



STAVCON 2017 Exhibitor's Booking Form

One day only - Friday 1st December 2017 at La Trobe University, Bundoora

Contact Details

Purchase Order No.

STAV Individual Membership Number

Business/Organisation

Email (all correspondence by email)

First name

Surname

Address

Suburb

State

Postcode

Telephone

Fax

Mobile

Dietary requirements: (eg Vegetarian) Contact STAV 03 9385 3999

Exhibition Bookings Note: name badges will only be printed on request tick box if required.

Name(s) of people staffing your display:

DISPLAY TABLE(S) ONLY

Table cloth @ \$10.00 per table How many table cloths do you require?

Size is: 1.8m x 0.8m 1 Table total cost \$255 2 Tables total cost \$400 3 Tables total cost \$450 \$

Preferred table numbers (eg. 4,17, 39 - see floor plan)

Please include 3 preferences, you will be notified of your table allocation

POWER REQUIRED? Yes (you will need to supply your own Power boards/Extension Leads) @ \$35 \$

DISPLAY BOARD(S) Yes (Size is: 2.0m high x 1.3m wide) Number of boards required: @ \$75 \$

All CATERING is included in the conference fee for 2 persons per table ONLY.

If additional catering is required please tick the yes box below.

Dietary requirements: (eg Vegetarian)

ADDITIONAL CATERING REQUIRED? Yes Number of additional people: @ \$57 \$

Satchel Insert Bookings

Note: Insert requirements: Up to 4 printed pages A4 (ie. A3 folded to A4, DL, single or double sided).

STAV reserves the right to review all material submitted for inserts.

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

Satchel Inserts 600 required @ \$220 \$

Inserts need to be labeled: STAVCON Inserts and forwarded to:

Science Teachers' Association of Victoria Inc., 5 Munro St, Coburg Vic 3058 by Friday 10 November 2017.

Also include the name of your business/organisation

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. CCV No Expiry Date

Name of Cardholder (please print)

Signature

Cancellation policy: A 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.

Please return this form to the STAV office by Friday 10 November 2017

Email: stav@stav.vic.edu.au • Fax: (03) 9386 6722 • Mail: 5 Munro Street Coburg VIC 3058 • Ph: (03) 9385 3999

Web: www.sciencevictoria.com.au



Science Teachers' Association of Victoria Inc.

ABN 59 004 145 329

Patron: Dr Barry Jones, AO, FAA, FAHA, FTSE, FASSA, FRSA, FRSN, FRSV, FACE

Science Victoria

ABN 94 108 759 762

STAVCON 2017 Exhibitors

Friday 1st December 2017 at La Trobe 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.**
- **If paying by cheque, make payable to Science Victoria, EFT NAB, BSB: 083 166 Account: 79423 1328.**
- **The position within the exhibition will be allocated on a first received/first allocated basis.**
- **All electrical cables (extension leads, power boards, computers, etc.) must have current tagging compliance otherwise La Trobe University will not allow you to access their power.**
- **STAV reserves the right to change or alter the floor plan in any way.**
- **If exhibitors want to attend sessions they will need to register their sessions.**
- **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

STAVCON 2017 Exhibition Floor plan

La Trobe University – Union Hall

● = Tables booked

● = Tables still available

STAGE

