



Scrap Metal Recycling Association of NZ

51st AGM and Convention

25-26 July 2019— Sudima Airport Hotel

CHRISTCHURCH

EXHIBITOR REGISTRATION

Company Name: _____

Company Representative _____

Best Contact Number: _____

SMRANZ Member? YES NO

Special diet? Vegetarian Vegan Other (please explain) _____

Stand Information

Pricing Member \$ 555 inc GST

Non-Member \$ 865 inc GST

*This price is for the stand and the registration of one nominated Company Representative. **Additional exhibitor representatives need to register separately using the delegate registration form***

Do you require an electrical outlet? YES NO

Other equipment requirements Space is allocated based on a standard trestle table of 0.65 m x 1.8 m and room for a pull-up banner at the back of the space. If you have additional equipment needs, please discuss them directly with the Sudima Christchurch Airport Hotel. Contact: Andrea Davis, 03 358 3139, email AndreaD@sudimachristchurch.co.nz

Preferred stand number* _____ **Please refer to attached exhibition hall floor plan for stand locations*

Confirmation

1. Have you read and initialled the Terms and Conditions for exhibitors? YES NO
(see overleaf)

2. Is an order number required for this booking? YES NO

If yes please enter the order number here: _____

Name of Authorised Person _____

Signature _____



Terms and Conditions

1. INCLUSIONS

- One trestle table with covering cloth
- Two chairs
- Full catering for the Company Representative

2. TERMS OF PAYMENT AND CANCELLATION

The exhibition stand must be paid in full at time of booking and is non-refundable in all situations except in the unlikely event that SMRANZ must cancel. If this occurs, refunds will be made in full.

3. SETUP, MANNING & PACKDOWN

Stands will be available for setup from midday on Thursday the 25th of July 2019.

Pack down must be completed by 10:00 pm on Friday, 26th of July 2019. If the exhibitor does not pack down by the required time, the exhibitor will be required to pay any and all late charges levied by the hotel.

Exhibitors are expected to man their stands during the following times:

Thursday	25 th July	6.00pm -	9.00pm	Suppliers Showcase Reception
Friday	26 th July	10.00am -	10.30am	Morning Tea
		3.45pm -	4.15pm	Afternoon Tea
		6.00pm -	9.00pm	Meet The Market Reception

4. EXHIBITOR RESPONSIBILITY / DISCLAIMER

Exhibitors shall be responsible for:

- Booking and payment of their accommodation, if it is required
- Damages incurred as a result of actions by their staff or contractors
- Adherence to set up and pack down times and manning of their stall during the conference
- Ensuring they have the appropriate insurance in place to indemnify them from damages, or any other claims that may arise from the actions of their staff or contractors

5. ACCOMMODATION BOOKINGS

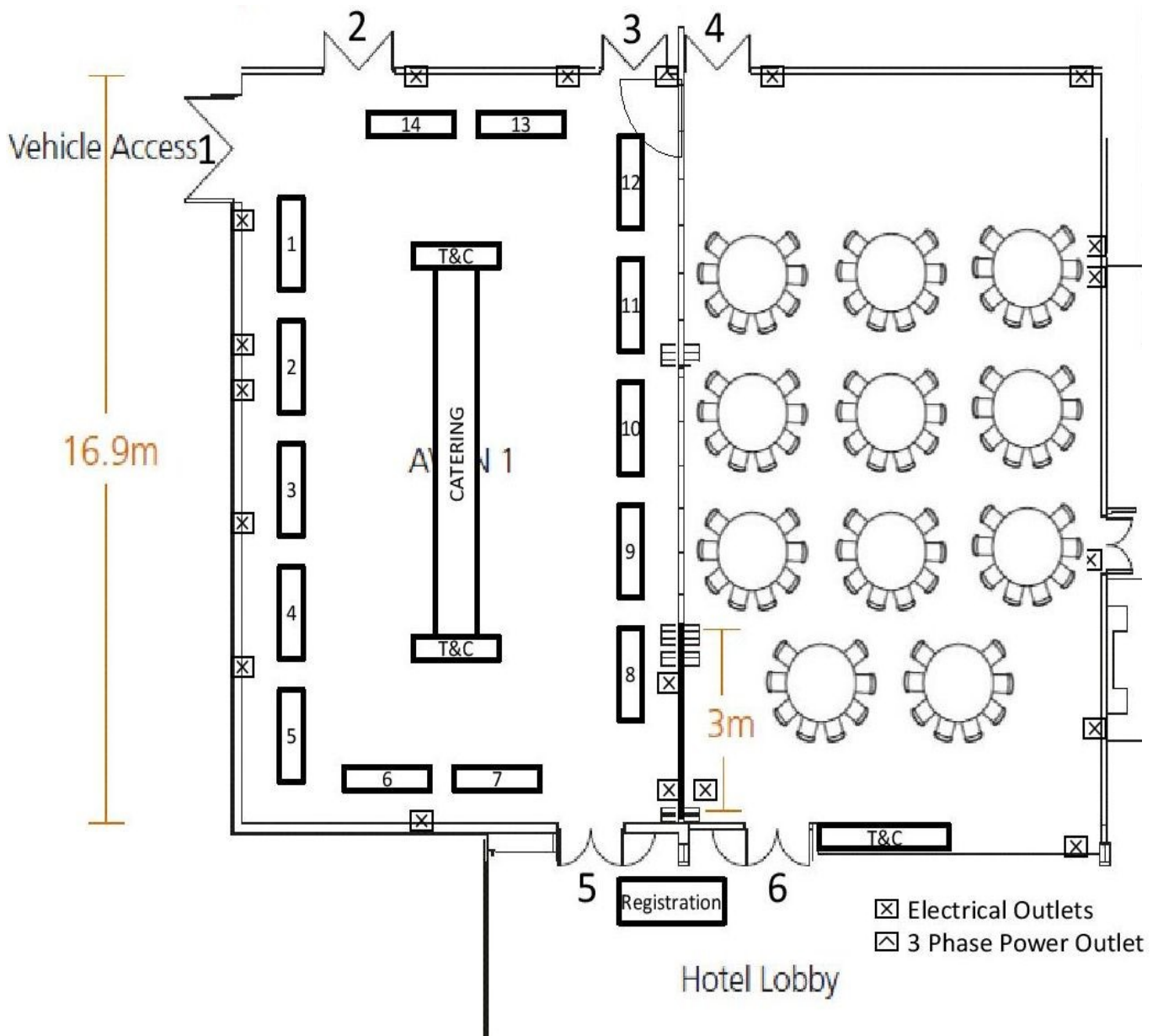
- Accommodation must be booked directly with the Sudima Christchurch Airport Hotel at www.sudimahotels.com and entering the promo code SMRA
- A room rate of \$189 per night (superior, single or double occupancy) will apply - subject to availability. Bookings must be made before 25 June 2019 to access this special rate.

6. OTHER DETAILS

There is free parking on the property for all conference delegates.

Initials _____

Conference Layout



All exhibitor spaces are located in the room adjacent to the main conference room.

The catering for the morning and afternoon teas will be held in the exhibition space; both networking functions will be held there, too.

The 14 available exhibition spaces will be reserved on a first come, first served basis.

Initials _____