

35th World Conference of the International Society for Music Education 2022

17 - 22 July 2022
Virtual

Sponsorship & Exhibition

Prospectus

ismeworldconference.org

ISME

INTERNATIONAL SOCIETY
FOR MUSIC EDUCATION





Invitation

We cordially invite you to the 35th World Conference of the International Society of Music Education (ISME 2022)!

This Conference is history-in-the-making as it will be the first time it is delivered in a fully virtual format. The decision to embrace this delivery format is made in response to the current uncertainties surrounding the resumption of international travel, in order to provide certainty to all key stakeholders including sponsors and exhibitors to plan their presence at the Conference. We are also keeping in view the opportunity to potentially include a physical component to make this a hybrid event, should circumstances permit closer to the event dates. In addition, it is important to acknowledge that it is also the first time in 34 years that Australia is hosting the Conference, with the last time back in 1988.

The Conference aims to continue ISME's commitment to foster global understanding and cooperation by strengthening ties and sharing ideas that promote music education as a culturally responsive, inclusive, and life-long transformative journey. Given the current global reality, the Conference theme **A Visible Voice** is a timely reminder of music's role in strengthening our aspirations and meeting our need for identity, affirmation and validation as individuals and communities. These fundamental needs unite our humanity and urge us to respect our differences. The theme encourages opportunities for dialogue, international collaborations and excursions into worlds that we know not, through music education scholarship and practice.

Of great importance too are the sponsors and exhibitors, who are integral to the success of ISME 2022. We encourage you to take advantage of this brilliant opportunity to connect and engage with our attendees who are key members of the international music education community. To this end, we offer specially curated offerings on our online platform, including thought-leadership and brand positioning selections, invaluable products and services promotional opportunities and engagement avenues with attendees. The following pages detail various levels of opportunity available to sponsors and exhibitors from the moment you sign on.

We look forward to your support and invite you to be part of this ground-breaking virtual ISME 2022 that will enable more people to connect with us from around the world.

Yours sincerely,



Scott Harrison
35th ISME World Conference
Conference Organising Group Chair



Emily Achieng' Akuno
ISME President 2020–2022

Conference Theme - A Visible Voice

Emily Akuno, ISME President, has explained *A Visible Voice*, the World Conference theme as follows:

This slogan speaks to diverse situations in community engagement, of which (music) education is a key facilitator.

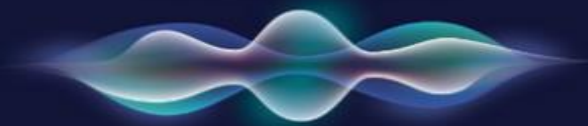
Voice – Music is sound, and hence audible. The voice is also a reference for opinion, position, perception. Through this, ISME provides its members, no matter their situation, an opportunity to be heard, because every experience is valid and has something to contribute to ISME's global agenda of enhancing human lives through quality music education.

Visibility – This provides continuity from the previous biennium's 'Making the work we do visible'. This will be unpacked globally and at personal levels. How does what we do make a difference to both the university professor and the kindergarten teacher, whose application of or approach to music in class are as different as day and night? Can we find space for a traditional folk song and narrative in the classroom the way we do with high art orchestral pieces of music? *If we are to attain intercultural understanding, we must be willing to 'see' the different voices that 'music' presents.*

Proposed Discussion Topics

- Leadership in Music Education
- Curriculum Studies and Pedagogies
- Community Music and Music and Leisure
- Research Methodologies
- Musical Development and Learning Across the Life Course
- Historical, Social and Cultural Music Education Contexts
- Evaluation and Assessment in Schools
- Education in Music Professions
- Music Teacher Education and Professional Development
- Music Education Policy and Social Justice Education
- Early Childhood Music Education
- Music in Therapeutic and Special Education Contexts
- Musicians' Health and Wellbeing
- Cross Curricular and Integrated Music Practices
- Decolonising and Indigenising Music Education
- Performance





Who you will meet at ISME Virtual Conference 2022

- Members of ISME globally
- Academics (from professor to lecturer) of music education, musicology, education (in general), early childhood, community music, disability education and digital technology
- Teachers of music, early childhood specialists and disability including special education. General classroom teachers who wish to add or improve their music teaching skills in the classroom setting.
- Teacher Educators (teachers of teachers)
- Music Therapists
- Performers
- Studio Teachers
- Instrumental and Vocal One-on-One Teachers and Coaches
- Community Musicians
- Arts/Music Education Workers
- Academics researching the connections between music and the brain, and music and youth behaviour including Psychologists, Sociologists and Neurologists
- Academics researching and developing education and arts policy
- Researchers investigating research methodology in the arts and education sectors



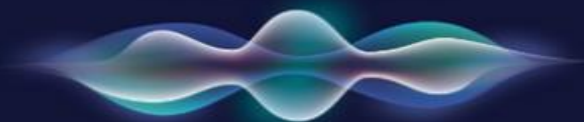
Virtual Platform

The OnAir Virtual Events platform is designed with an intuitive interface for ease of navigation. Its simplicity offers attendees, sponsors and exhibitors a comfortable way to browse content, as well as participate in various networking and engagement opportunities. For sponsors and exhibitors, a key feature is the platform's capability to provide powerful market intelligence through self-service data and analytics. [Click here](#) for a preview of OnAir.



Environmental Sustainability Policy

The Conference Organising Committee and our event management company Arinex respect our relationship with the environment and openly acknowledge the adverse effects events may have. Thus, sustainability is at the forefront of every decision we will make in order to minimise our environmental footprint. We are committed to reducing material waste and to using sustainable design and, where financially possible, carbon offsetting. We aim to work with partners and suppliers who have strong sustainable policies, encouraging environmental discussions and awareness. We encourage you to make environmentally friendly choices where possible.



"A VISIBLE VOICE"

What ISME 2022 offers you



Great value for money – The opportunities are cost effective as you will be reaching a large audience over a longer period of time without incurring costs for accommodation, travel, booth construction and freight.



Thought-Leadership – Elevate your profile through recognition as a thought-leader and influencer in the field of music education.



Ground-breaking analytics – Gain priceless market intelligence, leads and trends with access to attendee analytics, leading to more effective lead generation and return-on-investment.



Engagement – Our virtual platform will create opportunities for you to engage with stakeholders in the field of music education through your virtual showcase or the Meeting Hub and gamification.



Innovation – The virtual delivery format allows more creativity with content and interaction.

Products and Services – Capitalise on the event platform to demonstrate products, introduce programs/services and provide solutions to attendees



Extended reach – Access to an international audience which you may not have previously connected with.



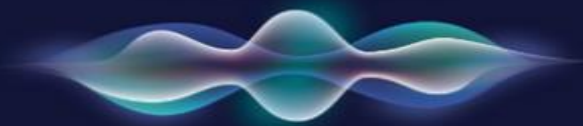
Prolonged visibility - Remain top-of-mind over a longer period of time pre- and post-Congress.



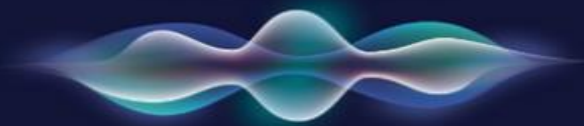


Premium Sponsorship

Premium Sponsorship – Entitlements <i>Named after the most important elements in music, these are the pinnacle partnership opportunities at ISME 2022, offering unparalleled prominence.</i>	Rhythm Partner A\$12,000 3 available	Melody Partner A\$8,000 6 available	Harmony Partner A\$4,500 Unlimited
Thought leadership			
*Sponsored symposium <i>(Sponsor to propose speaker. Topic must be educational and not a product/service promotion. Subject to Conference Organising Group approval and input. Session will be pre-recorded with a live Q&A component)</i>	1 Exclusive session	1 Concurrent session	
Session naming rights <i>(Includes pre-recorded welcome address by sponsor - Plenary 3 minutes / Concurrent 2 minutes. Sponsor to select from existing session to align with, subject to Conference Organising Group approval and availability)</i>	1 Plenary session	1 Concurrent session	
Option to contribute a short opinion piece (max. 300 words as an article or Q&A with executive) in one issue of official marketing email	√		
*Option to pre-record an Industry “Town Hall” session (5 minutes/3 slides maximum) to share knowledge <i>(Topic must be educational and not a product/service promotion. Subject to Conference Organising Group approval and input)</i>			√
Showcase (Virtual exhibition)			
Virtual showcase <i>(Exhibition for attendee interaction)</i>	√ (Top ranked)	√ (High ranked)	√ (High ranked)



and display of organisation and marketing assets and lead capture)			
Complimentary Registrations			
Virtual registrations	6	4	2
Advertising & Marketing			
Advertising video played during the Conference (Sponsor to provide video. Content subject to Conference Organising Committee approval. Time slot determined by the Conference Organising Group)	1 minute (once daily in a non-sponsored plenary session of choice)	30 seconds (choice of 1 non-sponsored concurrent session on 1 selected event day)	
Option to provide 20-second advertising video in official marketing email (Sponsor to provide video. Content subject to Conference Organising Group approval)	2 marketing emails	1 marketing email	
Attendee List (Subject to privacy laws and consent indicated by attendee)	✓	✓	✓
Market Intelligence			
Option to nominate 1 poll question during your sponsored session	✓	✓	
Option to provide 1 question to be included in attendee feedback survey post-Conference	✓		
Branding & Acknowledgment			
Profile & logo on Conference website	150 words	100 words	50 words
Logo on official Conference marketing emails	✓	✓	✓
Logo on holding slides prior to commencement of Conference daily	✓	✓	✓
Recognition as a Platform Partner on the official event platform login page	✓		
Logo on attendee login email	✓		
Recognition as an "On-Demand" Viewing Partner in the		✓	



"A VISIBLE VOICE"

announcement email to attendees post-event			
Logo on official event platform	√	√	√
Pop-up announcement on event platform	2	1	1
Use of the official social media acknowledgement tile e.g. <i>Proud Sponsor of ISME 2022</i>	√	√	√
Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference	√	√	√

All pricing reflects net costs in Australian Dollars, 10% Australian Goods & Services Tax (GST) to be added as applicable.

**Due to the nature of the Conference and in the interest of maintaining the educational quality of the program, no direct product/service promotion will be permitted. However, creative positioning of product/service may be acceptable. As an example, the sponsor may invite a music therapist to share how the usage of a product/service in their day-to-day work brings benefit to clients. The Conference Organising Group will provide input and where possible, collaborate with sponsor to guide the content creation.*

Indulge in infinite possibilities with a bespoke tailored sponsorship!

Would you like a package that is tailored uniquely to your requirements, or have a sponsorship inspiration which is not listed in this prospectus? We invite you to contact our Sponsorship and Exhibition Manager, Rosie Johansson at sponsorship@arinex.com.au or call +61 2 9265 0731 for a discussion on how we can collaborate!





Key Opportunities

Opening Ceremony Sponsor.....P.O.A. (exclusive)

ISME World Conferences have a long tradition of opening ceremonies that are highly anticipated by attendees. This is your golden opportunity to not only produce an outstanding opening ceremony broadcast for ISME 2022 worthy of a standing ovation, but also have your organisation name firmly etched in the minds of attendees for a long time to come.

- Naming rights to the Opening Ceremony, ie: “The ISME 2022 Opening Ceremony broadcast is proudly presented by <your company>”
- 2-minute welcome address by a nominated executive from the sponsor organisation at the Opening Ceremony
- Showcase (virtual exhibition)
- 2 complimentary virtual registrations
- 50-word profile and logo on Conference website
- Use of the official social media acknowledgement tile e.g. *Proud Sponsor of ISME 2022*
- Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference

“Spirit of Generosity” SponsorA\$4,000 (unlimited)

Enhance the experience of attendees by helping fund a Conference-related project or activity. The Conference will be providing an opportunity for attendees to submit a proposal to request funding for a proposed project or activity. As an example, this may include an attendee-driven activity to organise a get-together where attendees are able to congregate in-person to participate in the Conference.

- Prominent acknowledgement of the sponsor(s) support for the project/activity (*format to be determined once the successful project/activity is confirmed*)
- Showcase (virtual exhibition)
- 2 complimentary virtual registrations
- 50-word profile and logo on Conference website
- Logo on official Conference website
- Use of the official social media acknowledgement tile e.g. *Proud Sponsor of ISME 2022*
- Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference

Registration Sponsor.....A\$3,500 (exclusive)

- Logo on ISME 2022 official registration form
- Logo on ISME 2022 attendee registration confirmation emails
- 1 complimentary virtual registration
- 30-word profile and logo on Conference website
- Logo on official Conference website
- Use of the official social media acknowledgement tile e.g. *Proud Sponsor of ISME 2022*
- Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference



Plenary Session Sponsor.....A\$3,500 (limited)

- Sponsor to select from existing plenary session to align with (*Subject to Conference Organising Committee approval and availability*)
- 3-minute pre-recorded welcome address by a nominated executive from sponsor organisation
- Option to provide 20-second advertising video played prior to sponsored session commencement
- Logo on the session listing in the official timeline/program on the event platform
- 1 complimentary virtual registration
- 30-word profile and logo on Conference website
- Use of the official social media acknowledgement tile e.g. *Proud Sponsor of ISME 2022*
- Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference

Concurrent Session Sponsor.....A\$2,500 (limited)

- Sponsor to select from existing concurrent session to align with (*Subject to Conference Organising Committee approval and availability*)
- 2-minute pre-recorded welcome address by a nominated executive from sponsor organisation
- Option to provide 15-second advertising video played prior to sponsored session commencement
- Logo on the session listing in the official timeline/program on the event platform
- 1 complimentary virtual registration
- 25-word profile and logo on Conference website
- Use of the official social media acknowledgement tile e.g. *Proud Sponsor of ISME 2022*
- Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference

“A Helping Hand” - Attendee Sponsor.....A\$2,000 (unlimited)

As a sponsor, you are able to elect whether to:

- *Donate into a general fund to sponsor an attendee from ISME membership tiers 4-6 (recipient to be selected by the Awards Committee)*
- *Sponsor an attendee from a specific tier or country within ISME membership tiers 4-6 (sponsor to nominate the tier or country, and recipient to be selected by the Awards Committee)*
- *Nominate an individual attendee of your choice from a country within ISME membership tiers 4-6 (sponsor to nominate the country and select the recipient)*

Along with;

- 1 complimentary virtual registration
- 25-word profile and logo on Conference website
- Use of the official social media acknowledgement tile e.g. *Proud Sponsor of ISME 2022*
- Use of Conference logo until the end of November 2022 to showcase your alignment with the Conference

Advertising

Information and specifications will be provided after booking confirmation.

- **Website Banner** - A\$1,000 throughout the lead-up and during the Conference (limited)
- **Session Advertisement** - 20-second video A\$700 / 10-second powerpoint Still A\$500 (*displayed prior to a nominated unsponsored session*) (limited and cost quoted is per occurrence)
- **Banner in Conference marketing email** - A\$400 per electronic direct mail (limited)

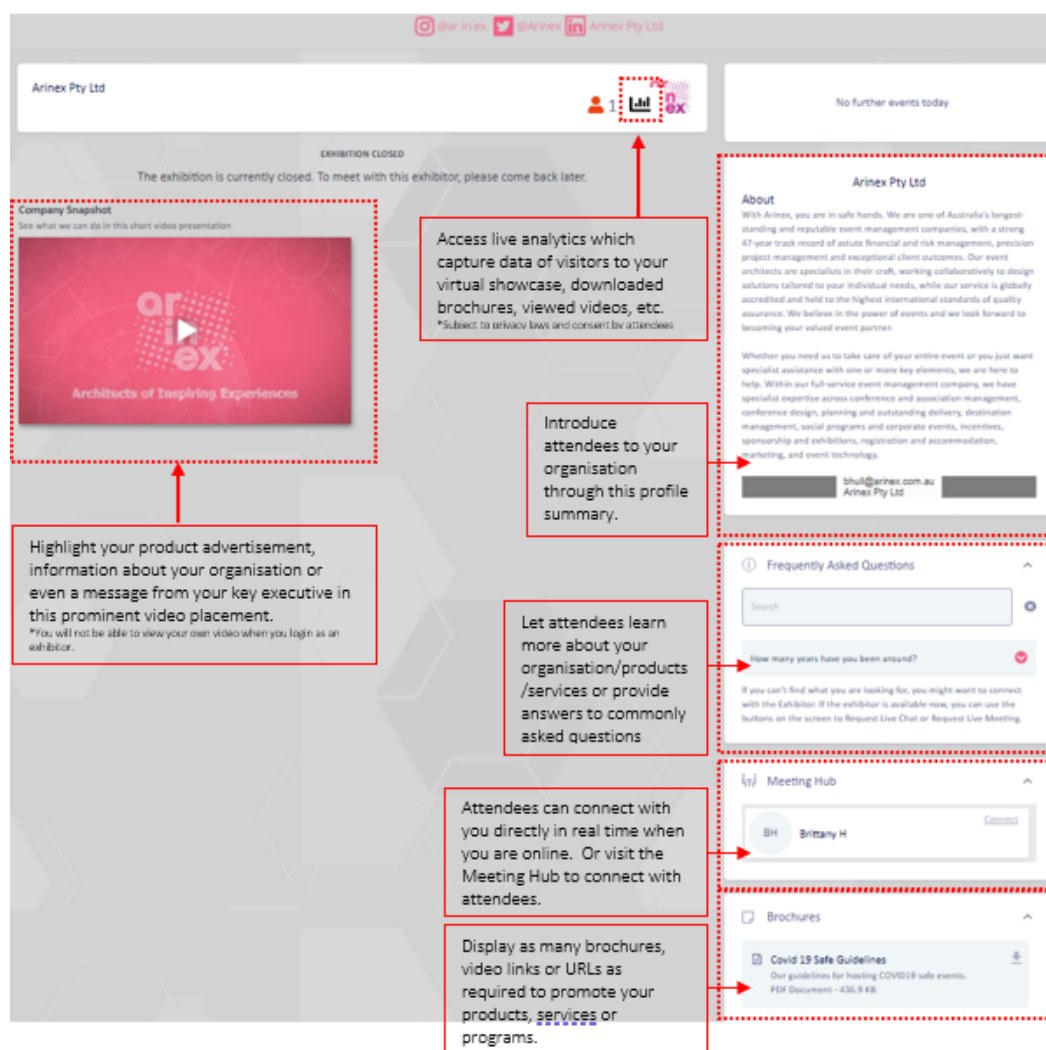
Exhibition

Virtual Showcase (Online Exhibitor)A\$1,800

Each virtual showcase includes:

- Two (2) virtual registrations inclusive of access to all sessions
- Self-service live analytics available
- Connect with attendees via messaging and video chats
- Prominent organisation logo
- Organisation profile
- Unlimited downloadable resources (PDFs and videos)
- Option to add FAQ for attendees to learn more about the organisation
- Access to all Conference sessions
- Comprehensive exhibitor guidelines
- Attendee list post-Conference (*Subject to privacy laws and consent indicated by attendees*)
- Social media tile to promote your involvement in the Virtual Showcase
- Option to host a live-presentation from your showcase

Example show below:





"A VISIBLE VOICE"

Conference Managers

Arinex Pty Ltd has been appointed as the official Professional Conference Organiser (PCO) and looks forward to delivering an inspiring experience.



Sponsorship & Exhibitions Account Manager
35th World Conference of the International Society of Music Education (ISME 2022)
Arinex Pty Ltd

Address: S3, The Precinct
12 Browning Street
West End
QLD 4101
Australia

Tel: + 61 2 9265 0700

Email: sponsorship@arinex.com.au

Website: ismeworldconference.org

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ISME 2022 - Sponsorship / Exhibition Booking Form



Sponsorship & Exhibition Managers
Arinex Pty Ltd
S3, The Precinct
12 Browning Street
West End, QLD 4101
Australia
Email: sponsorship@arinex.com.au

ABN: 28 000 386 676
Tel: +61 2 9265 0700

Attention: Rosie Johansson

In respect of the **35th World Conference of the International Society of Music Education 2022**

Organisation name (for marketing purposes)		
Organisation name (for invoicing purposes)		
Address		City
Postcode	State	Country
Main Sponsor / Exhibitor contact: Mr / Mrs / Ms / Other:		
Name		Position
Tel		Mobile
Email		Website

How did you find out about the Event?

☐ Website ☐ Direct Marketing Email ☐ Colleague or Friend ☐ Other

If other, please specify:

Sponsorship / Exhibition Package(S) Requested

Cost A\$

- | | | |
|----|-------|-------|
| 1. | | |
| 2. | | |
| 3. | | |

Amount Payable	A\$
50% deposit payable thirty (30) days from date of invoice (Full Payment/Balance due 15 April 2022) (incl. GST)	A\$

Credit Card Authorisation

To secure your booking please complete the below credit card authorisation.

The below credit card will only be used to guarantee payment of past due invoices including cancellation fees. We will notify you by email prior to charging the card. However, Arinex is not obligated in any way to extend further terms.

Please note all transactions by credit card will appear on your statement as payment to: 'Event by Arinex'. A credit card surcharge may apply for payment processing.

Please charge the total amount above to the following credit card

☐ MasterCard ☐ Visa Card ☐ AMEX

Credit card number ____ / ____ / ____ / ____

Expiry Date ____ / ____

CCV ____

Name on card _____

Signature _____

Date ____ / ____ / ____

ISME 2022 - Sponsorship / Exhibition Booking Form



Payment Details (please tick)

- ☐ We wish to pay via EFT. Bank details will be provided by the Sponsorship & Exhibition Managers with your tax invoice.
- ☐ We wish to pay via the above credit card. We have noted that a processing fee may apply.
- ☐ We wish to pay with a different credit card. (Please note - a separate payment form will be provided for you to include your credit card information)

Please note: All bookings under \$2,500 must be paid via credit card and the full amount payable will be charged at time of booking.

Yes, I have read and agree to the booking terms and conditions on the following page.

Authorised by _____
(please print name)

Date _____

Signature _____

Please note that your booking will not be processed unless all sections of this form are completed.

SEE OVER FOR TERMS AND CONDITIONS ►

ISME 2022 Sponsorship / Exhibition Booking Form

Sponsorship Booking Terms and Conditions

1. Where applicable, Goods and Services Tax (GST) is applicable to all goods and services offered by the Sponsorship & Exhibition Managers.
2. Sponsorship will be allocated only on receipt of a signed Booking Form and Booking Terms and Conditions. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable thirty (30) days from the date of the tax invoice. The balance is due and payable by **15 April 2022**. Applications received after **15 April 2022** must include full payment. Payments for sponsorship of \$5,000 and under will be required to be paid by credit card and will be charged the full amount following booking.
3. All monies are payable in Australian dollars.
4. All monies due and payable must be received by the Sponsorship & Exhibition Managers prior to the event. No organisation will be listed as a sponsor in any official Event material until full payment and a completed, signed booking form have been received by the Sponsorship & Exhibition Managers.
5. If sponsorship payment is not received by **15 April 2022** you will receive an email notifying you that the authorised credit card supplied on the Booking Form will be charged for the remaining unpaid amount.
6. **Cancellation Policy** - In the event of cancellation by the sponsor, a service fee of 50% of total fees applies for cancellations prior to **17 January 2022**. No refunds will be made for cancellations after this date and full payment will be due and payable. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable, and the Sponsorship & Exhibition Managers will issue an invoice which will be payable within seven (7) days. After sponsorship has been confirmed and accepted, a reduction in sponsorship is considered a cancellation and will be governed by this cancellation policy. All communications regarding cancellation must be made in writing.
7. No sponsor shall assign, sublet or apportion the whole or any part of their sponsorship package except upon prior written consent of the Sponsorship & Exhibition Managers.
8. Sponsorship monies will facilitate towards the successful planning and promotion of the Event in addition to subsidising the cost of management, communication, invited speakers, program and publications. Sponsorship monies are not expended on any entertainment incurred which is incidental to the activities of the Event.
9. Sponsorship entitlements including organisation logo on the Event website and other marketing material will be delivered only after receipt of the required deposit or full payment.
10. Nomination of speakers will be subject to written approval by the speaker and the Program Committee. Furthermore, at the sole discretion of the Program Committee, sponsored speakers may be asked to speak at additional keynote and/or concurrent sessions.
11. The speaker's contract will specify that speakers must present leading edge, non-commercial papers with no obvious product endorsement and specify that speakers must act ethically, not commenting on other speakers, their presentations or sponsors' products.
12. Following approval from the Program Committee, sponsors will be expected to negotiate directly with their nominated speaker and cover all costs relating to the speaker's attendance at ISME 2022.
13. Sponsors may have the sponsored speaker present at breakfasts, optional workshops and/or commercial sessions within the Event but at no other public, external or by invitation appearances pre or post the Event for a period of thirty (30) days.
14. After the sponsor has agreed with the speaker to commit to the program and associated costs have been negotiated, the Event Managers will then conduct the speaker liaison in relation to obtaining abstracts, papers, copyright waiver, speaker a/v requirements and any other appropriate arrangements.
15. Sponsors whose agreed entitlements include the right to host an endorsed private function will do so at their own expense and at a time and date approved by the Sponsorship & Exhibition Managers and the International Society for Music Education.
16. Hosting of private functions in conjunction with the Event is limited to those sponsors who have obtained such a right within their sponsorship entitlements. The purpose of this condition is to avoid conflict between official Event functions and private functions.
17. The Delegate List may be used by the sponsor (if entitled to do so under their sponsorship entitlements) for the purpose of contacting Event delegates only. The list must not be used by the sponsor for any purpose related to future events and shall not be transferred in whole or in part to any third party. The Delegate List may be used for up to a twelve-month period from the start date of the Event. The inclusion of email addresses is at the discretion of the Sponsorship & Exhibition Managers. The Delegate List will exclude those persons who have refused consent of their information in accordance with Privacy Acts.
18. You agree that no promise, warranty or representation has been made to you by the Sponsorship & Exhibition Managers regarding any benefit expected or other expectation you may have regarding entry in this Agreement and that you alone bear full responsibility for the sponsorship package chosen by or allocated to you.
19. The Sponsorship & Exhibition Managers will have no liability to you of any kind if anything not of their doing occurs that you may consider causes you loss or damage of any kind. In the event of cancellation or interruption of the Event, the Sponsorship & Exhibition Managers will have no liability to you other than any refund to which you may be entitled from the Event venue.

ISME 2022 Sponsorship / Exhibition Booking Form

20. Privacy Statement

☐ YES, I consent to my details being shared with suppliers and contractors of the Event to assist with my participation; being included in participant lists and for the information distribution in respect of other relevant events organised by the Sponsorship & Exhibition Managers.

☐ NO, I do not consent.

21. Force Majeure Event

- (a) Subject to the following provisions of this clause, if a Party is or will be affected by Force Majeure:
 - (i) such Party will immediately notify the other Party of the Force Majeure event and its anticipated impact on the performance of this Agreement.
 - (ii) such Party will not be liable for any delay or failure to perform its obligations pursuant to this Agreement caused by such Force Majeure.
 - (iii) if a delay or failure by such Party to perform its obligations is caused or anticipated due to a Force Majeure, the performance of such obligations will be suspended.
 - (iv) if a delay or failure by a Party to perform its obligations due to such Force Majeure exceeds thirty (30) days, the other Party may immediately terminate this Agreement by providing notice in writing to the other Party.
- (b) If the Event is delayed, postponed, altered, or cancelled by a Force Majeure:
 - (i) neither Party will exercise a right or remedy under this clause unless and until the Parties have endeavoured to agree upon amendments to this Agreement for the delay, postponement, alteration or cancellation of the Event.
 - (ii) Arinex will not be obliged to refund to the sponsor any part of payments already made under the Agreement.
- (c) It is the intention of the Parties that this clause will supplant the common law doctrine of frustration and the operation of the *Frustrated Contracts Act 1978* (NSW) and equivalent legislation in other jurisdictions, to the extent applicable.

22. Late Bookings are possible, but choices may be limited. Sponsors and exhibitors contracted less than four (4) weeks prior to the conference start date will be charged a 15% surcharge.

Online Exhibition Booking Terms and Conditions

1. Where applicable, Goods and Services Tax (GST) is applicable to all goods and services offered by the Sponsorship & Exhibition Managers.
2. A letter of confirmation will be provided to confirm the booking together with a tax invoice for the required 50% deposit. The deposit is payable thirty (30) days from the date of the tax invoice. The balance is due and payable by **15 April 2022**. Applications received after **15 April 2022** must include full payment. Payments for exhibition of \$5,000 and under will be required to be paid by credit card and will be charged the full amount following booking.
3. All monies are payable in Australian dollars.
4. All monies due and payable must be received by the Sponsorship & Exhibition Managers prior to the event. No exhibitor will be permitted online access to commence showcase set up or be listed as an exhibitor in the online publications until full payment and the signed Booking Form and Terms & Conditions have been received by the Sponsorship & Exhibition Managers.
5. If exhibition payment is not received by **15 April 2022** you will receive an email notifying you that the authorised credit card supplied on the Booking Form will be charged the remaining unpaid amount.
6. **Cancellation Policy** - In the event of cancellation by the exhibitor, a service fee of 50% of total fees applies for cancellations prior to **17 January 2022**. No refunds will be made for cancellations after this date and full payment will be due and payable. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable, and the Sponsorship & Exhibition Managers will issue an invoice which will be payable within seven (7) days. All communications regarding cancellation must be made in writing.
7. The Sponsorship & Exhibition Managers will not discount or refund for any facilities not used or required.
8. In the use of the exhibition space/booth/display table allocated to you, and at all times in and around the Event premises, you must: (a) exercise due care for the persons and will be solely liable for any harm to any person, or loss of or damage to property or premises you or your personnel cause by any act or omission, whether or not found negligent; (b) not engage in any allegedly unlawful conduct; and (c) not use or display any material that is alleged to infringe the intellectual property (including any moral rights) of any other person. The Sponsorship & Exhibition Managers reserve the right to terminate your use of the exhibition Showcase allocated to you, without liability to you, and you will be liable for any loss or damage suffered by the Sponsorship & Exhibition Managers, if any of these things occur or are threatened by you.

ISME 2022 Sponsorship / Exhibition Booking Form

9. No exhibitor shall assign, sublet or apportion the whole or any part of their Showcase except upon prior written consent of the Sponsorship & Exhibition Managers.
10. The Delegate List may be used by the exhibitor (if entitled to do so under their exhibition entitlements) for the purpose of contacting Event delegates only. The list must not be used by the exhibitor for any purpose related to future events and shall not be transferred in whole or in part to any third party. The Delegate List may be used for up to a twelve-month period from the start date of the Event. The inclusion of email addresses is at the discretion of the Sponsorship & Exhibition Managers. The Delegate List will exclude those persons who have refused consent of their information in accordance with Privacy Acts.
11. You agree that no promise, warranty or representation has been made to you by the Sponsorship & Exhibition Managers regarding any benefit expected or other expectation you may have regarding entry in this Agreement and that you alone bear full responsibility for the exhibition package chosen by or allocated to you.
12. The Sponsorship & Exhibition Managers will have no liability to you of any kind if anything not of their doing occurs that you may consider causes you loss or damage of any kind. In the event of cancellation or interruption of the Event, the Sponsorship & Exhibition Managers will have no liability to you.
13. Privacy Statement
23. ☐ YES, I consent to my details being shared with suppliers and contractors of the Event to assist with my participation; being included in participant lists and for the information distribution in respect of other relevant events organised by the Sponsorship & Exhibition Managers.
24. ☐ NO, I do not consent.
25. Force Majeure Event
- (a) Subject to the following provisions of this clause, if a Party is or will be affected by Force Majeure:
- (i) such Party will immediately notify the other Party of the Force Majeure event and its anticipated impact on the performance of this Agreement.
 - (ii) such Party will not be liable for any delay or failure to perform its obligations pursuant to this Agreement caused by such Force Majeure.
 - (iii) if a delay or failure by such Party to perform its obligations is caused or anticipated due to a Force Majeure, the performance of such obligations will be suspended.
 - (iv) if a delay or failure by a Party to perform its obligations due to such Force Majeure exceeds thirty (30) days, the other Party may immediately terminate this Agreement by providing notice in writing to the other Party.
- (b) If the Event is delayed, postponed, altered, or cancelled by a Force Majeure:
- (i) neither Party will exercise a right or remedy under this clause unless and until the Parties have endeavoured to agree upon amendments to this Agreement for the delay, postponement, alteration or cancellation of the Event.
 - (ii) Arinex will not be obliged to refund to the sponsor any part of payments already made under the Agreement.
- (c) It is the intention of the Parties that this clause will supplant the common law doctrine of frustration and the operation of the *Frustrated Contracts Act 1978* (NSW) and equivalent legislation in other jurisdictions, to the extent applicable.
26. Late Bookings are possible, but choices may be limited. Sponsors and exhibitors contracted less than four (4) weeks prior to the conference start date will be charged a 15% surcharge.