

BUMP IN OUT

YOUR LOCAL WEDDING GUIDE BRIDAL EXPO

Canberra EXPO DETAILS

Date: Sunday 7 February 2010

Venue: Budawang Pavilion,
Exhibition Park in Canberra
(EPIC), Flemington Rd, Mitchell

Entry: \$12 per person

Open: 10.00am–4.00pm

Parades: 11.30am, 2.30pm

Important information

Public Liability Insurance

All exhibitors must carry Public Liability Insurance to the value of \$10,000,000 to provide cover whilst exhibiting. This can often be obtained from your own insurance company, however we can purchase it on your behalf for \$82.50. Simply contact your Advertising Executive if you wish to add this to your booking. You will need to send us a copy of the public liability certificate if you are organising your own insurance.

Electrical Safety Reminder

The venue, EPIC, requires that all electrical items brought into the expo venue must be tagged and tested in the past 12 months by a registered electrician.

Bump In procedure

Bump In Schedule

3.00pm–5.00pm, Friday 5 February 2010
9.00am–6.00pm, Saturday 6 February 2010
8.00am–9.30am, Sunday 7 February 2010

Bump In Finish Time

9.30am, Sunday 7 February 2010

Upon arrival please check in with the Expo staff for your exhibitor passes. YLWG Bridal Expo will be held in the Budawang Pavilion at EPIC. Bump In offloading can be done in the car park in front of Budawang Pavilion with roller doors for entry into the building. Parking is free on the day. Please see the map enclosed for details about access to the venue.

Bump Out procedure

Bump Out Schedule

4.00pm–6.00pm, Sunday 7 February 2010

Exhibitors are permitted to bump out at will, but please note that **no exhibit is to be dismantled or started to be dismantled prior to 4.00pm.**



To book your unloading timeslot choose one of the options below:

- PRINT OUT THIS PAGE, COMPLETE AND FAX TO 07 3391 4033
- COMPLETE THE FORM ON THIS PAGE ELECTRONICALLY USING ADOBE ACROBAT AND EMAIL TO expo@prespub.com
- COMPLETE THE FORM ONLINE @ http://www.prespub.com/bridal_expos/canberra/expo_canberra_bump.html

For more information: Emma Southwood, Event Coordinator,

Ph: 07 3891 1299; Mob: 0407 139 126; Fax: 07 3391 4033; Email: expo@weddingguide.com.au; www.prespub.com



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Bump In – Unloading request

Company name:

Contact name:

Email bride database to:

Mobile number:

Vehicle registration number:

Bump In Times	
Friday 5 February 2010	
	3.00pm – 4.00pm
	4.00pm – 5.00pm
Saturday 6 February 2010	
	9.00am – 10.00am
	10.00am – 11.00am
	11.00am – 12.00am
	12.00md – 1.00pm
	1.00pm – 2.00pm
	2.00pm – 3.00pm
	3.00pm – 4.00pm
	4.00pm – 5.00pm
	5.00pm – 6.00pm
Sunday 7 February 2010	
	8.00am – 9.30am

Additional extras for your stand

To avoid omission and ensure that bump-in and bump-out procedures run smoothly and effectively, all additional extras must be requested and clearly expressed to your Advertising Executive at the time of booking your booth in the expo. However, if you wish to do so, you can use this form below to book any additional extras. Please note any extras not confirmed with Prestige Publications will attract a 100% loading on the day. It is the responsibility of the exhibitor to organise any table cloths, signage or any other sort of table not listed below.

Additional Extras	Qty	\$
Tables \$25.00ea* 1.8M LONG		
Chairs \$8.00ea*		
Power Points \$13.20ea*		
Extra Spotlights \$30.80ea*		
Prestige Publications to organise Public Liability Insurance \$82.50*	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	
TOTAL		

*Prices include GST

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EXHIBITION PARK IN CANBERRA (EPIC)

Flemington Road Mitchell ACT 2911
PO Box 456 Dickson ACT 2602

