

IT'S BACK!



agri
business



Exhibitor Information

*Your gateway to the Cotton Industry
and now incorporating...*

NorthCrop – Northern Cropping
Systems Expo including all summer
and winter crops, both irrigated and
broadacre.

For any information about the trade show contact:

BOOKINGS —

Brian O'Connell Ph: 02 6778 3255

ADMINISTRATION —

David Dowling Ph: 07 4659 3555

Email: tradeshow@greenmountpress.com.au
www.cottontradeshow.com.au

Save time

book your site online – go to

www.cottontradeshow.com.au

AUSTRALIAN



Cotton
Trade
Show

May 27–28, 2009

Moree TAFE

Newell Highway, Moree



2009 Trade Show EXHIBITOR INFORMATION

ACCOMMODATION

Make sure you book a room well in advance. For assistance, ring the Moree Tourism accommodation hotline on **1300 362 442**.

This is not a booking service but will put you in contact with motels and hotels that still have rooms available.

ADDRESS, ACCESS AND DELIVERIES

The venue address is Moree TAFE Agricultural Centre — located six km north of Moree on the Newell Highway. A loading dock and ramp is available on site.

If you require deliveries to the Trade Show Site please address them to:

Your Company — Your Site Number
Australian Cotton Trade Show
Moree TAFE Agricultural Centre
Newell Highway, Moree, NSW 2400

ADVERTISING AND SPONSORSHIP

The official Trade Show program is distributed to the entire Australian cotton industry prior to the Trade Show. The program carries company profiles, product-related editorial and ads.

A copy of last year's program will be sent to you after you book a site. With this information pack is an **Exhibitor's Requirements FAX-BACK FORM** to be used to book advertising and order extras such as bark chips, phone lines and 3-phase power.

Speak to the organisers about the attractive **sponsorship opportunities** associated with the Trade Show.

BARK CHIPS

You can order bark chips on your **FAX-BACK FORM**.

BOOKINGS

You may book on-line at www.cottontradeshow.com.au using your credit card. A tax invoice will be automatically generated — or simply fill out the attached **booking form** and return it by **fax to 07 4638 4520** or post to:

The Australian Cotton Trade Show
PO Box 766
Toowoomba Qld 4350

Please ensure you have read and fully understand the **Terms and Conditions** before signing the booking form.

CATERING

During set-up on the Monday and Tuesday prior to the Trade Show, the organisers will provide a complimentary barbeque and beverage service for exhibitors.

There are several food court areas and coffee stands strategically located throughout the venue on the Wednesday and Thursday. Caterers offer a delivery service to exhibitor sites.

During the Trade Show a bar will operate.

Council restrictions generally preclude the serving of food and drinks from sites.

CLEANING AND RUBBISH REMOVAL

It is the exhibitors' responsibility to remove large crates and other packing material from the venue. On the Wednesday night cleaners will move through the site. On move-out day, exhibitors are required to leave the site as they found it. If additional costs are incurred in cleaning the site these costs will be passed on to the exhibitor.

CONTACT US:

If you have any questions, contact the office on **07 4659 3555** or:

BOOKINGS: Brian O'Connell
Ph: (02) 6778 3255, Fax: (02) 6778 3256
Mob: 0413 130 777

ADMINISTRATION: David Dowling
Ph: (07) 4659 3555, Fax: (07) 4638 4520
Mob: 0417 703 169

Email: tradeshow@greenmountpress.com.au
Website: www.cottontradeshow.com.au

COSTS

See back page for full site cost details. Upon receipt of your booking form a tax invoice will be forwarded.

CRANES AND FORKLIFTS

See Moving in.

ELECTRICAL (POWER AND LIGHTING)

Each indoor site (and outdoor site on request) is provided with a single-phase power outlet (240 volt). If total power demand becomes excessive, exhibitors may be asked to turn off any hot water urns and other appliances. There are ample coffee supply outlets located throughout the Trade Show site. Extra lighting is available from GC Event Hire on 1300 364 055.

Three-phase power can be supplied upon request at a cost of \$330 per site and can be ordered online and on the **FAX-BACK FORM**.

EQUIPMENT HIRE

The Trade Show marquee provider can hire and install a wide range of additional marquees, tents and flooring. Other equipment available includes extra lighting, water coolers, flagpoles, TV/video equipment, pot plants, brochure holders and extra furniture.

For further details call GC Event Hire on 1300 364 055.

FAX-BACK FORM

This information pack includes a **FAX-BACK FORM** with which you can notify us of any special requirements. This form needs to be filled out and returned to the organisers by April 15, 2009 (**fax to 07 4638 4520**). **It is extremely important that the form be filled out as soon as possible so that your site requirements can be organised.**





FAX AND PHOTOCOPIER FACILITIES

The site contact fax number is **02 6752 6020**. To assist with prompt delivery, please ensure that any faxes sent to you display your company name and site number. There is a photocopier available at the site.

FINAL PAYMENTS

Full payment must be received by April 15, 2009. Exhibitors will not be included in the official program or be able to occupy a site until such payment has been made.

FIRE REGULATIONS

Materials used on the stands must not be readily ignitable or capable of emitting toxic fumes should ignition occur.

FREIGHT

Freight to and from the venue is the responsibility of individual exhibitors. Storage of early consignments will only be through arrangement with **Moree TAFE Agricultural Centre, phone 02 6752 6011**.

HOURS OF OPERATION

Trade Show days: Hours of operation 8.30am to 5pm. Exhibitors will have access from 7am. See also Moving in and Moving out.

IN-FIELD DEMONSTRATIONS

The TAFE venue has a large general machinery demonstration area. Prime and Major site holders are not charged for these demonstrations, but we need to know the nature of any planned demonstrations so we can co-ordinate and promote them. These details need to be specified on the **FAX-BACK FORM**.

INFORMATION ON SITE

Information is available at the main entrance and at the Trade Show Information Booth near the food court area. If you need to contact any of the organisers the following numbers could be useful:

Brian O'Connell	0413 130 777
David Dowling	0417 703 169
Lloyd O'Connell	0428 724 615
John Forrest	0427 940 138

INSURANCE

All exhibitors must organise their own public liability and general insurance (see Terms and Conditions). The movement and display of all the exhibits or other goods shall be at the risk of the exhibitor. Exhibitors must have public risk insurance (minimum \$10,000,000) in respect of their individual stands, displays and exhibits and indemnify and hold indemnified each member of the National Australian Cotton Trade Show organisation and its agents against all loss, damages, costs, claims and expenses, whatsoever arising out of their participation at the Trade Show.

MACHINERY CLEANING FACILITIES

A wash-down pad and facilities are located at the northern end of the Trade Show site. Please ensure all machinery arrives on the site clean and is washed down before departure.

MOVING IN

Move in hours: Monday and Tuesday from 7am to 6pm. Large machinery can be moved on to the site in the week leading up to the show. Please follow the road signs off the Newell Highway, through the car park entrance to the Trade Show site.

Prime and Major site holders will be advised of the crane arrangements prior to the Trade Show.

There will be low capacity forklifts and operators on site (no charge) during the move-in times. The lifting capacity of the forklifts is 2.5 tonnes.

Exhibitors wishing to use these forklifts must show evidence of their OHS Certificate Australian Forklift Ticket.

Please keep aisles and roads as clear as possible for crane and forklift movement.

No unauthorised cranes or forklifts will be allowed on site during the hours of the Trade Show.

MOVING OUT

Move out hours: Unrestricted move out on the Friday from 7am to 5pm. Sites should be completely vacated by the Friday night after the event. The Trade Show on-site security will cease at 8 am on the Friday (May 29) after the event.

NEW PRODUCT INFORMATION

Exhibitors with new products in 2009 are asked to tick the "new products" box on the booking form. In the months leading up to the Trade Show there is extensive promotion of new product releases — the organisers will contact "new product" exhibitors for additional details.

PARKING

A special parking area has been set aside for exhibitors. Please follow the directions of the Parking Controllers and present your exhibitor ID for access to this area. All vehicle access to the Trade Show will be through the car park entrance to avoid highway congestion.

PAYMENTS

Upon receipt of the booking form, exhibitors will be sent a tax invoice. Exhibitors are required to pay a minimum of 50% deposit at the time of booking or they may elect to pay the site fees in full.

Deposits and final payments are non-refundable unless in the event of exceptional circumstances and only at the discretion of the organisers.

Site allocation cannot be guaranteed until the deposit or payment in full is received.

Full payment must be received by April 15, 2009.

Cheques should be made payable to:

Australian Cotton Trade Show
PO Box 766
Toowoomba 4350

Direct bank deposits to:

Australian Cotton Trade Show
BSB 084 961
Acc 55-404-0899

Please include your company name when making bank deposit.

SAFETY

The safety of everyone at the venue is a prime concern. Physical barriers and attendants must be provided and present on any stand that has moving equipment.

Instructions from the SES, the organisers and fire authorities must be complied with at all times regarding safety.

SECURITY

Licensed professional security guards will be on duty on Monday, Tuesday, Wednesday and Thursday nights from 5pm to 8am the next morning. If you have any special security needs please contact the organisers. The organisers suggest that valuable items are stored carefully.



GROWER FORUMS

High-profile Australian and international speakers are being invited for the Grower Forums.

These speakers are a major attraction in their own right. They help bring the crowds through the gate early in the day, allowing visitors to spend plenty of time talking to exhibitors.

SITE PLAN

A copy of the proposed site plan is included with this brochure.

STORAGE

Exhibitors should arrange off-site storage for any shipping containers, machinery crates and packing material that they are likely to require again during move-out.

TELEPHONE LINES

Trade Show exhibitors can request either a standard Telstra land line or high-speed wireless connection. There is a charge for these connections. See **FAX-BACK FORM** for details.

TRADE SHOW PROGRAM AND PREVIEW

The program carries company profiles, contact details, product-related editorial and advertisements. The program is distributed to the entire Australian cotton industry before the Trade Show, and further copies are available at the gate.

A copy of the 2007 Program and Preview will be forwarded to you in the Exhibitor Pack upon receipt of your booking form.

All exhibitors are entitled to a free 50 word company profile. This should be sent (Email: tradeshow@greenmountpress.com.au or Fax: 07 4638 4520) along with your **FAX-BACK FORM** by April 15. If no company profile is received by April 15, just the company name, address, phone number and site number will be included in the program.

Exhibitors are also invited to electronically supply editorial for inclusion in the Trade Show Program — include product information with hi-res digital photos. Space is limited and preference is given to editorial supplied by sponsors and advertisers in the program.

TRANSPORT

Airlines: Moree is serviced daily from Sydney by Qantas.

Shuttle bus: An on-call free shuttle bus operates between the Moree Airport, Moree motels and the Trade Show for the duration of the Show — call Denis Quinn on **0428 460 097**.

Taxis: Moree Radio Cabs call on **02 6752 2753**.

WATER TO SITE

Exhibitors who require water to their site for demonstration purposes should tick the appropriate box on the **FAX-BACK FORM**. If you have special requirements that cannot be met from the existing supply system, there may be a connection fee.

When erecting marquees or tents please be aware that there is a network of underground water pipes on the site.

If you require any further details then do not hesitate to call the organisers. We look forward to seeing you in Moree in May.



TRADE SHOW SITE DETAILS

Sites	Booth numbers	Size (metres)	Cost (with GST)	Fittings and facilities provided
Standard indoor	1-199	3x3	\$1650	Covered floor; felt-covered wall panels (3m wide x 2.4m high); company sign; power outlet; table; tablecloth; two chairs.
Standard outdoor	201-399	6x6	\$1750	Power outlet.
Covered outdoor	201-399	6x6	\$2350	Pavilion; company sign; power outlet.
Premium covered outdoor	201-399	6x6	\$2800	Pavilion; felt-covered full back panels and three-metre side panels; 3.6m x 6m carpeted wooden floor; company sign; power outlet.
Major outdoor	401-499	20x20	\$2750	Cranage (1 hr); field demonstrations; power outlet (on request).
Prime outdoor	501-504	—	By negotiation with organisers	Power outlet; cranage (1 hr); scheduled and private field demonstrations; advertising and promotion. Other benefits (contact organisers).

Larger sites can be booked as multiples of these basic units.

For full details of the Major and Prime site holder packages, please contact the organisers.