



Early Careers Symposium 2018

Sponsorship & Exhibitor Package Information



INTRODUCTION

The number one event for those early in their careers in the explosives and weapons industry, the Early Careers Symposium is now in its fourth year and looking to improve the interaction between delegates and industry. The event attracts a large cohort of delegates who are within the first 10 years of their career in the industry, as well as a number of more senior delegates and VIP speakers & guests.

This year the event will take place from 9th – 10th July at Chesford Grange in Warwick. The event team have put together a series of sponsorship packages and invite you to join us at this event. Within a dedicated display area, we are hoping to showcase the products and services of an array of companies, academic institutes and Government departments. We believe that this event will not only offer a chance for organisations to showcase themselves but also a unique opportunity to engage directly with delegates within their early career who are the future engineers, scientists, technicians and more of the weapons and explosives industry.

We anticipate a good demand for our very competitive sponsorship packages and would encourage interested organisations to book their place at the earliest opportunity to avoid disappointment.

The Early Careers Symposium team thanks you in advance and looks forward to meeting you at the Symposium in the summer.

Sincerely,

Lee Thornhill MIEpE, ECFG Chair



Early Careers Symposium 2018

MAIN CHARGE

Cost: £200

ONE
AVAILABLE

Exhibition Stand

- ◆ Prime location, with electric

SOLD OUT

Conference Sponsor

- ◆ Verbal acknowledgment as Main Charge Sponsor in open & closing address

Advertising

- ◆ Acknowledgement as Main Charge Sponsor (company logo) on: Conference programme, dinner menu, conference name badges, company merchandise/brochure in attendees goodie bag, half page advert in one edition of Explosives Engineering.

Delegate Listing

- ◆ Delegate list 7 days prior to the event which includes: name, position title, company and email address - all subject to delegate consent

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BOOSTER

Cost: £100

**TWO
AVAILABLE**

Exhibition Stand

- ◆ Prime location, with electric

Advertising

- ◆ Acknowledgement as Booster Sponsor (company logo) on:

Tent cards at drinks reception, quarter page advert in one addition of Explosives Engineering



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DETONATOR

Cost: £80

**FIVE
AVAILABLE**

Exhibition Stand

- ◆ Standard stand location, with electric

Advertising

- ◆ Company logo on dinner menu

INITIATOR

Cost: £50

**TEN
AVAILABLE**

Exhibition Stand

- ◆ Standard location for table top & pop up banner

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Sponsorship Form

FULL NAME:	
COMPANY NAME:	
POSITION:	
CONTACT NUMBER:	
CONTACT EMAIL:	

CONFERENCE SPONSORSHIP PACKAGES				
PACKAGE NAME	INCLUDED	PRICE	TICK	AVAILABLE
Main Charge	- Table top stand - Half page advert in one edition of <i>Explosives Engineering</i> - Company logo on conference programme and Dinner Menu - Company logo on conference name badges given to all attendees - Company merchandise/brochure included in attendee goody	£200	<input type="checkbox"/>	1
Booster	- Table-top stand - Quarter page advert in one edition of <i>Explosives Engineering</i> - Company logo tent cards at drinks reception	£100	<input type="checkbox"/>	2
Detonator	- Table-top stand	£80	<input type="checkbox"/>	5
Initiator	- Table-top stand	£50	<input type="checkbox"/>	10
Notes:[1] To be supplied no later than (April 17th 2018)				

SPONSORSHIP FORMS MUST BE RECEIVED NO LATER THAN (1st March 2018)

Return your completed form to the address below or by email to events@iexpe.org and we will be in touch.

The Events Team

Web: www.iexpe.org

Email: events@iexpe.org

Tel: 01785 594136

Post: IExPE, Ground Floor, Unit 1 Greyfriars Business Park, Frank Foley Way, Stafford ST16 2ST



SPONSOR & EXHIBITOR AGREEMENT

Terms & Conditions

1. Agreement for space

- 1.1 The organization detailed in the sponsorship & exhibitor booking form (“Exhibitor”) shall submit an application for exhibit space no later than (DATE) to IExpE, whose registered address is Unit 1, Greyfriars Business Park, Frank Foley Way, Stafford, ST16 2ST, registered in England & Wales under company number 07905911. The Exhibitor shall provide its logo, title, a description of its business activities and a clear and accurate description of its products and services in accordance with the Sponsorship and Exhibitor Booking Form (the “Booking Form”).
- 1.2 The Booking Form will be reviewed by IEXPE and if the booking is accepted the IEXPE will send a notice of space agreement to the Exhibitor. Receipt by the Exhibitor of the notice of space agreement constitutes an agreement for the right to use the space subject to the terms of the booking form, the notice of space agreement and this Sponsorship and Exhibitor Agreement (collectively, the “Agreement”)
- 1.3 IExpE retains the right to refuse to offer a notice of space agreement to any applying Exhibitor, without providing reasons. IEXPE may prohibit a particular product or service from exhibition without providing reasons.
- 1.4 Neither IExpE nor the venue owners (or their respective agents or employees) shall be liable for damages or loss arising from IExpE’ s exercise of 1.3 above.

2. Application/Agreement and Right of Refusal

- 2.1 Payment for the sponsorship & Exhibitor package is required 30 days from invoice OR if ordered within 30 days of the date of the conference payment is due with the order. Failure to pay in accordance with this provision may result in the exhibition space being reallocated to another exhibitor.
- 2.2 IExpE may, in its sole judgment, within thirty (30) days of receipt, reject the Exhibitor’s application, in which case any fees submitted by the exhibitor will be returned. IExpE will not be liable for any damages or costs incurred by such rejection. IExpE reserves the right to take action as necessary to ensure compliance with the terms of Agreement.



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3. Liability and Insurance

- 3.1 The Exhibitor shall be liable and responsible for all equipment, brochures, materials, exhibits, and other property of the Exhibitor, its employees, contractors at all times.
- 3.2 Hosts assume no liability whatsoever for loss or damage through any cause, of show materials or other goods, hand-carried items, exhibits, or other materials owned, rented, or leased by the exhibitor. If insurance for such loss or damage is desired, it must be obtained independently by the Exhibitor and at the Exhibitors sole cost.

4. Cancellation by Exhibitor

- 4.1 Once registered, Exhibitor may cancel by providing IExpE with written notice 28 (twenty-eight) days prior to the first day of the event. Exhibitor shall not be entitled to a refund where a notice of cancellation is received by IExpE after this date.

In the event that an exhibitor wishes to cancel their exhibition space or fails to meet any of the payment obligations (whether as to the amounts or dates of payment) previously agreed, then IExpE reserve the right (but without being obliged to do so and without prejudice to any other right or remedy available to IExpE) to apply the following cancellation charges and to re-allocate such spaces.

Cancellation Occurring:

Within 4 weeks of the event	100%
Between 7-5 weeks of the event	75%
Between 10-8 weeks of the event	50%

If the exhibitor wishes to cancel then written notice of such wish must be forwarded to IExpE via email vickihall@iexpe.org or via Recorded delivery and any such notice shall be deemed duly served on the day of receipt (not being a Saturday, Sunday or Public Holiday)

- 4.2 Notwithstanding that IExpE may resell or reallocated the cancelled space after payment of the cancellation charges IExpE shall be under no obligation to reimburse all or any part of such cancellation charges.

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5. Shipment and installation of Exhibits

5.1 After receipt and acceptance of signed booking form and receipt of the relevant fees, an Exhibitor Pack will be sent to each Exhibitor in advance of the event unless the receipt of the Booking Form and Fees are not received within a reasonable time prior to the event, in which case IExpE will make reasonable efforts to ensure that the Exhibitor receives the Exhibitor Pack Prior to the event)

6. Exhibit Hours

6.1 The exhibit hall will be available for setup and attendance during the hours set out in the Exhibitors Pack.

7. Multiple Exhibitors in Same Space

7.1 Exhibitors shall not, in any way, assign, sublet, share, or apportion all or any part of the exhibit space allotted to any other party without prior written consent of IExpE.

8. Legal and Compliance and use of Exhibit Space

- 8.1 Exhibitor must comply with all laws and regulations. In addition, Exhibitor shall comply (and ensure its employees or agents comply) with any rules, requirements or regulations notified to Exhibitor by the hosts (Is this IEXPE? Or someone else? Please define) including any health and safety requirements and the Exhibitor Pack.
- 8.2 All activities must be confined to the Exhibitors exhibit area. Distribution of literature or promotional items outside the confines of the contracted exhibit area is prohibited without prior written approval from IExpE.
- 8.3 All registered attendees are invited to attend the conference unless host issues "Exhibit only" or Visitor" passes. THIS IS NOT CLEAR – who is the "host" ? is the conference separate from the exhibition? You need to make this clear,
- 8.4 No film, videos or photos may be taken during the conference without written permission from IExpE.
- 8.5 Exhibitors and their servants and agents should at all times conduct themselves in a manner appropriate to a professional conference, and with respect and courtesy to other exhibitors and attendees.
- 8.6 Failure by Exhibitor (including exhibitor's agents, employee, and contractors) to comply with any of the provisions of this agreement may result in the immediate removal of exhibitor from the conference in its entirety or any part thereof as IExpE, in its sole discretion, decides. Exhibitor will be liable for all related costs and expenses.



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9. Minimum Age Policy

9.1 The attendance of persons under 18 years must be specifically approved by IExpE prior to the event.

10. Fire, building or health and safety regulations

10.1 Combustible or explosive materials and substances may not be used. Exhibitor must not bring into the venue any hazardous substance, article or equipment. If the Exhibitor wishes to use an item which may pose a risk then Exhibitor shall ensure that any requirements imposed by law or by hosts?? in relation to its transportation, Storage, or use are complied with.

10.2 All packing materials must be removed from the exhibit area and stored in an appropriate area.

11. Care of Premises

11.2 Exhibitor shall ensure that no materials are pasted, nailed, or otherwise affixed to the structure, surfaces or other contents of the venue in a way that might mark, soil, deface or damage the venues structure, contents, equipment or furnishings. Damage or cleaning of exhibit space or any part of the exhibit area caused by the exhibitor, its employees, agents or a contractor engaged by the exhibitor is the full responsibility of the Exhibitor.

11.2 Before leaving the venue, Exhibitor shall ensure that its exhibit area is clean, undamaged and free from rubbish. It shall remove any items it brought into the venue.



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12. Exhibitor Identification Badges

12.1 Exhibitor identification badges (“Badges”) will be furnished to designated Exhibitors and will be available at the registration desk on the first day of the event.

12.2 Badges shall be visibly displayed by all exhibitor representatives at all times within the exhibit area.

12.3 Badges are allocated at the registration desk and are non-transferable between attendees.

12.4 Badges must be worn at all times.

13. Force Majeure

13.1 If the event is unable to take place due to circumstances wholly outside of the control of either party (“acts of God”) lexpe is not liable for any costs or expenses arising incurred by the Exhibitor.

14. Jurisdiction.

14.1. This agreement is made under the law of England and Wales and any dispute arising between the parties must be resolved within the jurisdiction of England and Wales.



Early Careers Symposium 2018



9th & 10th July 2018

Chesford Grange Hotel, Kenilworth, Warwick, CV8 2LD



SSSG
Sector Skills Strategy Group

EARLY CAREERS
2018

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