

# EXHIBITOR BOOKING FORM - TAX INVOICE

FAX FORM TO: (08) 9321 7730 ABN: 96422750882

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Prefix               | Contact Name         | Position             |
| <input type="text"/> |                      |                      |
| Name of Company      |                      |                      |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Address              | City                 | State Postcode       |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Telephone Number     | Facsimile Number     |                      |
| <input type="text"/> | <input type="text"/> |                      |
| Email Address        | Mobile Number        |                      |
| <input type="text"/> | <input type="text"/> |                      |

**BOOTH REQUIRED - please tick appropriate box** (all prices include GST)

AHA Corporate Member Rates  2m x 2m \$2450  3m x 2m \$3450

Non Corporate Member Rates  2m x 2m \$2650  3m x 2m \$3650

**PREFERRED CONTACT**

- please tick appropriate box

Email

Post

**Other size**

AHA Corporate Member \$545 / sqm (Min 4m x 2m) \_\_\_\_\_

Non Corporate Member \$585 / sqm (Min 4m x 2m) \_\_\_\_\_

If you require AHA Corporate Member Information, please contact Mark Bell at the AHA on (08) 9321 7701.

**PAYMENT OPTIONS**  CHEQUE  CREDIT CARD (MASTERCARD / VISA / AMEX)  EFT  
\* Fees Apply

BSB #: 036011  
Account #: 228582

**Please make cheques payable to WAHHA. Send payment and booking form to:**  
AHA(WA), PO Box 660, WEST PERTH WA 6872

Please use reference **Expo12**  
and your **Company Name**

**AMOUNT ENCLOSED / CHARGED \$** \_\_\_\_\_

Amount includes GST. This booking form becomes a Tax Invoice on receipt of payment.

Card No:

\* A merchant fee of 1.2% applies to all Visa/ Mastercard payments.  
\* A merchant fee of 3% applies to AMEX payments

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**NAME ON CARD**

**EXPIRY DATE**

**CARDHOLDER'S SIGNATURE**

**Terms and Conditions**

- Receipt of this signed booking form creates the Exhibitor Agreement, and confirms your company's (the Exhibitor) acceptance of participation in Hospitality Expo (the Event), and agree to the terms and conditions listed on the Exhibitor Agreement. The Event Organiser (AHA(WA)) reserves the right to refuse to accept any Exhibitor and/or Agreement.
- Full payment for all trade booths must be received by February 17th 2012.
- A cancellation fee of 50% applies to all Exhibitor Agreements cancelled prior to February 17th 2012. Exhibitor Agreements received after February 17th 2012 will incur 100% cancellation fee. All cancellations must be in written form, addressed to AHA(WA).
- The AHA(WA) reserves the right to allocate booth locations on a first- in first- served basis, but where possible, will address individual requests. The AHA(WA) may at its discretion, alter the layout if, in their opinion, this is in the general interest of the Event.
- The Exhibitor shall not sub-let, or assign the stand allotted to them to other parties either wholly or in part without the prior written consent of the AHA(WA).
- The Exhibitor shall meet the cost of additional equipment and/or construction modifications to the standard Advans Shell Scheme provided.
- The Exhibitor must complete the construction and decoration of their stand by 10am on Tuesday 1st May 2012. No Exhibitor shall so arrange their exhibit so as to obscure or prejudice adjacent Exhibitors in the opinion of the AHA(WA).
- The Exhibitor must have appropriate insurance including public liability insurance and workers compensation insurance. It is also the responsibility of the Exhibitor to ensure that their contractors are covered by appropriate insurance.
- Damage caused by the Exhibitor and/or their contractors to other Exhibitors or common property shall be the responsibility of the Exhibitor, and no claims may be made against the AHA(WA).
- The AHA(WA) shall take 24 hour security precautions in the interest of the Exhibitor and Event visitors. However, the AHA(WA) shall not be held responsible for any loss, damage or theft of the exhibits and/or products during the build up, the Event and dismantling periods. This also includes loss or damage to articles belonging to the Exhibitor or their contractors.
- The provision of free samples of Exhibitor products must be contained within 1 metre of your allocated stand area. This includes promotional staff handing out samples.
- In the event the Exhibitor wishes to provide alcohol at their stand, it is the responsibility of the Exhibitor to adhere to the Responsible Service of Alcohol Guidelines by providing food, (i.e. chips, cheese and biscuits, finger food etc.) throughout the period of the exhibition. The Exhibitor must also adhere to the Laws governing the Responsible Service of Alcohol.
- It is a requirement of Burswood Entertainment Complex (the Venue) that Exhibitors will be required to have all staff that are dispensing alcohol at the Event to have completed Responsible Service of Alcohol Training prior to the Event. The Exhibitor is required to have readily available at their trade booth, a training register of all staff names and their training qualifications for this Event. Copies of training certificates should also be included. (The AHA(WA) has on-line training courses in Responsible Service of Alcohol available).
- Any equipment or effects of the Exhibitor or any other person entering upon the premises with the express or implied invitation or permission from the Exhibitor that has been either abandoned, lost or displaced during the Event period, shall be deemed abandoned and will be disposed of by the Event Venue Management as deemed fit at the sole cost of the Exhibitor.
- The AHA(WA) will not take delivery of any goods, packages or other material on behalf of an exhibitor. Nor will the AHA(WA) accept responsibility for any items of delivery or items that have been delivered to the site in the absence of the Exhibitor, its agent or its contractor. The delivery period and address for all items is available upon request.
- Limited storage space will be available at the Venue. Cartons should not remain on the stand during the Event and should not hinder access in aisle ways and doorways during bump-in, bump-out or during the Event.
- The Venue and the AHA(WA) reserve the right to refuse entry to any person and any person whose conduct is objectionable, disorderly or disruptive to the Venue and/or AHA(WA) or in violation of any Law, shall be refused entrance or shall be immediately ejected from the Venue. In addition this applies to any unauthorised hawkers.
- In the event that the Event is cancelled or delayed through no fault of the AHA(WA), or the Venue including but not limited to fire, flood, labour disputes, natural disasters, acts of God, civil disorders, riots, insurrections, work stoppages, slow downs or disputes, or other similar events then the Exhibitor shall not be entitled to any refund or to claim for any loss or damage.
- A breach of these Terms & Conditions will entitle the AHA(WA) through its designated servants and/or agents to (a) retain any payment made by the Exhibitor; (b) prohibit the Exhibitor from occupying the allocated stand and/or remove from the allocated stand the Exhibitor along with any exhibits or any other material with the cost of such removal being a debt due and payable by the Exhibitor to the AHA(WA). All notices shall be in writing and delivered either personally, by post, email, fax or by courier.
- The AHA(WA) reserves the right to vary or add to these Terms & Conditions if necessary to comply with any laws or any directions given by the Venue or as otherwise determined necessary by the AHA(WA) for the efficient running of the Event.
- The Exhibitor must comply with all relevant State and Federal government legislation including, but not limited to those laws governing the sale & supply of food, liquor & tobacco.
- The Exhibitor must ensure that their stand remains intact during all official advertised hours of the Event. Stands are not to be dismantled until the official closing time.

I acknowledge I have read and accept the terms and conditions listed above.

**SIGNATURE**

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**DATE**

# BUYERS GUIDE FORM

Upon payment of your Hospitality Expo booth the information below will be showcased as your company exhibitor listing at [www.ahawa.asn.au](http://www.ahawa.asn.au). This information will also be placed in the Hospitality Expo Buyers Guide provided to all expo attendees.

Please complete the form below, detailing your special offer and new product, and return via fax to the AHA(WA) on 9321 7730 or email [members@ahawa.asn.au](mailto:members@ahawa.asn.au) before Friday 23 March 2012.

**PLEASE RETURN BEFORE: FRIDAY 23 MARCH 2012**

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|----------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company Name</b>                          |  | <p>Please select one (1) category from the list below that best suits your company:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Accounting &amp; Payroll Services</li> <li><input type="checkbox"/> Architects, Building &amp; Design</li> <li><input type="checkbox"/> ATM Providers</li> <li><input type="checkbox"/> Auditing / Stock Control</li> <li><input type="checkbox"/> Barware &amp; Kitchenware</li> <li><input type="checkbox"/> Beverage Supplier</li> <li><input type="checkbox"/> Brokers / Real Estate</li> <li><input type="checkbox"/> Cleaning, Engineering &amp; Maintenance</li> <li><input type="checkbox"/> Education, Training &amp; Employment</li> <li><input type="checkbox"/> Entertainment &amp; Music</li> <li><input type="checkbox"/> Environmental</li> <li><input type="checkbox"/> Events &amp; Exhibitions</li> <li><input type="checkbox"/> Finance &amp; Superannuation</li> <li><input type="checkbox"/> Flooring</li> <li><input type="checkbox"/> Food Supplier</li> <li><input type="checkbox"/> Furniture &amp; Bedding</li> <li><input type="checkbox"/> Industry Consultants &amp; Services</li> <li><input type="checkbox"/> Industry Suppliers</li> <li><input type="checkbox"/> Legal</li> <li><input type="checkbox"/> Media</li> <li><input type="checkbox"/> Print &amp; Design, Marketing &amp; Promotions</li> <li><input type="checkbox"/> Security &amp; Emergency Management</li> <li><input type="checkbox"/> Sound, Lighting &amp; Audio Visual</li> <li><input type="checkbox"/> Technology Products &amp; Services / Point of Sale Systems</li> <li><input type="checkbox"/> Utilities</li> </ul> |
| <b>Address</b>                               |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Telephone</b>                             |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| <b>E-mail</b>                                |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Website</b>                               |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Company Description</b><br>(max 50 words) |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| <b>Special Offer</b><br>(max 30 words)       |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| <b>New Product</b><br>(max 30 words)         |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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