

BOOKING AND PAYMENT CONDITIONS

Full payment is due on the 20th of the month following the original invoice date or before the event (whichever date comes first). The Conference Manager reserves the right to withdraw confirmation of any site not paid in full by the due date. Exhibition staff must be registered and paid six weeks prior to each event.

CANCELLATION

Any cancellations must be made in writing to the Conference Manager. In the event of cancellation, up to 30 September 2021 for symposium and 31 July 2022 for conference, a full refund will be made. Cancellation after these dates full costs of the exhibition booking will be charged. Physiotherapy New Zealand reserves the right to cancel or change the venue of the exhibition in case of circumstances beyond their control. In such a case all monies paid to date will be refunded in full less any expenses incurred.

FLOOR PLAN

Exhibitors may set up their demonstrations within their purchased stand/space only as per the floorplan. Aisles/walkways and air space above the aisles must be kept clear at all times. If any display occupies space outside the specified space as indicated on the floor plan, this part of the display will be dismantled. Conference Innovators reserves the right to modify the floor plan to accommodate space sales or change as necessary to avoid conflicts. Conference Innovators will endeavour to consult the exhibitors who are directly affected whenever possible.

HEALTH AND SAFETY

Physiotherapy New Zealand and Conference Innovators take the health and safety of our delegates, exhibitors and suppliers seriously. The exhibition manual will be provided to all exhibitors six weeks prior to each event highlighting all the health and safety obligations. By agreeing to exhibit

at the conference, you agree to adhere to our health and safety policy. All electronic items that will be brought onto the exhibition site (laptops etc.) must have been 'tag and tested' by a qualified electrician and not be up for retesting. Items not suitably tested and tagged will be removed from the venue.

EXHIBITION PACK-IN/OUT TIMES

Exhibition pack-in/out times will be stated in the exhibitor manual and must be adhered to. Accepting these terms and conditions indicates that pack in will not occur until the allocated time and pack-out will not occur until the exhibition closes and all exhibition staff on your stand are aware of this condition.

INSURANCE AND LIABILITY

Exhibitors must ensure that they are adequately covered for public liability insurance. This refers to damage or injury caused to third parties/visitors in the vicinity of an exhibition stand.

Neither Physiotherapy New Zealand, Conference Innovators, Exhibition Hire Services, Vodafone Events Centre, Rotorua Energy Events Centre nor any of their staff, employees, agents or other representatives shall be held accountable for, or liable for, and the same are released from accountability, or liability for any damage, loss, harm or injury to the person or any property of the exhibition, however caused or any of its staff, employees, agents or other representatives.

In the event of industrial disruption and/or equipment failure due to power supply problems Physiotherapy New Zealand, Conference Innovators, Exhibition Hire Services, Vodafone Events Centre, and Rotorua Energy Events Centre will not be held liable and accept no responsibility for loss of monies incurred by sponsors or exhibitors or damage to property.

The Conference Manager accepts no liability for damage to exhibits by loss, damage, theft, fire, water, storms, strikes, riots, or any cause whatsoever. Exhibitors are advised to insure against such liability.