



CICA 2017 Conference, Exhibition & Crane Display

19 - 21 October 2017

CRANE DISPLAY INFORMATION & BOOKING SHEET

Location

The 2017 Crane Display will be held over Thursday 19th, Friday 20th and Saturday 21st October, 2017 at the Torrens Parade Ground, corner King William Road and Victoria Drive, Adelaide.

Bookings

Bookings will be accepted on a first in, first served basis. Once all available space is exhausted, no further bookings may be accepted.

The space booked for each crane should reflect the foot print of the crane including boom, outriggers and mats, plus one metre of clearance around.

Bump In

Cranes will be moved on to the site on the morning of Thursday 19th October. An allocated access time will be advised to each participating company by the Conference Committee managing the Crane Display to ensure an orderly and organised bump in process. Participants will be advised of their allocated time closer to the event.

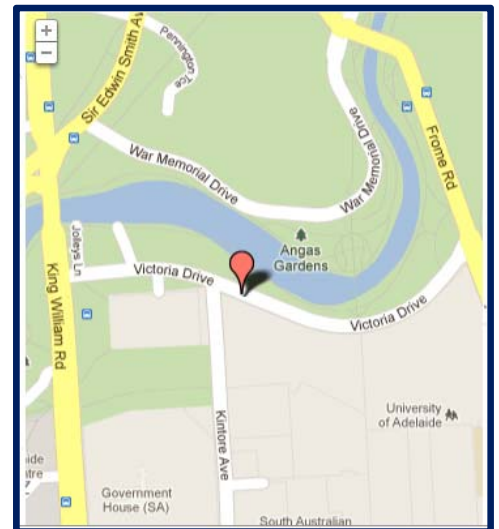
As it is planned to open the Crane Display to delegates on Thursday afternoon from 3.00pm, all set up must be completed by this time.

Set Up / Down Cranage

In the event that a set up crane is needed for assembly and disassembly of larger cranes, CICA will allocate an approved cranage supplier to minimise the number of cranes moving around the site. All costs for the set up crane will be invoiced to participants on a user pays basis.

Opening Hours

The official hours of operation of the Crane Display will be Thursday 3.00pm – 5.00pm, Friday 8.00am – 5.00pm and Saturday 8.30am – 3.00pm. The crane display can be visited at any time within those hours and a dedicated crane display session on Friday from 3.00pm to 5.00pm has been allocated with no speakers during this time.



Cost

Cost will be based on a square metre rate of \$22.00 + GST for CICA National Marketer Members and \$27.50 + GST for all others. Participants will be required to nominate the amount of space that they require on their booking, including an allowance for mats, outriggers or other stabilising requisites. A minimum booking of 70sqm metres is applicable.

Bump Out

Bump Out will commence at the conclusion of the afternoon tea break on Saturday (3pm) and will be completed as per the schedule advised by the Conference Committee.

Booking Close

Bookings will close Friday 28th July to allow the conference committee to ensure that sufficient space has been secured for the crane display.

Substitution of cranes will be allowed up to Friday 14th September. After this date no further changes should be made to allow the organising Committee sufficient time to finalise the site plan and bump in schedule.

Bookings

Initial bookings, using the attached booking sheet, and enquiries should be directed to Simone Hill at the CICA Office on Phone: 03 8320 0420, Fax: 03 9501 0083 or Email: admin@cica.com.au

Approval of bookings, logistical and technical requirements will be managed CICA's Patrick Cran and supported by the 2017 Conference Committee representatives. Please direct any technical enquiries regarding bump in / out or other crane movements to Patrick on 0488 004 274 or pat@cranesafe.com.au.

Once your booking has been approved by the committee it will be forwarded to the Professional Conference Organiser, Wise Connections for invoicing. Any accounts enquiries should be directed to Wise on 03 9885 6566 or cica@wiseconnections.com.au.

Cancellation Policy:

Whilst it is understood that, due to operational reasons, it may become necessary to substitute equipment for that originally booked, a refund cannot be guaranteed after 28th August for any cancellations or substitutions requiring less space.

Please note that Crane Display offer details may need to be changed due to circumstances outside of CICA's control and hence CICA reserves the right to advise of any such changes.

Terms & Conditions

Crane Display Availability:

Crane Display bookings will be accepted on a "first come / first served" basis. Once available space is exhausted no further bookings will be accepted. Event sponsors will be given priority placement in the display.

Crane Display Staff:

All staff working in the Crane Display must be registered conference delegates, holding one of the following registration types:

- Full Delegates Registration: Will have access to the Exhibition, Crane display and the full Conference Program, including evening functions.
- Exhibitor Staff Registration: Will only be entitled to entry of the Exhibition and Crane Display areas (not the Conference Program). This level of registration includes the welcome drinks to be held in the exhibition area, morning and afternoon teas and lunches (served inside the exhibition). Attendance at evening dinners on Wednesday and Friday nights is not included, but tickets are available for separate purchase if required.

Please note that no food will be available at the crane display, however there will be a coffee cart which will also serve cold water.

Crane Display Client Access:

Participants' client access will be available, however any visiting clients must be in the company of a conference delegate (wearing a name badge to verify that they are a conference delegate).

In the interest of risk management and public liability access for the general public to the Crane Display will not be allowed.

Insurance:

Crane Display participants shall cover their public risk by ensuring an appropriate public liability policy for a minimum cover of ten million dollars is in place. A copy of the relevant insurance certificate of currency that is current at the time of the conference must be supplied prior to the event (preferably with your booking if your policy will be current at the time of the conference).

Liability:

Crane Display participants will use the venue at their own risk. Participants will be responsible for the safety of patrons in the area surrounding their equipment and the security and storage of all property and belongings on the premises for the duration of the event. Participants indemnify The Crane Industry Council of Australia, Wise Connections and the Torrens Parade Ground (jointly referred to as the Event Organisers) from all claims of any nature which the Event Organisers may incur in connection with any loss of life, personal injury and/or damage to property arising from or as a result of or in any way connected with:

- Any occurrence in, upon or about the Participants Equipment; and/or
- The Participants use of the Premises, except to the extent that such loss of life, personal injury and/or loss of or damage to property is occasioned by any neglect, default or omission by the Event Organisers, their agents, employees, contractors, subcontractors or workers.

Risk Management:

Participants are to ensure that all cranes are driven by appropriately licensed operators, that relevant health and safety practices and road regulations are adhered to and that Workcover insurance is in place for all staff working on site at the Crane Display.

Appropriate documentation to address CICA's risk management will be requested by the Conference Committee closer to the event and must be provided by each participant and returned prior to the event.

~ Booking Close Dates ~

Friday 28th July

Simone Hill / CICA Office

Date: 1/6/17