SPONSORSHIP AND EXHIBITION PROPOSAL
www.milcis.com.au
The University of New South Wales (UNSW) at the Australian Defence Force Academy (UNSW@ADFA), in partnership with the Defence Chief Information Officer Group (CIOG), presents the 2016 Military Communications and Information Systems (MilCIS) Conference.

MilCIS is an annual conference aimed at attendees from military and government organisations, academia, and defence industry who contribute to key decisions in investments in communications and information systems. MilCIS is the only Australian conference focusing directly on the crucial technologies, products, systems and services associated with military communications and information systems. As in previous years, the conference facilitates a continuing interface between Defence, defence industry and academia to discuss solutions that meet current operational requirements – specifically to discuss current and developing technological capabilities.

The conference features morning plenary sessions comprising keynote presentations and panel discussions and afternoon sessions presenting academic (refereed) papers, tutorials, updates and product briefs. MilCIS also features an exposition that provides an opportunity for exhibitors to demonstrate new technologies and promote their products and services to attendees.

MilCIS will be held 8–10 November 2016 at the National Convention Centre, Canberra. In making a commitment to become a sponsor or an exhibitor, your company will be assured of high-profile exposure to the military communications and information systems community.

MilCIS will address:
• operational concepts
• information management
• command support systems
• network architectures
• routing and protocols
• IPv6 migration
• network management
• modelling and analysis
• tactical data links
• wireless technologies, and
• evolving and future technologies.

To secure your place at MilCIS, simply choose the sponsorship option or an exhibition booth that suits, complete the attached application form and forward, with your deposit, to the Consec – Conference and Event Management. Individual packages can also be arranged by contacting the Consec – Conference and Event Management to discuss your specific needs for a more personalised package.

Conference Details

Dates: Tuesday 8 – Thursday 10 November 2016
Venue: National Convention Centre, 31 Constitution Avenue, Canberra

The Centre is located in the heart of the central business district. A short 7km drive from the airport, walking distance to Canberra’s largest shopping precinct, restaurants and bars, a variety of accommodation and easy access to Canberra’s national treasures, including Parliament House.

One of Australia’s few planned cities, Canberra is a place where architectural style compliments the beauty of the surrounding Australian bush. Located on the ancient lands of the traditional owners, the Ngunnawal people, Canberra is thought to derive its name from the Aboriginal word Kamberra or ‘meeting place’.
MilCIS Conference Program

The conference program will include:
• keynote addresses
• plenary sessions
• panel discussions
• refereed paper sessions
• tutorial sessions
• update sessions
• product brief sessions
• welcome reception
• conference dinner, and
• a trade exhibition.

Promotion of the MilCIS Conference

To ensure maximum attendance, the MilCIS Conference will be widely promoted throughout Australia and the region by:
• distribution of the conference main announcement and registration brochure by mail and e-mail
• promotion on the MilCIS website
• advertising within Australian Defence-related journals and magazines
• advertising within conference databases
• internal Defence advertising via Defgrams and internal websites
• advertising on related UNSW professional short courses
• announcements through Defence industry forums
• brochures distributed at other Defence-related conferences, and
• targeting of regional Defence forces.

Canberra – The Host City

Canberra is a young city, but it is a bold city which is as inspirational as it is smart. It is an open, easy city, nestled among the great Australian bush landscape. It is a city that provides the extra element for your business event, which will absorb the prestige of Canberra’s iconic venues.

Australia’s nation’s capital is the home of the Australian Story. Discover the national attractions which house our shared history, culture, flora, art, knowledge, law and identity with regular displays, tours and exhibitions.

Our climate and geography nourishes excellent food and wine which can be enjoyed in stylish restaurants, cafes, bars and shops. Canberra in November is a stunning picture of spring – splashed with bright colours and a certain festive feeling is in the air.

Why Trade Exhibitions Work

*Meet the decision makers. It is estimated that …
• 83% of all visitors to a trade event have the authority to purchase or are a decisive influence in the purchasing decision of a company.
• 72% of trade event visitors intend to make a purchase either at the event or in the near future.

*It is estimated that exhibitions are effective because:
• 54% of visitors come specifically to see new products and services
• 48% come for information
• 40% to keep up to date with technology
• 15% to make business contacts.

*Did you know?
• 46% of people planning to visit a trade exhibition make the decision to attend more than 2 weeks before the event
• 25% of visitors decided to attend the trade exhibition because they had attended the same event before
• 82% of trade event visitors are aged over 25

*Source: Exhibition & Events Association of Australia

Benefits to your Company by Sponsoring and/or Exhibiting at the MilCIS Conference

The benefits to your company include:
• a significant marketing advantage
• corporate goodwill from conference delegates
• relationship marketing
• gaining an understanding of the Australian requirements for military communications and information systems
• gaining knowledge of Australian procurement programs for military communications and information systems
• creation of brand awareness and acceptance
• demonstration of your products
• increased business potential
• enhanced company profile
• direct access to an audience made up of your clients, current and potential
• broadened exposure through to November 2016 by acknowledgement in all print material, including the conference registration brochure and the conference pocket program and app
• promotion in industry related journals and magazines
• promotion on the MilCIS website, and
• exposure at the conference through signage and announcements.
### AT A GLANCE …

MilCIS Conference Sponsorship, Exhibition and Advertising Opportunities

<table>
<thead>
<tr>
<th>SPONSORSHIP OPPORTUNITIES</th>
<th>NUMBER AVAILABLE</th>
<th>Price AUD$ (incl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum Exclusive</td>
<td>Exclusive</td>
<td>$122,000.00</td>
</tr>
<tr>
<td>Naming Rights to the Welcome Reception (first option to Platinum Sponsor)</td>
<td></td>
<td>$6,600.00</td>
</tr>
<tr>
<td>Gold Multiple</td>
<td>Multiple</td>
<td>$66,000.00</td>
</tr>
<tr>
<td>Silver Multiple</td>
<td>Multiple</td>
<td>$22,000.00</td>
</tr>
<tr>
<td>Bronze Multiple</td>
<td>Multiple</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Conference Dinner Exclusive</td>
<td>Exclusive</td>
<td>$14,000.00</td>
</tr>
<tr>
<td>Cyber Café Exclusive</td>
<td>Exclusive</td>
<td>$8,800.00</td>
</tr>
<tr>
<td>Conference App Exclusive</td>
<td>Exclusive</td>
<td>$7,600.00</td>
</tr>
<tr>
<td>Name Card/Lanyard (first option to Platinum Sponsor)</td>
<td>Exclusive</td>
<td>$6,600.00</td>
</tr>
<tr>
<td>Charge Bar Exclusive</td>
<td>Exclusive</td>
<td>$6,300.00</td>
</tr>
<tr>
<td>Breakfast Session</td>
<td>Two</td>
<td>$5,500.00</td>
</tr>
<tr>
<td>Luncheon Session</td>
<td>Three</td>
<td>$5,500.00</td>
</tr>
<tr>
<td>Product Brief Session</td>
<td>Multiple</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Coffee Machine</td>
<td>Two each day</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Morning/Afternoon Teas</td>
<td>Six</td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>

### Advertising Opportunities

<table>
<thead>
<tr>
<th>Opportunity</th>
<th>Number</th>
<th>Price AUD$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satchel Insert Multiple</td>
<td>Multiple</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Pocket Program Advertising – full page ONLY</td>
<td>Multiple</td>
<td>$2,200.00</td>
</tr>
<tr>
<td>App Advertising Multiple</td>
<td>Multiple</td>
<td>$1,500.00</td>
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</table>

### Hospitality Suite/Briefing

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Number</th>
<th>Price AUD$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Rooms</td>
<td>Multiple (4 hour period)</td>
<td>$600.00</td>
</tr>
</tbody>
</table>

### Exhibition Trade Booth

<table>
<thead>
<tr>
<th>Booth Type</th>
<th>Number</th>
<th>Price AUD$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exhibition Trade Booth 3m x 3m</td>
<td>(booked and paid by 22 April 2016)</td>
<td>$4,600.00</td>
</tr>
<tr>
<td>Exhibition Trade Booth 3m x 3m</td>
<td>(paid after 22 April 2016)</td>
<td>$4,900.00</td>
</tr>
</tbody>
</table>

### Exhibition Stand (Main Foyer or Mezzanine Level)

<table>
<thead>
<tr>
<th>Stand Type</th>
<th>Number</th>
<th>Price AUD$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exhibition Stand</td>
<td>(booked &amp; paid by 8 April 2016)</td>
<td>$3,200.00</td>
</tr>
<tr>
<td>Exhibition Stand</td>
<td>(booked &amp; paid after 8 April 2016)</td>
<td>$3,500.00</td>
</tr>
</tbody>
</table>
> Sponsorship Opportunities

Please note that all costs are in Australian dollars and are inclusive of GST.

**Platinum Sponsor**
(exclusive)
$122,000.00

**Recognition**
- Platinum sponsor acknowledgement
- “Platinum Sponsor” on booth signage (if applicable)
- Organisation acknowledgement on the MilCIS Conference website with a link to your website
- Corporate logo on conference main entry feature (exclusive)
- Corporate logo on conference signage
- Corporate logo featured on the cover of the conference pocket program and a promotional paragraph included in the sponsor’s section of the conference app
- Corporate logo on main conference slide in each room
- Overhead Banner – Platinum sponsor corporate logo will be displayed on an overhead banner hung centrally in the main exhibition hall for additional exposure.

**Please Note:** Platinum sponsor will also be given priority to purchase the naming rights to the Welcome Reception

**Promotion**
- Two (2) satchel inserts (to be supplied by you)
- Advertisement on the main menu of the conference app (artwork to be supplied by the sponsor)
- Full page advertisement in the conference pocket program (artwork to be supplied by the sponsor)

**Trade Booth and Registrations**
- Six (6) exhibition booths (3m x 3m) in prime position (prime position will be dependent on booth availability when application is received)
- Six (6) full conference registrations including tickets to the Welcome Reception (Tuesday 8 November) and Conference Dinner (Wednesday 9 November)

**Tickets**
- Two (2) additional tickets to the Conference Dinner (Wednesday 9 November)

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**Gold Sponsors**
(multiple)
$66,000.00

**Recognition**
- Gold sponsor acknowledgement
- “Gold Sponsor” on booth signage (if applicable)
- Organisation acknowledgement on the MilCIS website with a link to your website
- Image slideshow at the start of each day
- Corporate logo on conference signage
- Corporate logo featured on the cover of the conference pocket program and a promotional paragraph included in the sponsor’s section of the conference app

**Promotion**
- One (1) satchel insert (to be supplied by sponsor)
- Full page advertisement in the conference pocket program (artwork to be supplied by the sponsor)

**Trade Booth and Registrations**
- Four (4) exhibition booths (3m x 3m) in prime position (prime position will be dependent on booth availability when the application is received)
- Three (3) full conference registrations including tickets to the Welcome Reception (Tuesday 8 November) and Conference Dinner (Wednesday 9 November)

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**Silver Sponsors**
(multiple)
$22,000.00

**Recognition**
- Silver sponsor acknowledgement
- Organisation acknowledgement on the MilCIS website with a link to your website
- Corporate logo on conference signage
- Corporate logo featured on the cover of the conference pocket program and a promotional paragraph included in the sponsor’s section of the conference app

**Promotion**
- One (1) satchel insert (to be supplied by sponsor)

**Trade Booth and Registrations**
- One (1) exhibition booth (3m x 3m) in prime position (prime position will be dependent on booth availability when application is received)
- Two (2) full conference registrations including tickets to the Welcome Reception (Tuesday 8 November) and Conference Dinner (Wednesday 9 November)
Bronze Sponsors (multiple)
$12,000.00

Recognition
- Bronze sponsor acknowledgement
- Organisation acknowledgement on the MilCIS website and a link to your website
- Corporate logo on conference signage
- Corporate logo featured on the cover of the conference pocket program and a promotional paragraph included in the sponsor’s section of the conference app

Registration
- One (1) full conference registrations including tickets to the Welcome Reception (Tuesday 8 November) and Conference Dinner (Wednesday 9 November)

Conference Dinner Sponsor (Wednesday 9 November) (exclusive)
$14,000.00

Recognition
- Conference dinner sponsorship acknowledgement
- Corporate logo featured on the conference dinner menu
- Company signs, supplied by sponsor, displayed during the conference dinner (normally pull up banners)
- Corporate logo and promotional paragraph featured in the sponsor section of conference app
- Corporate logo on the MilCIS website with a link to your website

Promotion
- 3 minute Introduction to delegates during the conference dinner
- One (1) satchel insert (to be supplied by sponsor)

Tickets
- Six (6) tickets for the conference dinner (Wednesday 9 November)

Cyber Café Sponsor (exclusive)
$8,800.00

Recognition
- Company logo and acknowledgement as the Cyber Café sponsor in the conference pocket program and conference app
- Company logo on the MilCIS website, with link to your website

Promotion
- Opportunity to ‘meet and greet’ delegates who come through to the Cyber Cafe
- Display of company banners/signage in the Cyber café—sponsor to provide (subject to venue regulations)
- Additional opportunity to provide further branding in the Cyber Café eg branded napkin, branded coffee cups, branded coffee machine and branded walling (at the sponsor’s expense, see below example photos)

Photos supplied by SBX

- Opportunity to provide handouts in the Cyber Cafe
- One (1) coffee machine in the Cyber Café for each of the three days of the conference (unlimited beverages will be provided to the delegates, included in the price)
- One (1) A4 flier (to be supplied by partner) in the conference satchels

Registration
- One (1) full conference registration including ticket to the Welcome Reception (Tuesday 8 November) and Conference Dinner (Wednesday 9 November)
Conference App Sponsor (exclusive)
$7,600.00
The app is for iPhones, iPads and Android devices and once the app is downloaded it will show the full program, speaker details, social program, sponsor and exhibitor listings, alerts and maps.

Recognition
- Company logo on conference website with a link to the company website
- Company acknowledgement in the conference pocket program and promotional paragraph included in the sponsor section of the conference app
- Company sign (to be supplied by sponsor), displayed at the registration area – normally 1000x2000mm roll up stand banner

Promotion
- Prominent ad on the conference app on the main menu page, with link to your website
- One (1) full page advertisement in the conference pocket program (artwork to be supplied by sponsor)

Registration
- One (1) conference registration (to the conference sessions only – not including social functions)

Name Card Lanyard Sponsor (exclusive)
$6,600.00

Recognition
- Company acknowledgement in the conference pocket program and sponsor section of the conference app
- Company logo on conference website, with link to sponsors website

Promotion
- Sponsor’s logo will be printed in colour on the name badges which will be worn by delegates throughout the conference
- Company logo in colour on the delegate lanyards

Charge Bar Sponsor (exclusive)
$6,300.00

Recognition
- Company logo on conference website, with link to sponsors website
- Company acknowledgement as a sponsor in the conference app

Promotion
- Two branded mobile phone charge bars (see pictures below) to be positioned at the discretion of the conference organiser
- Opportunity to display additional freestanding banner or document holder at the charge bar locations

Registration
- One (1) conference registration (to the conference sessions only – not including the social functions)

Naming Rights to the Welcome Reception (exclusive – Tuesday 8 November)
$6,600.00

Recognition
- Welcome Reception sponsorship acknowledgment

Promotion
- Introduction to delegates of three (3) minutes by your chosen company representative
- Company signs, supplied by you, displayed during the Welcome Reception (normally a pull up banner)

Tickets
- Four (4) tickets to the Welcome Reception (Tuesday 8 November), for visitors who are not registered for the conference

Please Note: First option to sponsor the Welcome Reception will be given to the Platinum Sponsor.
Breakfast Session Sponsor  
(one of two)  
$5,500.00

Recognition
• Logo and promotional paragraph for publication in the sponsors section of conference app

Promotion
• Presentation of forty (40) minutes by your chosen company representative during a breakfast session (on your nominated day) prior to the start of the conference on the second or third day of the conference
• Price includes a light breakfast for up to 150 delegates attending. Additional attendees can be catered for in advance at $30 per delegate (up to a total of 300 delegates for the session)

Tickets
• Ten (10) additional tickets to your nominated conference breakfast session (for visitors who are not registered for the conference)

Luncheon Session Sponsor  
(one of three)  
$5,500.00

Recognition
• Logo and promotional paragraph for publication in the sponsors section of conference app

Promotion
• Presentation of forty (40) minutes by your chosen company representative during a lunch session (on your nominated day) on the first, second or third day of the conference
• Price includes the standard conference lunch for up to 150 delegates attending
• Additional attendees can be catered for in advance at $30 per delegate (up to a total of 300 delegates for the session)

Tickets
• Ten (10) additional tickets to your nominated conference luncheon session (for visitors who are not registered for the conference)

Product Brief Session Sponsor  
(multiple)  
$2,500.00

Recognition
• Logo and promotional paragraph for publication in the conference app

Promotion
• A 50-minute opportunity to deliver a commercial brief on your company’s product or services as part of the conference program during one of the product brief sessions

The following must be provided:
• a title for the product brief
• a 300-word abstract of the purpose of the product brief
• a list of full name(s), qualification(s) and affiliation(s) of presenter(s)

Coffee Machine Sponsor  
(two coffee machines each day)  
$2,500.00 per machine

Recognition
• Corporate logo featured in the conference pocket program and conference app

Promotion
• Company sign, supplied by you, displayed next to the coffee machine during the nominated day
• Unlimited beverages provided to all delegates (included in the price)

Morning or Afternoon Tea Sponsor  
(six available)  
$2,000.00 each

Recognition
• Logo featured in the conference pocket program and the conference app alongside your nominated day in the program

Promotion
• Company sign, supplied by you, displayed during the nominated conference morning/afternoon tea (normally a pull up banner)

Tickets
• Two (2) tickets to your sponsored morning/afternoon tea (for visitors who are not registered for the conference)
Satchel Insert
$2,000.00
- One (1) company brochure (1 double sided A4 size) inserted into all delegates’ satchels or small promotional item (to be provided by you), as agreed by the Professional Conference Organisers

Advertising
Pocket Program Ad ... $2,200.00
- One (1) A6 advertisement (full colour) inside the conference pocket program. Artwork to be supplied by sponsor
- Ad specs are 100mm wide x 150mm tall plus bleed of 5mm, full colour, high resolution PDF or JPEG at 300 dpi
- Booking deadline for advertising in the conference pocket program is 23 September 2016 and deadline for the artwork is 7 October 2016

Conference App Ad ... $1,500.00
- One (1) ad on the conference app. The ad will be on the menu page of the conference app. Booking deadline for advertising in the conference pocket program is 23 September 2016 and deadline for the artwork is 7 October 2016. The ad specs are 480x200px high resolution JPEG

Individual Packages
The above sponsorship arrangements/packages may not cater for your specific needs. If so, please contact Consec – Conference and Event Management and discuss your needs for a more personalised package.

Contact the Exhibition/Sponsorship Manager, Aaron Neame on telephone: +61 2 6252 1200, facsimile: +61 2 6252 1222 or email: milcis@consec.com.au

Hospitality Suite/Briefing Meeting Rooms
Rooms are available for hire, should you wish to demonstrate new product lines, brief delegates on new practices within your organisation, or arrange side meetings during the conference.

Rooms must be booked in 4-hour blocks. The standard room set-up will be boardroom style, but is able to be adjusted to your presentation requirements.

Please note that there will be no audio visual or catering provided in the room. This can be arranged at an additional cost.

Briefing Room (4 hour period) = $600.00 incl GST
(4 hour period includes 8am–12pm or 1pm–5pm on each day)
Exhibition Details

The exhibition will be held in the exhibition hall of the National Convention Centre, Canberra. The floor plan has been designed to ensure good visibility and access to all stands.

Maximum traffic flow will be encouraged by the placement of catering/coffee stations at key points in the exhibition areas.

There are a maximum number of exhibition booths available and all morning, afternoon teas and lunches will be served in the exhibition area.

Move-in/Move-out Times

Move in: Monday 7 November from 4.00 pm
Please Note: this is not the time for exhibition build

Move out: Thursday 10 November from 1.30 pm

SBX will be on site during the Monday exhibitor move-in period to ensure that the final exhibitor’s requirements can be met.

Consec has worked with SBX (the exhibition build contractors) to design the best high traffic exhibit layout as possible.

To increase the number of delegates attending your exhibit, think about enhancing your booth, through a raffle or giveaway, a colourful display or perhaps something interactive.

Please Note: All booths must be show-ready by 7.30am on Tuesday 8 November. No installation will take place on Tuesday 8 November through to Thursday 10 November. All booths must remain in place until 1.30 pm on Thursday 10 November.

Exhibition Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 7 November 2016</td>
<td>Exhibition Build (exhibitors move in from 4.00pm–8.00pm)</td>
</tr>
<tr>
<td>Tuesday 8 November 2016</td>
<td>7.30am–6.30pm</td>
</tr>
<tr>
<td>Wednesday 9 November 2016</td>
<td>7.30am–5.00pm</td>
</tr>
<tr>
<td>Thursday 10 November 2016</td>
<td>7.30am–1.30pm</td>
</tr>
</tbody>
</table>

Exhibition Booth

- **Dimensions**: 3m x 3m (furniture/plants/posters not included in booth).

- **Walls**: Walls are 2.5m high and 1m wide, with Octanorm opal panels.

- **Fascia**: Fascia is 27cm deep and finished in blue vinyl cut lettering on white corflute.

- **Company Name**: One company name per stand in computer cut vinyl standard style letters. Maximum of 35 letters – Pty Ltd etc deleted. Corner stands have one company name on each side.

- **Lights and Power**: 2 x 150 watt lights per stand and lights are mounted on the inside of the front fascia. One single power point per stand – 1,000 watts (4 amps) capacity.

- **Overhead Banners in the Exhibition Hall**: It is not permissible to hang any material from the ceiling of the exhibition hall (without prior approval by Consec). Booth height should not exceed 5 metres – this includes overhead signage.

- **Welcome Reception**: An invitation is extended by the conference committee, for two (2) people per exhibition booth booked to attend the Welcome Reception as their guests on Tuesday 10 November 2016.

  Please Note: The conference dinner is NOT included as part of the exhibitor package.

- **Conference Bag/Satchel**: One per exhibition booth including pocket program and delegate listing.

- **Name Badges**: Name badges for two (2) representatives. Additional exhibitors can be arranged at an additional cost.

- **Promotion**: Listing of company name in the conference pocket program and the conference app.

- **Catering**: Morning/afternoon teas and lunches for two (2) representatives each day.

- **Cost (incl GST)**:
  - $4,600.00 per 3m x 3m booth (if booked and paid before 22 April 2016)
  - $4,900.00 per 3m x 3m booth (if booked and paid after 22 April 2016)
### Exhibition Stand

<table>
<thead>
<tr>
<th><strong>Structure</strong></th>
<th>Octanorm structure and computer cut vinyl text applied for company name. or</th>
<th><img src="image" alt="Structure Diagram" /></th>
<th>(stands F6 &amp; F7 only)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lights and Power</strong></td>
<td>• 120w spotlight on arm (vario) or • 4amp single powerpoint Please note: this applies to stands F6 &amp; F7 only</td>
<td><img src="image" alt="Lights Diagram" /></td>
<td>• 2 x 150 watt lights per stand • 4amp single powerpoint Please note: this applies to stands F1–F5 &amp; F9–F18 only</td>
</tr>
<tr>
<td><strong>(Optional) Signage (extra cost)</strong></td>
<td>• Graphic digital print infill 970mm w x 2360mm h (rear panel)</td>
<td><img src="image" alt="Signage Diagram" /></td>
<td></td>
</tr>
<tr>
<td><strong>Welcome Reception</strong></td>
<td>An invitation is extended by the conference committee for one (1) per person per exhibition stand to attend the Welcome Reception as their guest. Please note: the conference dinner is NOT included as part of the exhibitor package.</td>
<td><img src="image" alt="Welcome Reception" /></td>
<td></td>
</tr>
<tr>
<td><strong>Conference Bag/Satchel</strong></td>
<td>One (1) per exhibition stand including conference pocket program and delegate listing.</td>
<td><img src="image" alt="Bag/Satchel" /></td>
<td></td>
</tr>
<tr>
<td><strong>Name Badge</strong></td>
<td>Name badge for one (1) person. Additional exhibitors can be arranged at an additional cost.</td>
<td><img src="image" alt="Name Badge" /></td>
<td></td>
</tr>
<tr>
<td><strong>Promotion</strong></td>
<td>Listing of company name in the conference pocket program and conference app.</td>
<td><img src="image" alt="Promotion" /></td>
<td></td>
</tr>
<tr>
<td><strong>Catering</strong></td>
<td>Morning/afternoon teas and lunches for one (1) representative each day.</td>
<td><img src="image" alt="Catering" /></td>
<td></td>
</tr>
<tr>
<td><strong>Cost (includes GST)</strong></td>
<td>$3,200.00 per exhibition stand (if booked and paid by 22 April 2016)</td>
<td><img src="image" alt="Cost" /></td>
<td>$3,500.00 per exhibition stand (if booked and paid after 22 April 2016)</td>
</tr>
</tbody>
</table>

**Custom Booths**

Companies intending to install custom designed stands must submit full specifications and drawings direct to Consec – Conference and Event Management before 11 September 2016 to facilitate the required approval process by the National Convention Centre Canberra.

SBX can also assist with custom build stands and booth upgrades. Contact Stephanie Hodge at SBX for more information T: +61 2 6239 1028 or E: stephanie@sbx.biz

*Photos courtesy of SBX*
Trade Exhibition Floorplan

Please Note: should the trade exhibition floorplan require expansion, retraction or alteration, the Conference Organisers reserve the right to make the necessary changes.
How to Book and Payment Deadlines

**Sponsorship**
In order to confirm your sponsorship, we will require the Application to Sponsor Form and fifty percent (50%) deposit payment to be forwarded to Consec – Conference and Event Management. Balance must be received by 1 July 2016.

**Exhibition**
Early booking is necessary, as space is limited. Booths will be allocated strictly in order of the date the deposit payment and Application to Exhibit Form is received. In order to confirm your exhibition space we will require the Application to Exhibit Form and fifty percent (50%) deposit payment to be forwarded to Consec – Conference and Event Management. Balance must be received by 1 July 2016.

**Hospitality Suite/Briefing Meeting Room**
Early booking is necessary, as space is limited. In order to confirm your booking we will require the Application for Room Hire Form and fifty percent (50%) deposit payment to be forwarded to Consec Conference Management. Balance must be received by 1 July 2016.

**Cancellation Policy**
In the event of the withdrawal of an exhibition booth(s)/sponsorship booking, Consec – Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to an exhibitor/sponsor cancelling before or on 5 August 2016. No refunds will be made after that date. In the case of exhibition booths, this only applies if the space in the exhibition floor plan is sold.

**Liability Waiver**
**MiCiS** Conference and the National Convention Centre will not be liable for injuries to any person or damages to property owned or controlled by exhibitors. Regarding claims for damages or injuries that may arise from or be in any way connected with exhibitor occupation or display space, the exhibitor agrees to defend indemnity and hold the MiCiS Conference Organising Committee harmless against all such claims. The exhibitor agrees to insure itself at its own expense against property loss or damage and for public liability or personal injury and liability for property damage.

Participation in the exhibition does not imply any endorsement or approval by the MiCiS Conference. The MiCiS Conference takes no responsibility in relation to displays, products, representations or promotional material of the participants. The MiCiS Conference has not assessed, endorsed or approved any display, product, representation or promotional material.

**Insurance**
Exhibitors are strongly advised to insure goods during transit and while on display, against damage/loss, however caused, as well as public liability. In addition, the exhibitor acknowledges that MiCiS Conference and Consec – Conference and Event Management do not maintain insurance covering exhibitor’s property and that it is the sole responsibility of the exhibitor to obtain public liability, business interruption and property damage insurance covering such loss by an exhibitor.

All exhibitors must have a current public liability insurance cover for their exhibition stand. Exhibitors may be required to submit their public liability insurance certificate along with their booking form.

**Personal Insurance**
Participants shall be regarded in every aspect as carrying their own risk for injury to person or property, including baggage, during the conference. We strongly recommend that at the time of booking you take out a travel insurance policy of your choice. The policy taken should include the loss of deposit through cancellation, medical insurance, loss or damage to personal property, financial loss incurred through disruption due to strikes or other industrial action. The organisers are in no way responsible for any claims concerning insurance.

**Privacy Act**
Due to the privacy legislation, the organisers cannot guarantee the inclusion of ALL participants names and contact details on the delegates list.
APPLICATION TO EXHIBIT

Please complete this form and return with payment to:
MilCIS, Consec – Conference and Event Management*, PO Box 3127, BDC ACT 2617 Australia  ABN 46 056 292 169
*Consec – Conference and Event Management as agent for the MilCIS Conference

Contact Name:

Company/Organisation:

Address:

Telephone:  Facsimile:

Mobile:  Email:

Booth Position

Number of booths required:

I/we prefer booth position/s as indicated on the enclosed floor plan in order of preference:

1st  2nd  3rd  4th

Please tick:

☐ I/we understand that booth/s will be allocated strictly in order of receipt of applications and deposit monies and that the Conference Manager’s decision will be final. Should the exhibition floor plan require expansion or retraction, the organiser’s have the right to make the necessary changes.

☐ I/we note that furniture, extra lighting and power are to be ordered from the exhibition contractor.

☐ Notwithstanding email or verbal communication, I/we understand that booth/s will be allocated strictly in order of receipt of applications and deposit monies and that the Professional Meeting Organiser’s decision will be final. Should the exhibition floor plan require expansion, retraction or re-arranging, the organisers have the right to make the necessary changes without notice.

Cancellation Policy

In the event of the withdrawal of an exhibition booth/stand booking, Consec – Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to an exhibitor cancelling before or on 5 August 2016. No refunds will be made after that date. This only applies if all the space in the exhibition floor plan is sold.

Cost (includes GST)

Exhibition Booths

☐ AUD$4,600.00 per 3m x 3m exhibition booth if booked and paid by 22 April 2016

☐ AUD$4,900.00 per 3m x 3m exhibition booth if booked and paid after 22 April 2016

☐ AUD$4,400.00 to display overhead banner (first priority given to Platinum sponsor)

Exhibition Stands

☐ AUD$3,200.00 if booked and paid by 22 April 2016

☐ AUD$3,500.00 if booked and paid after 22 April 2016

I/We accept the terms and conditions as outlined in this Exhibition Proposal and hereby enclose our payment for $ __________________ (Please Note: a 3% fee will apply to all payments made by credit card) including 10% GST.

Signed: _______________________________________________________  Date: _______ / _______ / _______
(on behalf of the exhibitor listed above)

Deposit Deadline: 50% required at the time of booking
[See last page for Method of Payment details]  Balance Deadline: 1 July 2016

Handbook Listing Information

Please note: The information entered below will be published in the MilCIS Conference app. Please make sure all details are correct. If this information is not completed the above contact details will be used in the conference app. Required by 7 October 2016.

Your company name:

Company contact person:

Company contact address:

Company contact phone number:

Company email address:

Website address:

Sample listing:

Booth 1
Consec – Conference and Event Management
Aaron Neame
Unit 4, 1st Floor, 8–10 Purdue Street
Belconnen ACT Australia
Ph:  + 61 2 6252 1200
Email:  milcis@consec.com.au
Website:  www.consec.com.au
**APPLICATION TO SPONSOR**

Please complete this form and return with payment to:

**MilCIS, Consec – Conference and Event Management**, PO Box 3127, BDC ACT 2617 Australia  ABN 46 056 292 169

*Consec – Conference and Event Management as agent for the MilCIS Conference*

<table>
<thead>
<tr>
<th>Contact Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Company/Organisation:</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Telephone:</td>
<td>Facsimile:</td>
</tr>
<tr>
<td>Mobile:</td>
<td>Email:</td>
</tr>
</tbody>
</table>

**Sponsorship Package Preference**

I/we would like to take up the following sponsorship package/s:

- [ ] 1st __________________________________________________________________ $ ________________________
- [ ] 2nd ___________________________________________________________________ $ ________________________

Satchel Insert ___________________ Number Required

Notwithstanding any email or verbal communication, I/we understand that the sponsorship will be allocated strictly in order of receipt of this application form and deposit monies and that the Professional Conference Organisers decision will be final. Should the exhibition floor plan require expansion or retraction, the organisers have the right to make the necessary changes.

**Cancellation Policy**

In the event of the withdrawal of a sponsorship booking, Consec – Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to a sponsor cancelling before or on 5 August 2016. No refunds will be made after that date.

- [ ] I/We accept the terms and conditions as outlined in this sponsorship proposal and hereby enclose our payment for $ __________________ including 10% GST to secure our sponsorship package at the MilCIS Conference.

Please note: a 3% fee will apply to all payments made by credit card.

Signed: ____________________________________________________ Date: _______ / _______ / _______

(on behalf of the sponsor listed above)

Deposit Deadline: 50% required at the time of booking  Balance Deadline: 1 July 2016

[See last page for Method of Payment details]
APPLICATION FOR HOSPITALITY SUITES/BRIEFING MEETING ROOMS

Please complete this form and return with payment to:

**MilCIS, Consec – Conference and Event Management**, PO Box 3127, BDC ACT 2617 Australia    ABN 46 056 292 169

*Consec – Conference and Event Management as agent for the MilCIS Conference

| Contact Name: |  |
| Company/Organisation: |  |
| Address: |  |
| Telephone: | Facsimile: |
| Mobile: | Email: |

Please tick

☐ I/we would like to book a hospitality suite/meeting room (4-hour block) $600.00 incl GST

☐ I/we understand that the room hire will be strictly in order of receipt of application form and deposit.

Please nominate a time block and day, in order of preference:

Option 1

Option 2

Option 3

Room Set Up Requirements

__________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________

Please note: All additional costs incurred for the set up will be at your expense.

Cancellation Policy

In the event of the withdrawal of a hospitality suite/briefing meeting room booking, Consec – Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to hospitality suite/briefing meeting room booking cancelling before or on 5 August 2016. No refunds will be made after that date.

☐ I/We accept the terms and conditions as outlined in this Sponsorship/Exhibition Proposal and hereby enclose our payment for $ ____________ including 10% GST to secure our hospitality suite/meeting room.

Please note: a 3% fee will apply to all payments made by credit card.

Signed: _______________________________________________________  Date: _______ / _______ / _______

(on behalf of the sponsor listed above)

Deposit Deadline: 50% required at the time of booking  Balance Deadline: 1 July 2016

[See last page for Method of Payment details]
## METHOD OF PAYMENT

### CHEQUE

Please make cheque/s payable, in Australian dollars, to the **MilCIS Conference** and mail to:

**MilCIS Conference**  
Consec – Conference and Event Management*  
PO Box 3127  
BDC ACT 2617 Australia  
Telephone: +61 2 6252 1200  
Facsimile: +61 2 6252 1222  
Email: milcis@consec.com.au

*Consec – Conference and Event Management as agent for the MilCIS Conference.

### CREDIT CARD

- [ ] Visa  
- [ ] Mastercard  
- [ ] Amex  

Cardholder’s Name: _______________________________________________________________________________

Card Number: ___________________________  
Expiry Date: ____ / _____  
Signature: __________________________________________________

**Please note:** A 3% fee will apply to all payments made by credit card.

### ELECTRONIC FUNDS TRANSFER

- Bank: National Bank of Australia  
- BSB Number: 082 902  
- Account Number: 147 581 778  
- Account Name: MilCIS Conference  
- Branch: Canberra City, ACT

Transaction Reference Number: __________________________________________________

**Please note:** A remittance advice MUST be faxed through to Consec – Conference and Event Management once payment has been processed on +61 2 6252 1222. Include company as point of reference.