5250 3008; Email: stephen@mwoa.com.au**