



# BOOKING TERMS & CONDITIONS

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By applying for a sponsor, trader or community space at GhMX, you agree to be bound by the Terms and Conditions as specified below, and any other restrictions or guidelines as deemed necessary by GhMX, their agents, underwriters, Venue Contract Managers or other relevant stakeholders. The term "exhibitor" refers to any entity that has booked a space at the event including sponsors, retail traders, community groups, club displays or artists.

### 1. GENERAL

1. GhMX reserves the right to final approval of every display, and the ability to take any course of action it deems necessary to rectify a situation that may impact upon the convention negatively, including expulsion of any Exhibitor from GhMX, who does not comply with the stated requests. No compensation for loss of monies will be accepted for failing to obey instructions resulting in expulsion from GhMX and its representatives.
- 1.2 Any Exhibitor that fails to occupy their space for whatever reason will forfeit their money. There are no refunds or transfers available once GhMX has received payment and the digital registration form.
- 1.3 Displays must stay within the confines of the space allocated, must not impede aisles and walkways, or block exits. This includes cabinets, shelving, display cases, tables, stock containers, stages and equipment.
- 1.4 No sale or spruiking can occur outside the boundaries of your booked space including outside the venue, aisles, stage, competition areas or thoroughfares without prior approval.
- 1.5 All tables must have table covers, recommended to be the approximate length to reach the floor in front of your booked space. Tablecloths are NOT supplied as part of registration – exhibitors must provide these themselves. Please bring them and some extra sheets to cover your stock overnight if required.
- 1.6 The official closing time of GhMX is 1700 (5pm) on the Sunday of the event. No dismantling of displays is permitted until the site is cleared of visitors and GhMX makes the appropriate announcement. This is to ensure the safety of the general public still occupying the space.
- 1.7 No vehicle access within the venue in order to unload or pack your items. Availability of pallet jacks and trolleys is not guaranteed. Please ensure that your stock can be moved by hand or bring an appropriate trolley. You must make arrangements with GhMX organisers prior to the expo for the movement of larger items, crates and pallets.
- 1.8 The sale or giveaway of stickers and/or balloons is permitted with strict restrictions and conditions. Any sticker with an adhesive must be packaged and sealed, this also applies to decals. Balloons must not be sold or given away containing helium or any lighter than air gases. Exhibitors that are found to be distributing stickers, decals and/or balloons of any size outside of these conditions will have stock confiscated and returned upon conclusion of the show. Any damage to the building, fixtures or property belonging to another and deemed to have been the result of stickers distributed from within GhMX will have a clean or repair cost incurred by the instigating exhibitor.
- 1.9 Sale or sampling of any food or beverage items – whether packaged or fresh – is not allowed without written permission from the Event Organiser. This includes but is not limited to candy or sweets, canned drinks, hot or baked goods. GhMX reserves the right to confiscate any consumable items not removed by exhibitors. Approved food and drink items must list ingredients on their packaging or will be banned from sale or sample.
- 1.10 Food & beverage exhibitors are required to hold either a Food Licence or a Temporary Food Licence issued by the appropriate local or state government bodies and is to be submitted with your application along with valid PL Insurance. If the appropriate documentation is not submitted the booked space will be forfeit.
- 1.11 A food stall must have floor covering for any spills and must clean up after themselves
- 1.12 Registration from the following groups/parties are not accepted to the GhMX:
  - Political Parties or affiliates
  - Smoking Groups or campaigners
  - Alcohol Groups or campaigners
- 1.13 GhMX is a drug and alcohol free event. Persons that supply or consume alcohol outside of approved areas or times, or are in possession of illegal drugs, will be removed from the event and the authorities contacted, if required.
- 1.14 Smoking is not permitted in, or within 5 metres of, Council venues, except for designated smoking areas. The use of open flames including but not limited to candles, lanterns or smoke machines is prohibited.
- 1.15 Decorative items such as glitter, rice, rose petals, sand or confetti is not permitted.
- 1.16 Decorations must not be affixed in any way that may cause damage; this includes, but is not limited to sticky tape, pins or tacks.



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- 1.17 Animals with the exception of assistance animals, are not permitted in council venues without Council approval.
- 1.18 No persons to engage in any conduct, act towards, speak to or visually sell or display items to any exhibitor, volunteer, performer, supplier, staff or other patron in a manner which offends, insults, humiliates, intimidates, threatens, disparages or vilifies that other person on the basis of that other person's race, religion, colour, gender, sexuality, disability, descent or national or ethnic origin
- 1.19 Products available for sale such as paint, chemicals, glues, solvents, liquid resins, epoxies, aerosols that can cause damage to surfaces must be kept packaged and unopened while on display and must not be opened at the event. Any damage to the building, fixtures or property belonging to another and deemed to have been the result of products sold from within GhMX will have a clean or repair cost incurred by the instigating exhibitor.
- 1.20 Any product that has the potential to cause harm such as sharps and hobby tools including, but not limited to blades, cutters and drills must only be sold in packaging.
- 1.21 Any demonstration or display using unique hobby products within your space and outside of official event programming must be approved by GhMX Management prior to conducting such activity.

## 2. SAFETY AND RISK

All Exhibitors, their suppliers, contractors, staff and assistants are classified as workers under State and Federal Acts and Regulations pertaining to Work Health and Safety. These state that all workers are to show due diligence in keeping their work area clean, safe and risk free, and to report all hazards,

incidents or injuries to GhMX Management. More information about common risks and hazards will be available in the Exhibitor Information Guide.

- 2.1 Covered shoes must be worn during bump-in and bump-out periods. Thongs, flats, sandals or heels are NOT acceptable footwear during these times.
- 2.2 Those not wearing the appropriate footwear will not be granted entry to the hall or the loading dock.

## 3. ELECTRICITY AND POWER

- 3.1 All portable equipment, appliances, chargers and lighting used at the GhMX event site (I.e. anything that is plugged in to the venue power supply) must be tested and tagged in accordance with state Workplace Health and Safety Regulations and Australian Standard AS/~ 3760:2010.
- 3.2 All power connections must be ordered and approved through the booking portal.

More information can be found in the GhMX Exhibitor Information Guide.

## 4. PUBLIC LIABILITY INSURANCE

- 4.1 All exhibitor, occupants and contractors are required to provide proof of Public Liability Insurance. This refers to damage or injury caused to third parties/visitors on or in the vicinity of your exhibition stand or hired space, or by the fault of your products.
- 4.2 This is delivered in the form of a "Certificate of Currency", the details of which must be supplied to GhMX via the booking PORTAL or email to [bookings@ghmx.com.au](mailto:bookings@ghmx.com.au). It is advisable for a copy to be held by the exhibitor throughout

the duration of the show, including bump-in/out times.

- 4.3 Where applicable, copies of Workers Compensation and Professional Indemnity Insurance documents (including those of subcontractors) need to be available upon request.
- 4.4 GhMX cannot recommend an insurance policy suitable for your exhibitor booth or artist alley space. Please contact your insurance broker to enquire about the most appropriate cover for the event.

NOTE: Public Liability Insurance does not cover theft of your products, or damage to your products or displays caused by third parties. Consult your broker for advice on other forms of business insurance that would cover those circumstances.

## 5. DELIVERY/COLLECTION OF GOODS

- 5.1 Neither GhMX, nor the Event Venue will accept responsibility for the safety or security of any display or product item delivered to the site.
- 5.2 It is very important that all items are clearly marked with your company name and contact details, stand name, collection and delivery details, and the name of your freight company.
- 5.3 It is advisable to clearly mark the consignment number on the items to reduce confusion during collection, or to track goods in transit.
- 5.4 Note that all goods/property must be removed from the premises Sunday evening.





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## 6. LITERATURE AND SPRUICKING

- 6.1 The distribution of leaflets and other promotional materials is confined to the stand area and is not permitted in the hallways or elsewhere in the exhibition space.
- 6.2 The Organisers reserve the right to prohibit the display or distribution of advertising matter that could give rise to offence and to confiscate the supplies thereof for the duration of the event.

## 7. RESTRICTED MATERIAL

- 7.1 Pornography is strictly forbidden for sale or giveaway at GhMX; so too are items that would be classified as illegal under any or all state or territory law within Australia, including but not limited to extreme restricted or explicit materials or those that contains paedophilia in any form.
- 7.2 All other adult material must not be visibly displayed or within reach of any minors and carry appropriate or comparative classification.
- 7.3 The sale and display of weapons, replicas and props that have the potential to cause injury must:
  - Not be in reach of the general public without supervision
  - Cannot be used, swung, fired or operated in any way while indoors or within the event space
  - Must be sold packaged with labelling and warnings advising the purchasee not to open the contents while at the event

## 8. BOOTLEG OR UNLICENSED MATERIALS

- 8.1 GhMX enforces a zero tolerance for the ownership or sale of bootleg or pirated goods. Spot-Check Inspections of stock will be randomly conducted throughout the event.

8.2 If any restricted, illegal or contraband materials are found, action will be taken to confiscate or remove these materials from the event. This may include the cessation of trading and/or expulsion from GhMX.

8.3 Please be aware that under these circumstances, you will not be eligible for any compensation as noted in point (1) of the General section of these Terms and Conditions. It is your responsibility to bring and provide all relevant documentation, that prove your materials are not suspect, on the days of the event to be shown if required.

## 9. CLASSIFICATION RESTRICTIONS

- 9.1 Any visual displays (film, video, games or other multimedia) that are rated MA15+ or above, or the equivalent as determined by the National Classification Scheme, are required by law to be within a closed or monitored space and not to be seen by those who do not have the express desire to do so.
- 9.2 Children under the age of the Classification specification must be accompanied by a guardian.

## 10. GENERAL MORETON BAY REGIONAL COUNCIL RESTRICTIONS

- 10.1 Decorative items such as glitter, rice, rose petals, sand or confetti is not permitted.
- 10.2 Decorations must not be affixed in any way that may cause damage; this includes, but is not limited to sticky tape, pins or tacks.
- 10.3 Animals with the exception of assistance animals, are not permitted in council venues without Council approval.

## 11. ADVERTISING AND USE OF GHMX LOGO

- 11.1 GhMX can provide an electronic version of the GhMX logo and website banner in \*.jpg or \*.eps format for inclusion in your advertising, promotional publications, magazine and e-News advertisements, or as a link from your website.
- 11.2 The organisers must approve all uses of the GhMX logo prior to publishing or broadcast of recorded material.
- 11.3 Approval for the use of the logo is for the original request only and does not grant blanket use of that logo. A list of its intended uses must be made clear up front.
- 11.4 To obtain the high-resolution image please contact [info@ghmx.com.au](mailto:info@ghmx.com.au)
- 11.5 To enquire about additional promotional use of the GhMX logo (such as creating or commissioning items to sell or give away), please contact [info@ghmx.com.au](mailto:info@ghmx.com.au)

### ENQUIRIES

If you have any questions regarding the Terms and Conditions pertaining to your contract as an exhibitor at GhMX, please contact [bookings@ghmx.com.au](mailto:bookings@ghmx.com.au)