

Brisbane Running & Fitness EXPO
Friday 21 – Sunday 23 August 2009
Piazza SOUTH BANK PARKLANDS

Exhibitor Information Schedule #1

The *Brisbane Running & Fitness EXPO* will be held in conjunction with the *Brisbane Marathon Festival*. In 2009, over 5000 competitors are expected to take part in the *Brisbane Marathon Festival*, making this the perfect opportunity for your company / organisation to be represented. All competitors will be required to pick up their race kits from the 'EXPO' in the lead-up to the main events on Sunday 23 August.



This way, over 5000 participants and will walk right past your site! The EXPO is also open to the public, so we can expect twice as many spectators to come through the EXPO as well.

The *Brisbane Running & Fitness EXPO* (BRFE) is a unique event among running expos currently held within Australia in that whilst part of the *Brisbane Marathon Festival*, we do not offer exclusivity to our marathon sponsors to be part of the 'EXPO', therefore making this a truly open running & fitness EXPO!

In 2009, we are limited to 24 exhibitor sites, and these will be allocated on a first in, first served basis. To secure your site, confirmation with payment must be received by Friday 31 July 2009.

EXPO Host:

The 'BRFE' is organised by the **intraining Running Centre**, a specialist running store in Australia. In addition to the running specialist store, the centre also has a sports injury clinic, coaching & training sessions, a race organization service & a running & triathlon club: **intraining Running Centre** truly is your one-stop running collective!

EXPO Trading Hours:

Friday 21 August	3:00pm-7:00pm
Saturday 22 August	9:00am-4:00pm
Sunday 23 August	5:30am-12noon

EXPO Location:

SuncorpMetway Piazza

South Bank Parklands BRISBANE

EXPO Exhibitor Rental Rates (single booth)

Rate: \$900.00 plus GST (rate reduced or waived if separate sponsorship arrangement is negotiated)

Single Booth:

- 3m x 3m booth
- 1m x 1.8m table
- 2 x chairs
- access to electricity
- Partitioning on sides & rear of booth, with open front
- Reduced rate for One (1) car park space for the duration of the EXPO – TBC

Mini Booth:

1m x1m space within the **intraining** Running Centre Booth for \$300 plus GST

Double / Triple Booths – please contact the BMF Director for further details.

Optional Extras (costs to be confirmed) :

- Tables – 1.8m
- Chairs
- 5m power leads
- 10m power leads

Installation of Exhibits:

All exhibits are to be installed between the hours of 12:00pm-3:00pm on Friday 21 August 2009.

Pack-Up of Exhibits:

All exhibits are to be packed up between the hours of 12noon-2:00pm on Sunday 23 August 2009.

Other Promotional Opportunities:

Race Kits Insert (exhibitors) – all competitors in the *Brisbane Marathon Festival* will be required to collect their race kits from the 'EXPO', exhibitors have the opportunity for the insertion of promotional brochures in the race kits. This way you can guarantee that information about your products / organization reaches every competitor.

Race Kit Insert (exhibitors) \$100 (per brochure)

Race Kit Insert (non-exhibitors) – organizations not represented at the EXPO can for a fee, have an insert in the race kits.

Race Kit Insert (non-exhibitors)

\$500.00 (per brochure)

Note: the cost of printing, transportation etc will be borne by the exhibitor. All inserts **MUST** be received at the offices of **intraining** by no later than Friday 17 July 2009. No inserts can be accepted after this date. The inclusion of all inserts into the race kits is subject to the approval of the Race Director.

‘Exhibitors’ will be required to look after & provide the following:

- All Booth Signage;
- Provide own EFTPOS facilities;
- Table cloths;
- Power lead cords;
- Merchandise board equipment;
- Stationary;
- All other necessary equipment;
- Organise & arrange their own meals & refreshments during the ‘EXPO’. The Piazza is in close proximity to food outlets;
- Parking for all staff;
- Ensuring the security of all products left in the ‘booth’ or the premises over night & also during the ‘EXPO’, the organisers will provide perimeter security each night. All products left on site by the ‘exhibitor’, do so at their own risk;
- Be present & provide staff during the full operational hours of the ‘EXPO’;
- Provide a complete list of all products / services they wish to exhibit / sell / promote during the ‘EXPO’ to the ‘EXPO Manager’ for approval, the ‘organisers’ reserve the right to refuse the ‘exhibitor’ any products / services they wish to exhibit / sell / promote;
- Be professional & exhibit a high level of courtesy & products / services to all customers;
- Ensure they have a public liability insurance cover & provide a copy to the ‘EXPO Manager’ prior to the commencement of the ‘EXPO’;
- Provide a list of all staff members working for the ‘exhibitor’ during the ‘EXPO’;
- Vehicle access will be restricted to the ‘venue’ during the operational hours of the ‘EXPO’;

Glossary of Terms:

- **BMF** - Brisbane Marathon Festival 2009;
- **BRFE** - Brisbane Running & Fitness EXPO 2009;
- **Organisers** – the **intraining** Running Centre P/L;
- **Venue** – Piazza South Bank Parklands BRISBANE;
- **Race Director** - The person as appointed by the ‘organisers’ to coordinate & organise the BMF & BRFE;
- **BMF Director** - The person as appointed by the ‘organisers’ to manage the BMF;
- **EXPO Manger** - The person as appointed by the ‘organisers’ to manage the BRFE;
- **Exhibitor** – includes all staff members & agents of any company / organization / individual to whom a ‘booth’ space has been allocated upon confirmation & payment of the appropriate fee for the major purpose of exhibiting their products and / or services at the ‘BRFE’;
- **Booth** – an allocated space within the ‘EXPO’ as determined by an ‘exhibitor’ booking & paying the appropriate fee & agreeing to the terms & conditions as set out in this document;
- **EXPO** – the facility where the ‘BRFE’ will be conducted within the grounds of the ‘venue’, exhibitors will NOT be able to advertise / promote / distribute material of any nature outside of the ‘EXPO’. Any exhibitor / organization / individual caught advertising / promoting / distributing material outside of the ‘EXPO’ will be asked to leave the premises & their rights to their ‘booth’ forfeited & they are not liable to any refund of monies paid;
- **IRTC** - The **intraining** Running & Triathlon Club;

The ‘Organiser’ will provide:

- All the necessary equipment as listed in the ‘booth’ packages;
- Perimeter security after hours;
- A toilet & rest area for all staff members of ‘exhibitors’ working in the ‘EXPO’;
- A running sheet, emergency contact list, ‘EXPO’ map & other documentation as required;

The ‘Organisers’ reserve the right to cancel the ‘EXPO’ should not enough sites having been pre-sold. This decision will be made on Friday 31 July.

Event Sponsors



Application Form

Organisation: _____

Contact Person: _____

Address: _____

City: _____ State: _____ P/C: _____

Telephone: _____ (w) _____ (m)

Email: _____

Rates include GST

Normal Rate: \$990.00 _____

Race Kits Insert: \$110.00 (exhibitors rate)

Race Kit Insert: \$550.00 (non-exhibitors rate)

Additional Items:

TOTAL:

All prices include GST. A tax invoice will be issued upon payment. Immediate payment is required to secure a booking. Please make all cheques payable to ' **in**training Running Centre'. Fax completed form to 07 3369 6887. Attn: Linda Watson or Naomi Tutticci.

I have read & agree to the terms & conditions as set out in this document.

Signed: _____ Date: _____