



STAVCON 2010 Exhibitors

Monday 29 November - Tuesday 30 November 2010 at LaTrobe University, Bundoora

PLEASE READ THIS INFORMATION AND AGREE TO THE TERMS AND CONDITIONS BELOW BEFORE SUBMITTING YOUR STAVCON Exhibitor Booking Form.

Terms and conditions for exhibitors:

- The Science Teachers' Association of Victoria Inc. (STAV) reserves the right to refuse an application to exhibit.
- The application to exhibit will NOT be processed until full payment is received by STAV. If paying by cheque, make payable to Science Victoria.
- The position within the exhibition will be allocated on a first received/first allocated basis.
- STAV reserves the right to change or alter the floorplan in any way.
- If exhibitors want to attend sessions (other than as a registered presenter) they will need to register as a delegate.
- **Cancellation policy: 50% cancellation fee will apply. Notification of cancellation must be in writing. There will not be any refund for cancellations made less than 2 weeks prior to the conference. A Tax Invoice will be issued.**

I have read and agree to the above terms and conditions

Please complete ALL details on the booking form overleaf>>



STAVCON 2010 Exhibitor's Booking Form

Monday 29 November - Tuesday 30 November 2010 at LaTrobe University, Bundoora

Contact Details

STAV Individual Membership Number _____ Purchase Order No. _____
 First name _____ Surname _____
 Business/Organisation _____
 Address _____
 Suburb _____ State _____ Postcode _____
 Telephone _____ Fax _____ Mobile _____
 Email (all correspondence by email) _____
 Dietary requirements: (eg Vegetarian) Contact STAV 03 9385 3999

Please tick the items(s) you wish to book:

Exhibition Bookings **Accommodation required?** Yes No
 Please write name(s) of people staffing your display, Arrival Date _____ Departure Date _____
 Note: name badges will only be printed on request tick box if required.

DISPLAY TABLE(S) ONLY

Size is: 1.8m x0.8m 1 Table: \$485 2 Tables: \$785 3 Tables: \$895 = Table cost \$ _____
 Preferred table numbers (eg. 4,17, 39 - see floorplan)
 Please include 3 preferences, you will be notified of your table allocation

DISPLAY BOARD(S) Size is: 2.0m high x 1.3m wide No. of boards required: _____ @ \$70 = Board cost \$ _____

POWER REQUIRED? No Yes: \$30 (Exhibitors will need to supply their own Powerboards & Extension Leads) \$ _____

ADDITIONAL CATERING REQUIRED?* No Yes No. of people: _____ x No. of days _____ @ \$53 per day:
 * Catering is included in the cost of the display table (2 people per table, \$53 per extra person per day) = Catering cost \$ _____
 Dietary requirements: (eg Vegetarian)

Satchel Insert Bookings

Note: Conference satchels have been designed to fit A4 size items. Inserts are restricted to 4 printed pages (ie. A3 folded to A4, DL, single or doublesided). STAV reserves the right to review all material submitted for inserts.

Please send a copy of the insert(s) with this booking form.

STAV Individual members \$310 per insert No. of inserts: _____ @ \$310
Non STAV members \$410 per insert No. of inserts: _____ @ \$410 = Inserts cost \$ _____

(Qty) Inserts booked need to be forwarded and labeled: **STAVCON Inserts** and sent to:

Science Teachers' Association of Victoria Inc., 5 Munro St, Coburg Vic 3058.
 by Monday 8 November 2010.

Also include the name of your business/organisation

Exhibition items + inserts = _____ **TOTAL COST (All prices include GST)** \$ _____

Payment details ABN 94 108 759 762

TAX INVOICE

Cheque (make payable to Science Victoria) Credit Card: VISA MasterCard
 Card No.
 Name of Cardholder (please print) _____

Signature _____

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Please return this form to the STAV office by **Friday 12 November 2010**

Fax: (03) 9386 6722 or mail to: 5 Munro Street Coburg VIC 3058

Ph: (03) 9385 3999 • Web: www.sciencevictoria.com.au

STAVCON 2010 Exhibition Floorplan

LaTrobe University - Union Hall

