

APPLICATION TO SPONSOR/EXHIBIT



LIBRARIES / CHANGING SPACES, VIRTUAL PLACES

TAX INVOICE

14th Biennial
Conference & Exhibition
5-7 February 2008
Melbourne Exhibition
& Convention Centre
Australia

www.vala.org.au/conf2008.htm

Participation can only be confirmed on receipt of the first payment.
Allocations will be made strictly in order of receipt of application and payment.

PLEASE PRINT OR TYPE

Company name: _____

Address: _____

Suburb: _____

State: _____ Postcode: _____

Contact name: _____

(Prof / Dr / Mr / Ms / Mrs / Miss)

Position: _____

Telephone: _____ Fax: _____

E-mail: _____

Website: _____

SPONSORSHIP PACKAGE PREFERENCES

I/we would like to take up the following Sponsorship package(s):

1st preference: _____ Total cost: AUD\$ _____

2nd preference: _____ Total cost: AUD\$ _____

3rd preference: _____ Total cost: AUD\$ _____

I/we understand that the Sponsorship packages will be subject to Committee approval and that the decision is final.

Signed: _____ Date: _____

(For and on behalf of the Sponsor listed above)

Position: _____

EXHIBITION BOOTH/S

_____ Raw space for custom design booth(s)
@ AUD\$2,500 + GST = AUD\$2,750 AUD\$ _____

_____ Shell scheme booth(s)
@ AUD\$3,000 + GST = AUD\$3,000 AUD\$ _____

Preferences: 1st _____ 2nd _____ 3rd _____

My company fascia name is to read: _____

(Booth sign limited to a maximum of 25 characters with Pty Ltd, Aust, etc deleted)

Vendor Presentations

Maximum of one 12 minute presentation per booth booked – subject to availability.

I wish to make a Vendor Presentation as part of the conference programme: Yes No

If yes, indicate number of presentations: _____



Reg No A0011933K | ABN 75 344 574 577

PAYMENT & DEADLINES

First payment deadline: 50% BY RETURN
(please attach cheque to this form)

Balance deadline: 31 October 2007

Method of payment:

Cheque – made payable to
“VALA – Libraries, Technology
and the Future, Inc”

EFT – please advise your remittance
details upon payment into the
following account. Please insert
your company name as a reference
on the deposit.

Bank: ANZ, Croydon VIC
Name: VALA – Libraries, Technology
and the Future, Inc
BSB: 013 278
Account: 2999 93771

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of application and payment.

And forward to:
VALA2008 Conference Office
C/- Waldron Smith Management
61 Danks Street West
Port Melbourne VIC 3207 Australia

CANCELLATION POLICY

In the event of the cancellation of Sponsorship or
Exhibition booth/s, note that unless that particular
area of Sponsorship or Exhibition is resold, the
Committee reserves the right to retain monies
received. If the balance payment is not received
by the due date, the allocated Sponsorship or
Exhibition booth/s will be cancelled.

EXHIBITION AUTHORISATION

Should the exhibition floor plan require changing,
the Organisers have the right to make the
necessary changes.

Allocation: The exhibitor understands that booths
and/or space will be allocated strictly in order of
receipt of payment and that the Committee's
decision will be final.

Attendance: The exhibitor understands that all
attendees must register officially.

I agree to the Terms and Conditions
& Cancellation Policy
as outlined on the VALA2008 website
www.vala.org.au/conf2008.htm

Signed: _____

(For and on behalf of the Exhibitor listed)

Position: _____

Date: _____