



TroPro
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Milperra NSW 2214
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EXHIBITOR'S INFORMATION PACK – BRISBANE 15th -16th June 2018

- Venue:** The Auditorium
Brisbane Technology Park
1 Clunies Ross Court
Eight Mile Plains
- Directions:** Enter off Miles Platting Rd into McKechnie Drive, take the first right hand turn into Clunies Ross Court. Look for the white building with flag poles out the front.
- Show times:** Friday 9am to 4pm Saturday 9am to 2pm
Please note we are closing 1 hour earlier, each day, than previous days
- Contact before show:** 02 9773 6028 info@tropro.com.au
- Contact at show:** Geoff Warleigh 0418 202 516
- Set Up and Pack Up:** Set up from 11am to 6:30 pm on Thursday 14th June. No deliveries before 14th June
Deliveries should be made in drop-down tailgate trucks to assist unloading. There is no forklift available. There is a pallet jack.
Pack up is from 2.05 pm on Saturday
All goods to be removed by 6 pm.
- Loading and Unloading
You must not obstruct the driveway to the car park. Park along the side and remove your vehicle as soon as possible.
- Everyone that will be at set up and pull down must wear **hi-viz vests**
- Registrations:** All attendees will need to be registered. We have online registration or they can call the TroPro office to register. They will be able to register at the door but we are encouraging pre-registration.
Name tags will be supplied for all Attendees
We will send you a list of the attendees as soon as possible after the show.

- Booth Details:** Each booth is a 3x3mtr carpeted square.
It comes with 2 tables and 2 table cloths and 2 chairs.
Partitions will be placed behind booths not on a wall space
Extra tables may be purchased to hire separately.
- Partitions:** Partitions will be placed behind booths not on a building wall space
Extra Partitions can be purchased for your booth. Partitions are carpeted and will take Velcro or pins depending on the venue Size = 2mtr high x 1800mm wide.
- Electricity:** Please bring power-boards and extension leads for your power needs.
- Power:** 3Phase power is provided at all venues. Splitter boxes will be placed in island areas in which you can bring a power cord to.
- Consolidated Freight:** We have a connection with Trans coast Express who can consolidate shipping. They will pick up on Saturday Afternoon after the show and deliver to the next venue early on Thursday morning. If you would like to get a quote from them call Steve on 0433 112 971 or email him at shull@transcoast.com.au
- Parking:** Parking is metered parking. But Exhibitors can park for free in the car park behind the exhibition building. Drive around the back past the loading area and enter the exhibitor car park. If you have a trailer you can un-hitch it and take a car space with it.
- Catering:** The on-site café will be operation on both days of the show.

Accommodation Suggestion:

Brisbane Technology Park now has accommodation right at the venue with underground parking. So you can stay right at the venue. Quest Eight Mile Plains is a brand new hotel. Book in early and mention that you are a TroPro Exhibitor for a discount.

Suggestion 1:

Quest Eight Mile Plains – right at the venue
Brisbane Technology Park
1 Clunies Ross Court
Eight Mile Plains

Suggestion 2:

The Glen Hotel & Suites
Cnr Logan Rd & Gaskell St, Eight Mile Plains Brisbane Qld
Ph: 07 3270 6699
www.glenhotellandsuites.com.au
Email: reservations@glenhotellandsuites.com.au

Suggestion 3:

Travelodge Garden City
18 MacGregor Street (Cnr Logan Road), Upper Mount Gravatt Brisbane QLD
Ph: 07 3347 7400

Your Show Check List

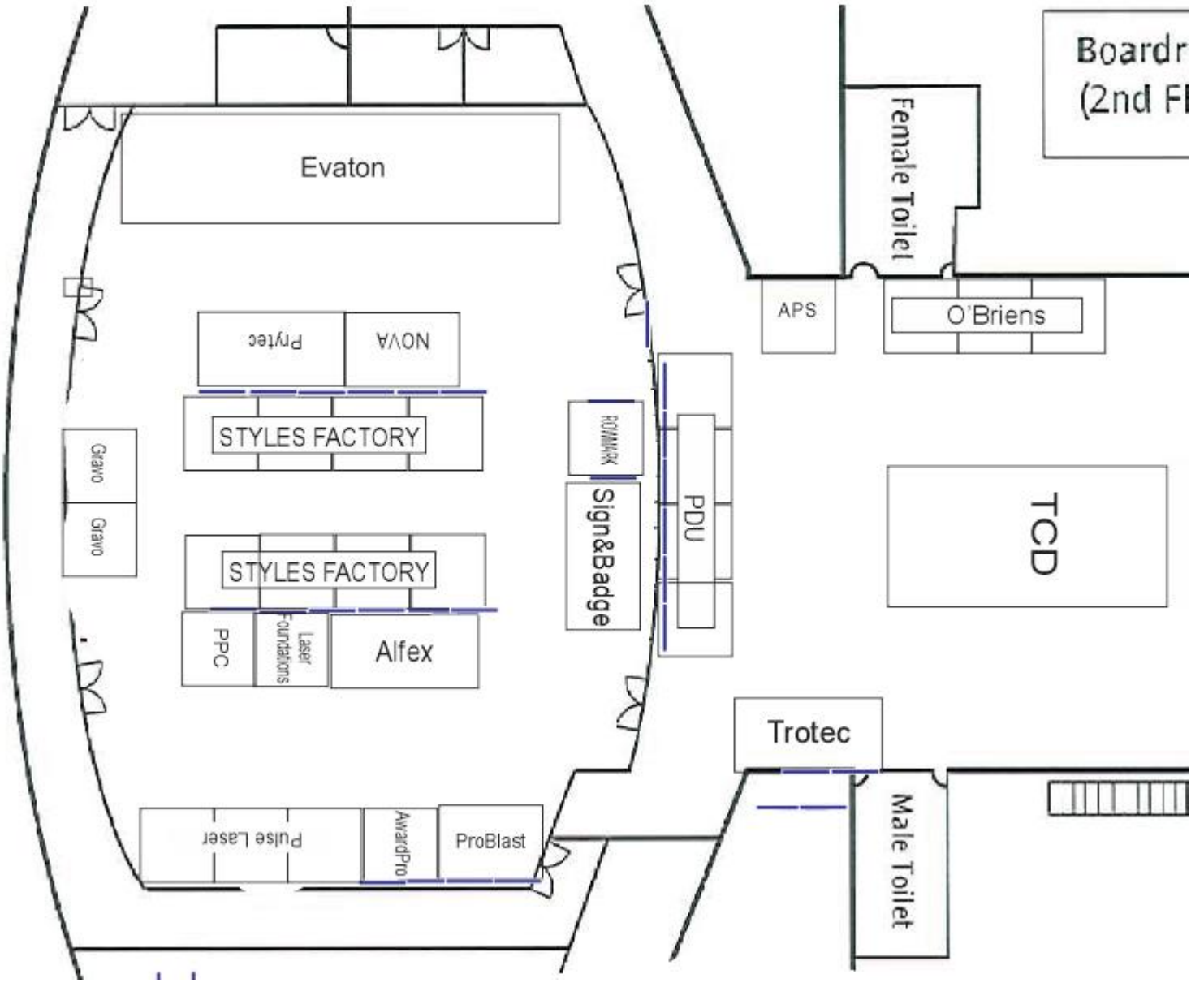
- Decide if you require extra tables, chairs and clothes
- Decide if you require any extra wall partitions
- Decide if you require Exhibitor onsite parking and for how many cars
- Make a good call and sign up for sponsorship deals
- Book your space and Pay your 10% deposit (credit card is fine)
- Pay the 50% deposit payment no later than 1st of March
- Pay the balance no later than 30th April
- Send us your sponsorship brand Ad
- Send us your Gold Sponsors editorials
- Start advertising the event to your customers
- Read the Safe Work Statement
- Get all staff attending the show to read the Safe Work Statement
- Make sure you have enough Hi-Vis Vests for your entire team
- Make sure your electrical equipment has been tagged and approved
- Decide if you want to use the consolidated freight service and if so contact Transcoast
- Print this document out and bring with you to the show.
- Go online and print out the floor plan when it is published at the end of April.

TroPro Brisbane

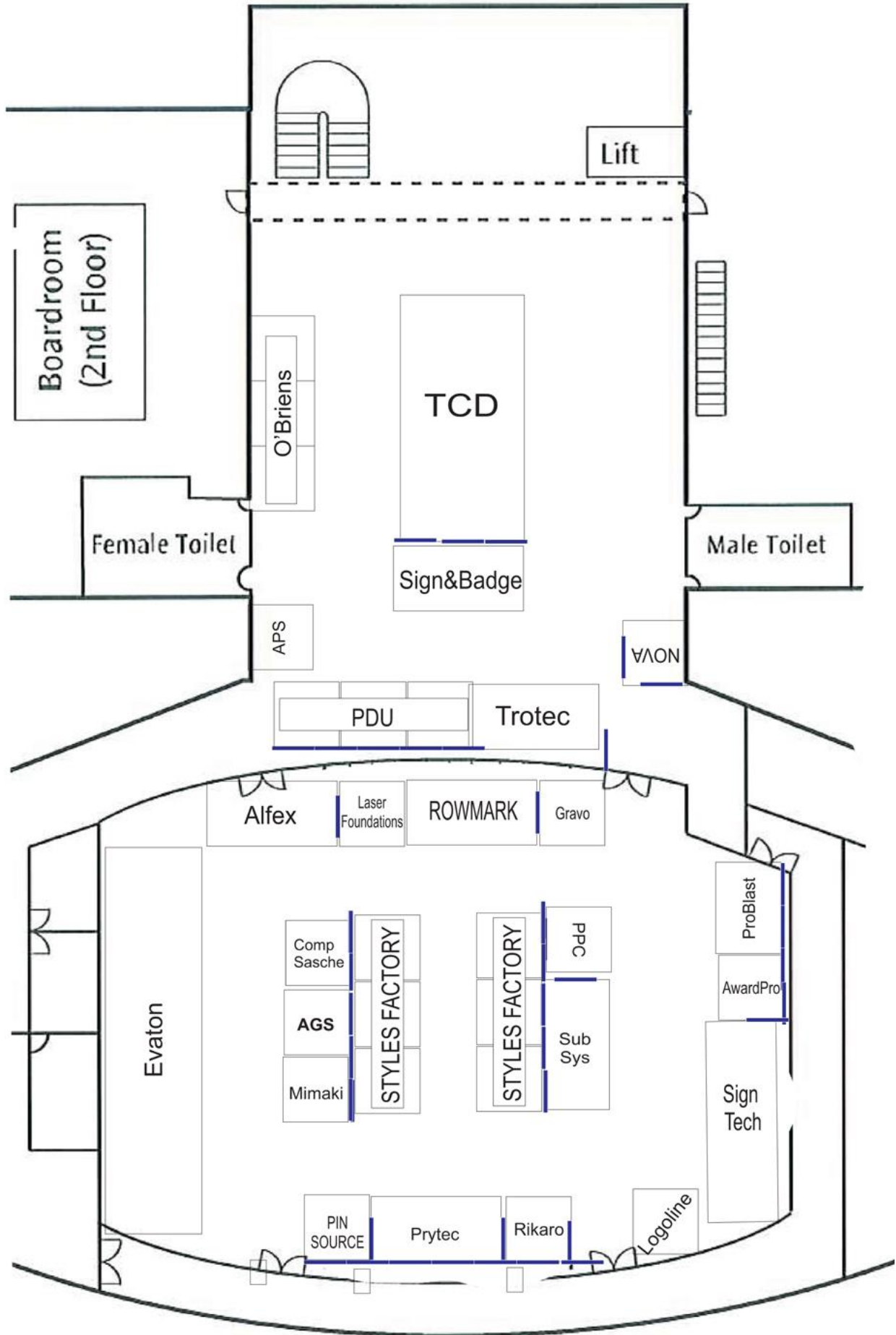


TroPro

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into McKechnie Drive
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Clunies Ross Court
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Main Entrance



TroPro Trade Show
Brisbane Technology Park
1 Clunies Ross Court
Eight Mile Plains QLD 4113

(NOTE: Drop down tailgate truck required.)

Marketing Banners for promotional use:



TROPRO

EXHIBITION DATES 2016

SYDNEY: 27-28 MAY
MELBOURNE: 3-4 JUNE
BRISBANE: 17-18 JUNE

✓ Trophies ✓ Promotional ✓ Engraving ✓ Signage ✓ Apparel

The banner features a background of several gold trophies with 'TROPRO' engraved on them. The text is overlaid on a blue and red background. A large, faint 'BRISBANE' watermark is visible across the bottom half of the image.



TROPRO

- ✓ *Trophies*
- ✓ *Promotional*
- ✓ *Engraving*
- ✓ *Signage*
- ✓ *Apparel*

EXHIBITION DATES 2016

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MELBOURNE: 3-4 JUNE
BRISBANE: 17-18 JUNE

The image is a promotional poster for TROPRO. It features a dark blue background with a white diagonal stripe in the top left corner containing the 'TROPRO' logo. To the right of the logo is a list of services with checkmarks. Below the list is a row of five golden trophies. A red rectangular box in the center contains the exhibition dates for 2016 in white text. The background also shows a faint, large watermark of the word 'BRISBANE'.

BRISBANE