

P&Cs QLD STATE CONFERENCE 2026
TERMS AND CONDITIONS FOR SPONSORS AND EXHIBITORS

GENERAL

- a. Trade exhibition placement will be at the discretion of P&Cs Qld. Where possible, P&Cs Qld will aim to accommodate preferences if requested. Should the floor plan require expansion or retraction, P&Cs Qld has the right to make the necessary changes at its sole discretion without prior written notice to the exhibitor.
- b. P&Cs Qld, and the organiser reserves the right to immediately terminate the booking of any sponsor or exhibitor found to be in breach of these terms and conditions or those of the venue, Brisbane Convention and Exhibition Centre (**Venue**).
- c. Your participation as a sponsor and/or exhibitor at the sole discretion of P&Cs Qld and is subject to your compliance with these terms and conditions. P&Cs Qld reserves the right to amend or replace any of these terms or conditions at its sole discretion and on notice to the sponsor and/or exhibitor.
- d. These terms and conditions and the signed acceptance form constitute the entire agreement between the sponsor and/or exhibitor and P&Cs Qld. Any prior arrangements, agreements, representations or undertakings are superseded on acceptance of these terms and conditions by the sponsor and/or exhibitor.
- e. The sponsor and/or exhibitor must not use or disclose any of P&Cs Qld's information that by its nature is confidential or the sponsor and/or exhibitor knows, or ought to know, is confidential (excluding information in the public domain), except where required by law or to the extent necessary to exercise its rights and perform its obligations under these terms and conditions.

EXHIBITION AREA

- a. The general rule of the is to 'Be a Good Neighbour' - no exhibits will be permitted which interfere with the use of, or impede access to, other exhibits or impede the free use of the aisle. Apart from the specific display space allocated for an exhibitor or sponsor by P&Cs Qld, no part of the exhibition area or its grounds may be used by an organisation other than P&Cs Qld for display purposes of any kind or nature. Representatives of the sponsor and exhibitor should be appropriately attired to maintain the professional climate of the event.
- b. Exhibitors and sponsors are required to respect the entitlements of the sponsors who have purchased the right to sponsor certain elements of the event (e.g. name badges, satchels and networking dinner). If an exhibitor or sponsor is found in breach of this condition, the offending exhibit or promotional items will be removed from the premises.
- c. Each trade display includes one trestle table, two chairs and a tablecloth.
- d. Promotional material (i.e. catalogues, brochures etc.) may be displayed or distributed from the exhibitor's own stand area only.
- e. The exhibitor and/or sponsor must not display or distribute any advertisement, sign, banner, illustration or printed matter which, in the sole opinion of the P&Cs Qld event manager, is objectionable. P&Cs Qld event manager reserves the right to remove such material in his or her sole discretion.
- f. Subletting of stands or portions of stands is strictly prohibited without the prior written consent of P&Cs Qld.
- g. No exhibitor or sponsor, or its representative/s, may enter other exhibitors' stands at any time without prior permission from that other exhibitor. Failure to observe this rule may result in the unauthorised person/s being escorted from the event with no right of return.
- h. A sponsor or exhibitor must not post, tack, nail, screw, or otherwise attach anything to the walls, floors, ceiling, furniture or other properties of the Venue. Costs for repairing any damage to the exhibition hall and associated structures, fittings, decorations or furnishings will be billed to the exhibitor or sponsor responsible.
- i. To avoid noise pollution and inconvenience to others, exhibitors and sponsors must ensure that audio equipment is kept at an acceptable sound level. P&Cs Qld event manager will determine what is considered to be an acceptable sound level in his or her sole discretion.
- j. The exhibition hall at the Venue has been reserved for exhibition setup and installation during the following hours for exhibitor set up.

Region	Event Date	Venue	Bump-in times and date
Brisbane	4-6 June 2026	Brisbane Convention & Exhibition Centre	4 June 2026 (Time TBC)

- k. All exhibits must be fully operational by 8.00am on Friday 5 June.
- l. Exhibitors have from the below times to bump-out.

Region	Event Date	Venue	Bump-out times and date
Brisbane	4-6 June 2026	Brisbane Convention & Exhibition Centre	6 June 2026 (Time TBC – end of lunch)

Packaged materials may be left on the exhibitor’s stand to be removed by venue staff and stored in the venue loading dock for collection on the Monday following the event. Any material left for collection must be appropriately labelled and is left for collection at the sole risk of the exhibitor or sponsor. Neither P&Cs Qld nor the Venue accept responsibility for any material left at the venue by exhibitors or sponsors.

- m. Exhibitors’ stands must not be dismantled or packed in preparation for removal prior to the end of lunch on Saturday.

OCCUPATIONAL HEALTH AND SAFETY AND INSURANCE

- a. To ensure the safety of all participants, fire regulations must be observed. Fire regulations require that all display material be flameproofed. Any electrical installation must comply with the current Queensland Government workplace, health and safety legislation. Each sponsor and exhibitor must be aware of all laws, ordinances and regulations pertaining to health, fire prevention and public safety while participating. Compliance with such laws is mandatory for all sponsors and exhibitors and is the sole responsibility of the sponsor and exhibitor. All exhibitors must be covered for public liability claims (including coverage for injury to the person and property of others) based on a limit of indemnity of \$10,000,000 for any one occurrence.
- b. Exhibitors and sponsors must carry all necessary insurances - including insurances to cover against damage and loss to personal property – in connection with their participation at CTR.
- c. Security will be provided, but the provision of security will not be deemed to limit or exclude any liability of the exhibitor or sponsor under these terms and conditions or at law, nor will it, to the extent permitted by law, increase the liability of P&Cs Qld, and its employees, agents or contractors, or the Venue and its representatives and employees.

LIABILITY

- a. The sponsor and exhibitor attends and uses the exhibition space and all other facilities (and uses or provides the stand, equipment and materials in connection with its exhibit) at its sole risk and assumes full responsibility in connection with any liability of any kind arising from its attendance or in connection with these terms and conditions, whether based in contract, tort, statute or otherwise.
- b. The sponsor and exhibitor each indemnifies P&Cs Qld and each of its officers, employees, agents and contractors, including the Venue, (the **Indemnified Parties**) from and against all loss, damage, cost or expense (including any legal cost or expense on a full indemnity basis), demand, action, claim, judgement, liability or obligation however it arises and whether based in contract, tort, statute or otherwise, which the Indemnified Parties suffer or incur arising out of or in connection with:
 - i. a breach of these terms and conditions by the sponsor or exhibitor;
 - ii. any negligent act or omission of the sponsor or exhibitor or its employees, contractors, directors or agents;
 - iii. any injury to, or death of, a natural person and any loss of or damage to, the real or personal property of P&Cs Qld or a third party caused or contributed to by the sponsor or exhibitor, its employees, contractors, directors or agents; or
 - iv. any infringement or alleged infringement of any intellectual property right in connection with these terms and conditions or anything used or supplied by the exhibitor or sponsor in connection with these terms and conditions or the CTR.
- c. The liability of the sponsor or exhibitor to indemnify the Indemnified Parties will be reduced proportionally to the extent that a negligent act or omission of the Indemnified Parties contributed to the damage, expense, loss or liability.

PAYMENT TERMS

Full fee payment is due as per the terms of the invoice. P&Cs Qld reserves the right to cancel sponsor and trade bookings if the full payment is not received by the due date.

CANCELLATION POLICY

All cancellations or requests to reduce exhibition space after assignment, must be made in writing to arlene@pandcsqld.com.au. Cancellations made between 3 – 5 weeks prior to the event will receive a 50% refund of the total booking cost. Cancellations within 3 weeks of the event will receive no refund. No refunds will be issued until after the event.

CANCELLATION, POSTPONEMENT OR RELOCATION

- a. If P&Cs Qld determines, in its sole discretion, that the venue at which the conference is to be held is unfit for occupancy, or that the conference will be materially interfered with by reason of the elements (including adverse weather events or natural disasters), strike picketing, boycott, embargo, injunction, war, riot, emergency declared by a Government agency, or any other act beyond the control of P&Cs Qld (**Force Majeure Event**), then:
 - i. P&Cs Qld may elect, in its absolute discretion, to cancel, postpone or relocate conference or terminate the sponsor or exhibitor's booking;
 - ii. any obligation of P&Cs Qld to sponsors or exhibitors under these terms and conditions will be suspended for the duration of the Force Majeure Event; and
 - iii. P&Cs Qld will not incur liability for any loss, damage, cost or expense (including any legal cost or expense on a full indemnity basis), demand, action, claim, judgment, liability or obligation however it arises and whether based in contract, tort, statute or otherwise, that may be sustained by exhibitors as a result of such termination of the sponsor or exhibitor's booking or cancellation, relocation or postponement of the CTR.
- b. In the event of such termination, cancellation, relocation or postponement, the sponsor and/or exhibitor expressly waives any liability of P&Cs Qld and releases P&Cs Qld from all claims for damages. P&Cs Qld will provide a refund to exhibitors' after deducting all reasonable costs and expenses in connection with such exhibits incurred by P&Cs Qld.