TERMS AND CONDITIONS

Exhibitors participating in ACN’s Nursing & Health Expos are required to adhere to the terms and conditions and the exhibitor code of conduct as set by ACN.

ACN’s acceptance of the exhibitor’s booking constitutes an agreement of the parties to abide by the terms and conditions contained herein.

General Principles
The principles which must apply in all instances are:

a) conformity with ACN’s shared vision, core values and strategic directions

b) professionalism and ethics, as outlined in the Code of Conduct for Nurses in Australia (2008), the Medicines Australia Code of Conduct (V17) and the Medical Technology Association Code of Practice

c) independence, where the activity or relationship should not undermine ACN’s independence

d) consistency with ACN policy and practice

e) transparency of process, except for commercial in confidence activities

f) compliance and accountability

Eligibility
Organisations are only eligible to exhibit at the ACN Nursing & Health Expos if the product or service offered is directly associated with and/or benefits the profession of nursing. ACN reserves the right to request evidence of eligibility and to deny access to organisations if the product or service offered does not align with the purpose of the ACN Nursing & Health Expos.

Payment

a) Reservation of a booth will only be confirmed upon receipt of full payment.

b) The Australian Goods and Services Tax (GST) at 10% is applicable to all goods and services offered by ACN and all prices in this document are inclusive of the GST.

c) Payment is required within 30 days of booking.

d) Should a booth booking be made within 30 days of the Expo date, full payment via credit card, or proof of payment via bank transfer is required.

Space Allocation

a) Booths will be allocated in order of booking and at the discretion of ACN. ACN will not be responsible for exhibitors being allocated a space adjacent to a competitor.

b) ACN reserves the right to rearrange the floor plan and/or relocate any exhibit without notice in order to produce a suitable exhibition layout for Expo visitors.

Cancellation

Notification of cancellation of participation must be received in writing no later than four weeks prior to the Expo.

a) Cancellations made more than 12 weeks from commencement of the Expo will receive a full refund less an administrative fee of $100.

b) Cancellations received between 12 weeks and four weeks from the commencement of the Expo will incur a fee of 25% of the total booking made.

c) No refund will apply to cancellations received less than four weeks prior to the Expo.

Exhibiting

a) No exhibitor shall assign, sublet or apportion the whole or any part of their booked space, including promotional items, except upon prior written consent of ACN.

b) All exhibitors will be confined to the space provided and shall not promote products outside their assigned space. If found to be distributing marketing materials outside of the assigned space, ACN reserves the right to ask the exhibitor to leave.

c) Exhibitors must be available to service visitors for the duration of the Expo (9:00am – 1:00pm).

d) Exhibitors are responsible for removing their property within the designated move out period as advised in the exhibitor manual. Failure to do so, will result in removalist charges at the exhibitor’s expense.

e) Exhibitors must only conduct competitions or offer prizes with the permission of ACN.

f) Exhibitors wishing to have consumables at their stand must notify ACN and the venue prior to each Expo they attend. Exhibitors will be liable for any related costs charged by a venue for the distribution of consumables or additional cleaning.

g) Exhibitors may not pack down their booth space prior to the Expo close of 1:00pm for safety reasons.
Booth

a) No exhibit may extend above the booth height unless prior approval has been obtained from the organisers. Exhibits must remain within the confines of the assigned sites at all times.

b) No nails, staples or pins other than display pins are to be used on exhibition panelling. Velcro stickers are permitted. Any costs incurred by ACN for damage to exhibition equipment, furniture and accessories caused by an exhibitor’s negligence will be charged back to the exhibitor by ACN.

Liability

a) ACN will not discount or refund for any facilities not used or required.

b) ACN reserves the right to change the venue and duration if circumstances demand at their discretion. Exhibitors will indemnify ACN in respect of any claims and demands in respect thereof. The exhibitor must take out adequate insurance in respect of all claims.

Insurance

a) The exhibitor is responsible for all personal injury or damage to property arising in connection with the exhibitor’s display area howsoever caused directly or indirectly by him/her or any contractor, subcontractor, servant, agent, licensee or invitee of his/her or any act of omission of any such person or by any exhibit, machinery or other article or thing in his/her possession of or use of him/her or any other servant or any agent of his/her or (erected by the exhibitor or contractor of his or their workmen or agents) by the stand fitting contractor. The exhibitor will indemnify the organisers in respect of each and every such claim and all actions, proceedings, costs, claims and demands in respect thereof. The exhibitor must take out adequate insurance in respect of all such claims and provide a copy of the policy upon registration. The organisers shall be under no liability for personal injury to the exhibitor, his/her servants, agents, invitees or licensees however caused. The exhibitor is accordingly advised to take out all necessary insurances.

b) ACN will not be responsible for the loss or damage of exhibitors’ stock. Exhibitors are responsible for insuring their stock for loss or damage.

c) If the holding of the exhibition is prevented or abandoned by reason of fire, storm, lightning, national emergency, labour dispute, strike, lockout, civil disturbance, explosion, inevitable accident, or any other reason not within the control of the organisers whether of the same sort or not, the organisers may, at their discretion, return a part of the costs of space paid by the exhibitor. In any such case, the organisers shall not be liable in any way whatsoever for any expenditure or liability or loss including consequential loss incurred by the exhibitor.

d) Public liability insurance to a minimum of AUD$10 million must be taken out by each exhibitor at their own expense. A copy of the certificate of insurance currency must be provided to ACN at the time of booking.