

# 57<sup>th</sup> ISCoS

The International Spinal Cord Society

Annual Scientific Meeting

Combined with the 25th Australia and New Zealand Spinal Cord Society (ANZSCoS) Annual Scientific Meeting

13-15 SEPTEMBER 2018

SYDNEY, AUSTRALIA

ISCoS  
The International  
Spinal Cord Society



## Sponsorship and Exhibition Application / Booking Form

Please send this form completed to the Secretariat and you will be invoiced for the corresponding amount.

E-mail: [iscos2018@zibrant.com](mailto:iscos2018@zibrant.com)

PLEASE USE BLOCK LETTERS

Name of Company:	
Name of Contact:	Position:
Address:	
Exhibition Fascia Board should read:	
VAT Registration Number:	Company Registration Number:
Postcode / Zipcode:	Country:
Telephone: +(     )	Mobile:
Email:	
<b>Logistics Contact:</b>	
Name:	Position:
Telephone: +(     )	Mobile:
Email:	

### Sponsorship Packages

Please mark your selection in the box provided

Platinum AUD\$ 130,000     Gold AUD\$ 100,000     Silver AUD\$ 75,000     Bronze AUD\$ 35,000

### Exhibition

I would like to apply for exhibition space at ISCoS 2018

I would like a Shell Scheme Package     I would like Space Only

	1st Choice	2nd Choice	3rd Choice	4th Choice
Preferred Stand No:				
Stand Size:	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>

**Exhibition Layout:** The Secretariat reserves the right to change the exhibition floor layout if necessary. The Secretariat reserves the right in unforeseen circumstances to amend or alter the exact site of the location of the exhibition and/or stand and the Exhibitor undertakes to agree to any alteration to the site or the space re-allocated by the Secretariat.

### Individual Sponsorship Items

I would like to apply for the following

- |                                                         |                                                               |                                                                  |
|---------------------------------------------------------|---------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Delegate Meeting Bag Sponsor   | <input type="checkbox"/> Delegate Bag Insert                  | <input type="checkbox"/> APP Opening Advert                      |
| <input type="checkbox"/> Name Badge and Lanyard Sponsor | <input type="checkbox"/> Full Page Advert in Pocket Programme | <input type="checkbox"/> 3 Minute Presentation on the video wall |
| <input type="checkbox"/> Charging Station Sponsor       | <input type="checkbox"/> Half Page Advert in Pocket Programme |                                                                  |
| <input type="checkbox"/> Video Wall Sponsor             | <input type="checkbox"/> Banner Advert in APP                 |                                                                  |

**All prices are quoted in AUD\$ and are exclusive of 10% GST**

By signing below, I declare that I agree with the General Terms and Conditions and have the authority to sign on behalf of the Company.

Signature of Applicant: \_\_\_\_\_ Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

Please see overleaf for Terms and Conditions

# TERMS AND CONDITIONS

## 1. Definitions

"Meeting" shall mean the event, ISCoS 2018, which will take place from 13 to 15 September 2018, at the International Convention Centre Sydney (ICC Sydney), Sydney, Australia. "Secretariat" shall mean BCD Meetings & Events. "Exhibitor or Sponsor" shall mean any person, firm or organisation allocated a space by the Secretariat in the above-said meeting, or with a confirmed sponsorship as outlined in this document. "Co-exhibitor" shall mean any person, firm or organisation exhibiting their own products or services on the stand space of an Exhibitor.

## 2. Application for participation & acceptance

All applications for participation shall be made on the prescribed form overleaf. The application shall be submitted to the Secretariat. Upon receipt of the invoice, the exhibitor or sponsor will promptly transfer the full amount of the total space rental charges and/or sponsorship package. The submission of the application form shall be deemed to be confirmation of participation and full acceptance of the 'Terms & Conditions for Participation' as stated herein. The application shall become a valid contract upon the Secretariat accepting the application. The application and confirmation of its receipt do not constitute grounds for any claim to approval, or to any specific location or site of stand. In particular, the Secretariat is entitled to implement the relocation of space allocated if the meeting area available is oversubscribed.

## 3. Rental of stand fitting, design and signs

The individual design of the stand, if in excess of the services indicated in the offer, is the concern of each individual Exhibitor who shall apply with the official contractor for furniture, fittings, fixtures and utilities. The nature of the design shall, however, be subjected to the construction regulations applicable to the event venue and to the construction guidelines set by the Secretariat.

## 4. Co-exhibitors and firms indirectly represented

Stand areas are in principle made available solely as whole entries and only to one contracting party, the 'main Exhibitor'. The use of the stand area by another company represented by its own meeting goods (co-exhibitor) shall require a special application and written approval from the Secretariat. Approval of co-exhibitors is likewise based on the criteria listed under paragraph 2 above, apart from this. Such companies shall also be subject to the terms & conditions for participation, which are to be acknowledged by those companies in writing. The assignment of the rights and obligations to other parties, even if only in part, is not permissible except with the written approval of the Secretariat in advance. The Main Exhibitor shall be liable for any fault on the part of his co-exhibitor or indirectly represented company and their agents, in the same manner as his own faults and for the faults of his own agents. The same shall apply to auxiliary staff. If paragraph 4 above applies, the main Exhibitor and all co-exhibitors shall be jointly and severally liable to the Secretariat for the obligation arising from this rental contract.

## 5. Terms of payment

- a) Full amount upon receipt of invoice
- b) All invoices must be settled within 30 days, non receipt of payments may result in release of reserved items
- c) For other additional services, payments must be made in full, in advance, when placing orders for services

## 6. Cancellations

The Exhibitor or Sponsor will not be permitted to withdraw from, cancel, alter or reduce in any way their booking of the Meeting. However, the Secretariat may consider special cases and in their sole discretion grant partial refunds according to how many months/weeks prior to the start of the meeting that the proposed withdrawal or change is made known to the Secretariat in writing.

The Secretariat shall retain:

- a) 50% of the agreed package amount if the cancellation is made by 1 March 2018.
- b) 100% of the agreed package amount if the cancellation is made after 1 March 2018.

## 7. Movement of exhibits

- a) The Exhibitor or Sponsor shall bear the responsibility and expenses for transport of exhibits to the meeting venue.
- b) The Exhibitor or Sponsor shall make their own arrangements for the storage and ware housing of the exhibits, subject to the approval of the Secretariat.
- c) The Exhibitor or Sponsor shall submit a list of exhibits to the Secretariat at least ten days prior to the start of the meeting.
- d) No exhibits or other goods will be permitted to leave the meeting venue. The Exhibitor or Sponsor shall indemnify the Secretariat against any loss or damages due to delay or damage to the meeting venue.

## 8. Security Responsibility

During all periods, security of exhibits, stands and furniture is wholly the responsibility of the Exhibitor or Sponsor, his agent or contractor and the Secretariat, its directors, trustees, offices, employees, agents and representations shall not be responsible for any losses, damages to property or injuries to person incurred.

## 9. Security & Insurance

The Secretariat, its directors, trustees, offices, employees, agents and representations, will not be responsible for the safety of articles of any kind brought into the meeting by the Exhibitor or Sponsor, their employees, agents or contractors, members of the public or any person whatsoever. Exhibitors and Sponsors shall ensure that they are fully covered by Insurance and take out public liability and comprehensive protection. The period of Insurance shall be from the time the Exhibitor first enters the meeting hall until all his exhibits have been properly removed to the satisfaction of the Secretariat. The Exhibitor shall indemnify and hold the Secretariat, its directors, trustees, offices, employees, agents and representations, harmless with respect to all costs, claims, liabilities, losses, demands, proceedings and expenses to which the Secretariat, its directors, trustees, offices, employees, agents and representations may in any way be subject (including but not limited to members of the public, the staff of the local authorities, or the Secretariat of Exhibitors' staff, agents or contractors) caused as a result of any act of omission of the Exhibitor, co-exhibitor, sponsor, representatives, employees, agents, contractors or invitees. If the Secretariat so demands, the Exhibitor shall provide proof to the Secretariat that the Exhibitor has adequate insurance coverage. The Secretariat shall not in any event be held responsible for any loss or damages whatsoever (including loss of profits suffered by the exhibitor) as a result of any restrictions or conditions which prevent construction, completion, alteration or dismantling, or for the failure of any service normally provided at the listed meeting ground, for the cancellation or part-time opening of the meeting either as a whole or in part, or for amendments or alterations tall or any of the 'Terms & Conditions for Participation' caused by any circumstance not within their control.

## 10. Damage to venue

The exhibitor shall take good care of and shall not cause any damage or permit or suffer any damage to be done to the meeting venue or to any part or parts thereof or to any fittings, equipment or other property therein, and shall make good and pay for damages thereto (including accident damage and damage by fire) caused by act or omission of himself, employees, co-exhibitors, agents, representatives, contractors or persons by reason of the use of the meeting venue by the Exhibitor. If the Secretariat so demands, the Exhibitor shall insure the venue for any damage and send the insurance documents to the Secretariat.

## 11. Indemnity of the Secretariat/show manager

Under no circumstances shall the Secretariat make good or accept any responsibility or liability however arising with respect to damage, theft or loss of any property, goods, articles or things however placed, deposited. Brought into or left upon the premise either by the Exhibitor for his use or purpose or by any other person, and the Exhibitor must indemnify the Secretariat, its employees, agents and offices in respect thereof.

## 12. Compliance with laws

Exhibitors shall comply with all the rules, regulations and laws imposed or laid down or prescribed in the future by the local government, public authorities and owners or managers of the meeting venue for all purposes concerned with the implementation of these regulations, of the regulations and stipulations laid down or prescribed in the future by the Secretariat by virtue thereof, and of all other contracts relating to the meeting the Exhibitor shall be deemed to be domiciled at the office of the Secretariat in the UK. Without prejudice to the powers of the parties to enter into a general or limited arbitration agreement, all disputes arising from the Exhibitor's participation, from the enforcement of these regulations, or from any other contracts relating to the meeting, including the Terms & Conditions for Participation' stated herein, or by virtue of regulations or stipulations laid down or prescribed by the Secretariat, shall be governed and construed accordingly and the Exhibitor hereby submits to the non-exclusive jurisdiction of the courts. Where disputes arise concerning interpretation, the English text of these 'Terms & Conditions for Participation' shall be deemed to be final.

## 13. Supplementary clauses

Whenever necessary to ensure the smooth management of the meeting, the Secretariat shall have the right to issue Supplementary regulations and instructions in addition to those in the Terms & Conditions for Participation'. All such additional written instructions form a part of the 'Terms & Conditions for Participation' and are binding on all Exhibitors.

## 14. Infringement of 'Terms & Conditions for Participation'

The infringement of the above-mentioned 'Terms & Conditions for Participation', and any other future rules and regulations determined by the Secretariat, will result in the exclusion of the Exhibitor from the meeting, and the Exhibitor shall have no right to claim compensation or demand refund on any payments already processed, losses or expenses, nor shall the Exhibitor be released from their contractual obligation to pay.

## 15. Unforeseen Occurrences

In the event of any occurrence not foreseen in these Terms & Conditions for Participation', the decision of the Secretariat shall be final.

