



EXPRESSION OF INTEREST EXHIBITORS AND SPONSORS

30 August 2024
Hotel Grand Chancellor



CCF Tasmania Earth Awards Civil Summit

Welcome to the inaugural Civil Contractors Federation Tasmania conference, the CCFTas Civil Summit 2024.

This is an opportunity for Tasmanian civil contractors and industry stakeholders to meet with service providers and suppliers to the industry, discuss pivotal issues, and build good working relationships with others who understand the challenges and opportunities of civil construction.

The CCFTas Civil Summit 2024 is a new addition to CCF Tasmania's Earth Awards this year. CCFTas Earth Awards is already the largest event in the country but we think we can add a more for our members and suppliers and go even bigger.

It's our first year but we hope the CCFTas Civil Summit will become a regular event on our annual calendar. The event includes our CCFTas Civil Summit Expo, showcasing industry service providers and suppliers, great networking opportunities, and a program tailored to bring value to businesses of all sizes.

A EXPO OF CIVIL CONSTRUCTION SUPPLIERS

The CCFTas Civil Summit 2024 will feature a supplier EXPO with a huge range of companies that supply equipment, products and services to support Tasmanian civil contractors.

The CCFTas Civil Summit 2024 offers you the opportunity to connect and showcase your company with a diverse audience. Participating as a sponsor or exhibitor will provide you with the opportunity to deliver your message directly to your key stakeholders and demonstrate your support for the Tasmanian civil construction industry.

Get your business involved, become a founding partner and make sure you are connected with the people who will construct and maintain Tasmania's infrastructure for decades to come.

Check out our EXPO and sponsorship packages to find out how to be front and centre for the Tassie contractors at the big event.



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CCFTas Civil Summit EXPO Exhibitor

The CCFTas Civil Summit EXPO is open to CCF Tasmania members and conference speakers only.

Exhibitor cost \$500 (ex. GST)

Exhibition participation includes:

- Your business logo on CCFTas Civil Summit event PR and marketing material
- Business listing on CCF Tasmania Civil Summit web page
- Business logo on CCFTas Civil Summit program
- Your business logo showcased at the CCFTas Earth Awards dinner
- Acknowledgement by MC at opening and closing of event
- 2 x CCFTas Civil Summit Conference Sessions passes - additional attendees can be purchased at \$35 per person
- 1 x EXPO site (2 x 3m) with a black clothed trestle table and chair
- Breakfast, morning tea & lunch for up to 2 staff
- Opportunity to promote your business to all attendees
- Access to full list of delegate business contact details (subject to privacy)
- Exclusive event sponsorship opportunities to sponsor (limited availability)
- Your business forever known as a founding partner.

Note: Some benefits are subject to sponsorship confirmation date.

Exhibition stands will be allocated firstly by sponsorship level, then on a first received basis, taking competitor avoidance into consideration.



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Documents required for Registration:

Stage 1: Event Application Form: The primary document requesting booth space, including contact details and additional tickets required.

- Business name, address and website
- Title, Contact person, position, email and phone
- Billing Address details
- Emergency Contact details

Terms and Conditions Acknowledgment: A signed acknowledgment of the expo's terms and conditions.

SPONSORSHIP OPPORTUNITIES:

GOLD SPONSOR: \$3,000 (ex. GST) (Max. 1 sponsors)

- Naming rights for the first ever CCFTas Civil Summit
- Your logo on our website and in the event program
- Your logo on the opening virtual screen of our conference
- Your business name mentioned as a Gold sponsor in all announcements
- Your business logo showcased at the CCFTas Earth Awards dinner
- Pull-up banner in the foyer of the conference venue (banner to be provided)
- Pull-up banner in the conference room for the duration of the conference (banner to be provided)
- 2 x CCFTas Civil Summit Conference Sessions Passes
- Sponsors discount for exhibition space - separate registration
- CCFTas Member discount on sponsorship
- Your business forever known as a founding partner
- First refusal for 2025 CCFTas Civil Summit Gold Sponsor

To become a Gold Sponsor, please contact: kira.atkinson@ccftas.com.au



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SILVER SPONSORS: \$1,500 (ex. GST) (Max. 3 Sponsors)

- Your logo on our website and in the event program
- Your logo on the opening virtual screen of our conference
- Your business name mentioned as a Silver sponsor in all announcements
- Your business logo showcased at the CCFTas Earth Awards dinner
- Pull-up banner in the foyer of the conference venue (banner to be provided)
- Pull-up banner in the conference room for the duration of the conference (banner to be provided)
- 1 x CCFTas Civil Summit Conference Sessions Pass
- Sponsors discount for exhibition space - separate registration
- CCFTas Member discount on sponsorship
- Your business forever known as a founding partner
- First refusal for 2025 CCFTas Civil Summit Silver Sponsor

To become a Silver Sponsor, please contact: kira.atkinson@ccftas.com.au

BRONZE SPONSORS: \$1,000 (ex. GST) (Max. 6 Sponsors)

- Your logo on our website and in the event program
- Your logo on the opening virtual screen of our conference
- Your business name mentioned as a Bronze sponsor in all announcements
- Your business logo showcased at the CCFTas Earth Awards dinner
- Pull-up banner in the foyer of the conference venue (banner to be provided)
- Sponsors discount for exhibition space - separate registration
- CCFTas Member discount on sponsorship
- Your business forever known as a founding partner
- First refusal for 2025 CCFTas Civil Summit Bronze Sponsor

To become a Bronze Sponsor, please contact: kira.atkinson@ccftas.com.au



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BREAKFAST SPONSOR: \$1250 (ex. GST) (Single Sponsor)

- Naming rights to Opening Breakfast & Opening Networking Session
- Your logo on our website and in the event program
- Your logo on the opening virtual screen of our conference
- Your business logo showcased at the CCFTas Earth Awards dinner
- Your business name mentioned as a Partner sponsor in all announcements
- Pull-up banner in the foyer of the conference venue (banner to be provided)
- Sponsors discount for exhibition space - separate registration
- CCFTas Member discount on sponsorship
- First refusal for 2025 CCFTas Civil Summit Breakfast Sponsor
- Your business forever known as a founding partner

To become a Breakfast Sponsor, please contact: kira.atkinson@ccftas.com.au

LUNCH SPONSOR: \$1750 (ex. GST) (Single Sponsor)

- Naming rights to Lunch & Lunch Networking Session
- Your logo on our website and in the event program
- Your logo on the opening virtual screen of our conference
- Your business logo showcased at the CCFTas Earth Awards dinner
- Your business name mentioned as a Partner sponsor in all announcements
- Pull-up banner in the foyer of the conference venue (banner to be provided)
- Sponsors discount for exhibition space - separate registration
- CCFTas Member discount on sponsorship
- First refusal for 2025 CCFTas Civil Summit Lunch Sponsor
- Your business forever known as a founding partner

To become a Lunch Sponsor, please contact: kira.atkinson@ccftas.com.au



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AFTERNOON TEA SPONSOR: \$750 (ex. GST) (Single Sponsor)

- Naming rights to Afternoon Tea & Afternoon Networking Session
- Your logo on our website and in the event program
- Your logo on the opening virtual screen of our conference
- Your business logo showcased at the CCFTas Earth Awards dinner
- Your business name mentioned as a Partner sponsor in all announcements
- Pull-up banner in the foyer of the conference venue (banner to be provided)
- Sponsors discount for exhibition space - separate registration
- CCFTas Member discount on sponsorship
- First refusal for 2025 CCFTas Civil Summit Afternoon Tea Sponsor
- Your business forever known as a founding partner

To become an Afternoon Tea Sponsor, please contact: kira.atkinson@ccftas.com.au

TAYLORED PACKAGES AVAILABLE: \$ To be negotiated

If you're interested in something special or a little different, maybe mixing a couple of things together, please contact **Kira Atkinson**, kira.atkinson@ccftas.com.au she'd love to talk to you.

We can't wait to welcome you as an exhibitor and/or sponsor for this first of its kind event in Hobart.

To discuss your options, please contact:

Kira Atkinson

Phone: 0476233004

Email: Kira.atkinson@ccftas.com.au



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Stage 2 – booking (no particular order)

Insurance Certificate: Proof of insurance coverage for the expo period, including liability insurance.

Product/Service Information: Details about the products or services you intend to showcase at the expo. 200 words

Logo and Branding Materials: High-resolution logos and other branding materials for promotional purposes.

Dietary Requirements for Attendees: Please provide this information in the notes section of the application.

Staff Information: List the names and contact details of staff members who will be present at the booth during the expo.

FAQ:

When and where is the conference? 30 August 2024 at The Grand Ballroom, Hotel Grand Chancellor, 1 Davey St, Hobart Tasmania 8am-3pm. Earth Awards Dinner will follow that night.

What format is it? The conference is made up of short, informative sessions accompanied by exhibition and networking opportunities.

Can I be a speaker? Please contact the event organiser for more details.

How do I become a sponsor? We're on the lookout for amazing sponsors that align with our sector. Please get in touch to be a sponsor.

Will there be Electricity or Power Supply to my booth: Power is available on request; this may incur an additional cost.



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Are meals provided? Yes, breakfast, morning tea & lunch will be provided. Please provide your dietary requirements at time of registration.

What do I need to bring with me? It's entirely up to you, but it needs to fit within your allocated space.

What if I require accommodation for the event? We have arranged a discounted rate for attendees of the conference through The Hotel Grand Chancellor.

Please contact kira.atkinson@ccftas.com.au for the link.

How do I deliver my goods/display material to the venue? General deliveries should be sent to the Hobart Grand Chancellor Hotel's (HGCH) Macquarie Street loading dock. All deliveries need to be labelled correctly using the delivery label. Goods that are not labelled clearly will not be accepted. HGCH may sign for goods but accepts no responsibility for the security or safety of goods delivered into the venue. Deliveries will only be accepted a maximum of three days prior to the start of the venue hire. HGCH reserves the right to refuse delivery of items prior to this. Goods that do not fit in the lifts will be left on the loading bay until there is a representative from the sender to witness unpacking to accept responsibility of the goods and ensure their safety and security.

Loading dock height: Ground to platform 1.20m

Deliveries to the Macquarie Street loading dock are limited to the following:

Maximum size: 1.20m W by 2.00m H by 1.20m D

Maximum weight: 1800kg (service lift access)

Goods must be collected 1 working day after the event has concluded, or the following business day. Items not collected may be disposed of by the Hotel.

Have other questions? Email kira.atkinson@ccftas.com and she'll be able to help.



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Suggested Sessions:

- 7:30 am** **Breakfast, EXPO & Networking**
- 8:30 am** **CCFTas Civil Summit Opening and Welcome**
- 8:45 am** **Conference Session 1**
- 9:15 am** **Conference Session 2**
- 9:45 am** **Conference Session 3**
- 10:15 am** **Morning Tea, EXPO & Networking**
- 10:45 am** **Conference Session 4**
- 11:15 am** **Conference Session 5**
- 11:45 am** **Conference Session 6**
- 12:15 pm** **Lunch, EXPO & Networking**
- 1:15 pm** **Conference Session 7**
- 1:45 pm** **Conference Session 8**
- 2:15 pm** **Closing Comments**
- 2:30 pm** **EXPO & Networking**
- 3:15 pm** **CCFTas Civil Summit Closed**
- 6:00 pm** **Earth Awards Dinner in the Federation Ballroom.**
 Tickets can be purchased on ccftas.com.au



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Terms & Conditions

1. By completing and submitting a booking form, you agree and understand the terms and conditions stated below.
2. Sponsors/Exhibitors shall be bound by the rules and regulations set forth herein and by such amendments or additional rules and regulations which may be established by Civil Contractor Federation Tasmania.
3. CCFTas reserves the right to refuse any advertisements, endorsements or sponsorship of products or services where these do not align with the profession's scope of practice and/or evidence based practice.
4. No Exhibitor shall exhibit or permit to be exhibited in the space allotted to them any programs or services other than those specified in the Booking form.
5. Space rental shall include both sizes specified in the application contract. CCFTas reserves the right to alter or move rented space where deemed necessary. Exhibitors must obtain permission from CCFTas if they wish to build outside this space.
6. An exhibit shall not obstruct the view on adjoining exhibits nor be operated in any manner objectionable to other Exhibitors.
7. All Exhibitors will be confined to the space provided and shall not allow any display material to be hung from or applied to any building fixture; no permanent adhesives or paint should be applied to, or any holes drilled in the building or display partition. Particular care should be taken with protection of existing floor covering from chemical, oil or paint spillage and excessive concentrated weight. Any damage shall be entirely at the Exhibitor's cost.
8. All materials used for decorative purposes shall be flameproof. Explosives and inflammable materials which conflict with the Underwriter's Fire Prevention or Fire Department rules shall not be permitted.
9. Installation and dismantling of the exhibit material must conform to the timetable specified.
10. The Exhibitor shall not permit exhibitions, raffles, donations or other promotional. Catalogues, souvenirs, literature, printed matter or any other items to be distributed at the Exhibition may be subject to approval by CCFTas and any distribution must be made from the Exhibitor's space. Any material not approved by CCFTas shall not be distributed.
11. Rights of an Exhibitor shall not be assignable to any other company or person.



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14. No Exhibitor shall have the right prior to closing of the Exhibition to pack or remove articles or exhibit without the permission and approval in writing from CCFTas.

15. The balance must be paid at the time of Booking. A booking is not confirmed until payment has been made and CCFTas have issued a receipt of payment.

16. The Exhibitor shall have an authorised representative present at the Exhibition throughout all exhibit periods and during the installation and dismantling of the exhibit.

17. It is expressly understood and agreed by the Exhibitor that he/she will make no claim of any kind against the CCFTas for any loss, damage, theft or destruction of goods, nor for any injury that may occur to him/herself or his/her employees while in the venue, nor for any damage of any nature, or character whatsoever, and without limiting the foregoing, including any damage to his business by reason of the failure to provide space for an exhibit or removal of the exhibit, or for any action of the CCFTas in relation to the exhibit or Exhibitor, and the Exhibitor shall be solely responsible to its own agents and employees and to all third persons, including invitees and the public for all claims, liabilities, actions, costs, damages, and expenses arising out of or relating to the custody, possession, operation, maintenance, or control of said leased space or exhibit, for negligence or otherwise relating thereto, and said Exhibitor does hereby indemnify and hold harmless the contractors to CCFTas, against any and all such claims as may be asserted against it.

18. Should any contingency interrupt or prevent the holding of the Exhibition, CCFTas will return such portion of the amount paid for space as may be determined to be equitable by CCFTas, after deduction of such amounts as may be necessary to cover expenses incurred by CCFTas in connection with the Exhibition.

If for any reason CCFTas determines that the location of the Exhibition should be changed or the dates of the Exhibition altered, no refund will be made but CCFTas shall assign to the Exhibitor, in lieu of the original space, such other spaces as CCFTas deems appropriate and the Exhibitor agrees to use such space under the same rules and regulations CCFTas shall not be financially liable or otherwise obligated in the event the Exhibition is cancelled, postponed or relocated except as provided herein.

19. Upon acceptance of this application by CCFTas, it shall be a legally binding contract between the Exhibitor and CCFTas, provided that either party may cancel this contract on condition that written notice of such cancellation is received by the remaining party at least 90 days prior to the scheduled opening date of the Conference as provided herein; and further provided that full amount of rental paid will be refunded only on condition that such cancellation is made by CCFTas.

20. CCFTas shall have the power to adopt and enforce all Conference attendance rules and regulation and all



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rules and regulations with respect to the kind, nature and eligibility of Exhibitors adopted by it or set forth herein, and its decision on any matters which may arise hereunder shall be final.

21. All moving parts of machinery forming parts of a stand or exhibit shall be securely fenced and comply with any requirements of the Work Cover Authority.

23. All fees quoted for the Exhibition and sponsorship are in Australian Dollars and will include Australian Goods and Services Tax. ABN 64 619 501 898

24. Exhibitor information will only be used for the purposes (primary and secondary) which are permitted by the Information Privacy Act 2000, and we will take reasonable steps to ensure that we make the Exhibitor or sponsor aware of how we use the information. We may use your company information in a variety of ways including:

- Updating you with Conference information
- Invoicing
- Maintaining our relationship with you
- Assisting you with future business
- Provision of an attendees list
- Conference registration.