



snow travel expo 2020

PRESENTED BY **UNITED AIRLINES**

EXHIBITOR INFORMATION

SYDNEY SNOW TRAVEL EXPO

International Convention Centre, Sydney

Sunday May 24, 2020 - Hall 1 Expo open to visitors 9am – 4pm

www.iccsydney.com.au

EXPO ORGANISER CONTACTS

Panadanus Promotions Pty Ltd, T/A Snow Travel Expo

PO Box 899 Avalon 2107 Australia.

ABN: 24 117 464 016

Website www.snowtravelexpo.com.au

Director Phil Osborn: Ph 040 309 1515 phil@snowtravelexpo.com.au

Event Director Melinda Mak: Ph 040 709 1511 melinda@snowtravelexpo.com.au

Event Manager & Accounts Zorana Osborn 0488 090 500 zorana@snowtravelexpo.com.au

STAND CONTRACTOR and FURNITURE AND AV CONTACT

Exhibit Systems Pty Ltd PO Box 709, Brookvale NSW 2100 Australia.

Ph: +61 2 9982 5511 Fax: +61 2 9982 9899

Account Manager: Martin Davey: martind@exhibitsystems.com.au ; www.exhibitsystems.com.au

VENUE

International Convention Centre, Darling Drive, Darling Harbour NSW 2000 Australia.

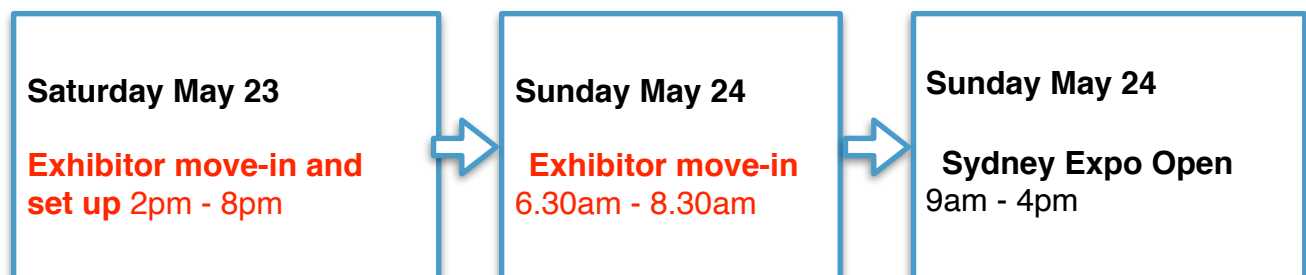
www.iccsydney.com.au

Exhibitor Services Department - **Sydney International Convention Centre**

Phone + 61 2 9215 7373 exhibitionsservices@iccsydney.com

EXHIBITOR STAND BUILDING & BUMP IN (SET UP) INFORMATION

Saturday May 23, 5am – 3pm Exhibit Systems carry out stand building.



EXHIBITOR MOVE-OUT

Sunday May 24, 4.15pm – 5.30pm (Exhibit Systems dismantle 6pm – 10pm)

No exhibitor will be permitted to remove goods prior to this time.

During Move-out, exhibitors are urged not to leave their stand unattended during this period until all their valuable exhibits have been moved or made secure.

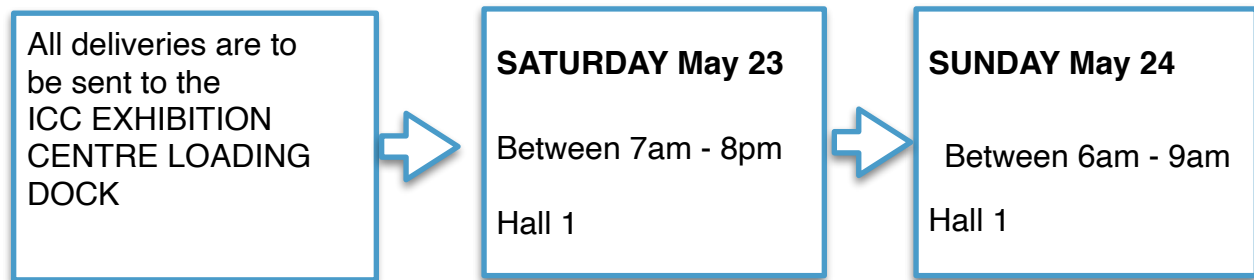
Pandanus Promotions Pty Ltd and the International Convention Centre will not accept any responsibility for missing goods.

DELIVERIES

ICC EXHIBITION CENTRE LOADING DOCK

Entrance off Darling Drive, Darling Harbour Sydney.

All deliveries *must* be addressed with this [DELIVERY LABEL](#)



[Loading Dock Information and Maps](#)

No goods will be accepted on behalf of exhibitors by ICC venue management.

No deliveries will be permitted prior to Saturday May 23.

There is no storage for exhibitors at the International Convention Centre.

All vehicles entering the ICC Exhibition Centre Loading Dock will be issued with a 30 minute unloading permit. Please advise loading dock staff if a longer time is required.

Trolleys will not be allowed on the concourse or in the car park, all goods must enter through Loading Dock, hand held items only to be carried through the concourse doors.

FREIGHT FORWARDING/ TRANSPORT/ LOGISTICS

Agility Fairs and Events is the official freight forwarder to Snow Travel Expo Sydney 2020.

Click [here](#) to apply for freight quote from Agility Fairs and Events

Specializing in exhibition freight forwarding - both domestic and international - Agility can ensure that exhibitors' product, display & merchandise are in the right place, at the right time.

Providing a complete transport, materials handling & storage service, we monitor freight from origin through to venue loading dock, ensuring goods are handled in a professional manner and all formalities/deadlines are met.

If you are using Agility, your goods will automatically be delivered to the venue and all services provided will be invoiced to you post event.

PLEASE NOTE:

The show bumps in on very tight parameters and deliveries will not be accepted at the venue earlier. Furthermore, all freight must be removed from the venue the same night as show close, no exceptions. For these reasons, we highly recommend using Agility as their service is door-to-venue and they work weekends and outside normal business hours.

Agility is a key partner to this event and has been engaged to assist you. Prior to the show, Agility will make contact to discuss and determine your individual freight and logistics requirements. In the meantime, please refer to the next section for guidance on how to place work orders.

Domestic [within Australia] freight inquiries:

Please submit your work orders by accessing Agility's Event Services Portal.

Should you require any assistance during this process, please contact:

[Katharine Barraclough](#), Domestic Event Logistics Specialist

Agility Fairs & Events

28-32 Sky Rd, MELBOURNE AIRPORT VIC 3045

Tel: +61 3 9330 9015

E-mail: kbarracough@agility.com

International [outside Australia] freight inquiries:

Please submit your request by contacting Agility's via email below.

[Mira Luplow](#), International Event Logistics Specialist

Agility Fairs & Events

28-32 Sky Rd, MELBOURNE AIRPORT VIC 3045

Tel: +61 3 9330 9027

E-mail: mluplow@agility.com

Please note:

- If you are using your own transport company, the venue cannot sign for delivery of goods on your behalf. Please ensure you make specific arrangements with your transport provider and/or ensure you have a representative onsite at the time of delivery.
- Agility Fairs & Events trading Terms & Conditions apply for all services provided – it is important that you are aware of these. [Please view Agility Fairs & Events Standard Terms & Conditions ** click here **](#)

INTERNET ACCESS - WIFI

Wireless connectivity is readily available throughout the venue. Visitors have access to free public Wi-Fi, for basic browsing, email and social media.

High bandwidth, high density and robust wireless connectivity. Speeds of up to 2mb/s per device.

Premium service and event specific network services for clients and exhibitors can be requested by completing an Internet Services Order Form.

<https://www.iccsydney.com.au/Event-Toolkit/Exhibitor-Order-Forms>

HIGH VISIBILITY VESTS

It is mandatory for all exhibitors during move-in and move-out periods to wear approved safety vests at all times. Exhibitors and contractors will not be allowed entry to the exhibition floor unless safety vests are worn.

Safety vests will be supplied by Snow Travel Expo organisers during Exhibitor move-in & move-out. All vests need to be returned to the Expo organisers.

Closed-toe shoes must be worn at all times.

Any person under the age of 15 years is prohibited from accessing ICC hall 1 and loading dock during move-in and move-out periods.

CAFÉ

The café inside the hall will be open during Expo hours and 1hr prior to expo open. There will be hot and cold food & beverages as well as a cappuccino machine for exhibitors and visitors. Café hours are 8am – 4pm.

EXHIBITORS REQUIRING APPROVAL

Exhibitor displays that include animals, helium balloons or food tastings/sampling/selling as part of their exhibit are required to submit a proposal in writing to the ICC briefly outlining the purpose of the display and how it will be used. Please note written approval must be received before proceeding with any of the above.

Food and Beverage sampling approval - [Food and Beverage Sampling Approval Form](#)

Permits [here](#) to be completed and submitted to ICC for review and approval.

INTERNATIONAL CONVENTION CENTRE EXHIBITOR SERVICES

Exhibitor Services Department - **Sydney International Convention Centre**

Phone + 61 2 9215 7373 Email: exhibitionservices@iccsydney.com

INTERNATIONAL CONVENTION CENTRE DIRECTIONS & PARKING

[Getting to the ICC and ICC Parking Information](#)

[Alternate cheaper weekend all day parking](#)

ACCOMMODATION

[Where to Stay](#)

**WE LOOK FORWARD TO WORKING WITH YOU TOWARDS A SUCCESSFUL
SNOW TRAVEL EXPO. THANK YOU FOR YOUR SUPPORT!**