



## WHAI WĀHI - PARTICIPATION

An Expression of Self



# SPONSORSHIP & EXHIBITION PARTNERSHIP PROPOSAL

Energy Events Centre  
Rotorua, New Zealand  
4th – 6th November 2025  
[www.oceaniaseatingsymposium.com](http://www.oceaniaseatingsymposium.com)

Hosted by



## INVITATION TO SPONSORS & EXHIBITORS:

**Seating To Go** is proud to be hosting the 5th Oceania Seating Symposium (OSS) in Rotorua, in conjunction with Swinburne University of Technology (Australia) and the **International Seating Symposium (ISS)**, at the Rotorua Energy Event Centre, New Zealand on the 4th – 6th November 2025.

The initial 1983 ISS meeting in Vancouver, has grown to include participants from 27 countries with sponsor conferences around the world including the U.S.A., Ireland, Brazil, Asia, and Oceania. The Oceania Seating Symposium alternates between Aotearoa, New Zealand and Australia every two years and attracts delegates and speakers from all over the world.

**The theme:** Whai Wāhi: Participation – An Expression of Self.

**Who is it for?** The event is geared towards professionals, manufacturers, suppliers, researchers and users of wheeled mobility, seating, postural care, and associated technologies.

OSS 2025 is an opportunity for our wheeled mobility and seating community to reconnect in person and share our experiences and innovations, strengthening not only our networks and relationships, but also our skillset to grow and be impactful in our position within our communities.

We invite you to be part of this event by showing your support as a sponsor or exhibitor. Your participation is vital to the success of the symposium. In acknowledgement of the investment of our partners, we have ensured the programme, associated events, and pre symposium marketing create opportunities for our partners to build networks, showcase new products and innovations, and share knowledge and expertise. We are in this together.



The following pages detail the opportunities available for sponsors, followed by exhibitor information. If you have any questions, please contact the Symposium Managers using the contact details below.

Thank you for your support.

### New Zealand Chair

Debbie Wilson  
NZROT



### Symposium Managers

Icon Conference and Event  
Management Ltd

Marleen Goedhart: +64 21 659 988  
– [events@iconevents.co.nz](mailto:events@iconevents.co.nz)

Dean Bradley: +64 21 407 125  
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## SPONSORSHIP AND EXHIBITION – MAKE YOUR PRESENCE KNOWN:

Be sure to secure your sponsorship or exhibition package early to ensure you receive optimum acknowledgement and coverage in addition to the benefits aligning with the different sponsorship levels.

Your involvement, commitment and support for OSS 2025 will be widely acknowledged as outlined in this prospectus.

Partnership provides you with the opportunity to engage key decision-makers over each day of OSS 2025, to specifically:

- **Build your brand** by maintaining a high profile among OSS 2025 delegates before, during and after the event.
- **Improve your credibility** among delegates who are keen to improve their knowledge and skills. Aligning your company with this powerful educational experience, shows your commitment to assist continuing professional development across the sector. This may generate brand loyalty.
- **Highlight products and services** among a valuable and sometimes hard-to-reach target market.
- **Reach an engaged audience** in an environment away from everyday distractions and provide an opportunity for your team to network and provide hands-on experiences.
- **Contribute to quality of the event** and assist with reducing costs to attend for attendees. Sponsorship enables a greater number of delegates to attend and thereby increases the of level active participation and exposure for your brand.

A man with a beard and a backpack is looking up in a sunlit forest. The background is a dense forest with tall trees and sunlight filtering through the leaves. The man is wearing a blue shirt and a backpack. The text is overlaid on a dark, semi-transparent box on the right side of the image.

## OSS 2025 SCHEDULE:

### Monday 3rd November

Exhibition Hall pack-in  
Registration opens

### Tuesday 4th November

Day one of OSS 2025  
Exhibition Hall open  
Welcome function (in Exhibition Hall)

### Wednesday 5th November

Day two of OSS 2025  
Exhibition Hall open  
Free public open day (Exhibition Hall)  
OSS Dinner

### Thursday 6th November

Day three of OSS 2025  
Exhibition Hall open  
Exhibition stand pack-out after lunch

# SPONSORSHIP AND EXHIBITION PACKAGES:

(Prices are in New Zealand dollars and are exclusive of GST)

PACKAGE OPTIONS BENEFITS	PLATINUM PLUS \$25,000 1 available	PLATINUM SPONSOR \$15,000 3 available	GOLD SPONSOR \$10,000 2 available	SILVER SPONSOR \$7,000 2 available	BRONZE SPONSOR \$4,000	SUPPORTERS From \$500	EXHIBITOR \$2,000 per 3m x 3m space
Acknowledged As	Platinum Plus	Platinum	Gold	Silver	Bronze	Supporter	Exhibitor
Logo on Website	Yes – On the Website and Symposium Banner	Yes	Yes	Yes	Yes		Yes
Name on Holding Slides	First Tier	Second Tier	Third Tier	Silver	Bronze		
Advert in Handbook	Full Page	Full Page	Half Page				
Exhibition Hall (Including 2 Exhibitor Only Registrations)	4 – Premier Spaces	2	1				1
Symposium Registrations	4	2	1				
Symposium Registrations for Scholarships	2	2	1			1	
Dinner Tickets	4	2	1				
Demo Stage – 10mins	2 Slots	2 Slots	1 Slot				
Key Branding Opportunities	Yes						
Logo on Lanyards			Option A				
Logo on Name Badge	Yes						
Name Associated with the Event App	Yes						
Invited Speaker Support	Yes			Option A	Option A		
Branding (Pull up Banner)	At Registration Desk and Onstage (Supplied by Sponsor)						
Café Space	Yes						
Event App Alerts	Yes	Yes					
Name Associated with Dinner		Option A					
Name Associated With Handbook				Option B			
Name Associated with Welcome Function		Option B					
Name Associated with Juice Bar		Option C					
Name Associated with Coffee Cart			Option B				
Name Associated with A Meal Break (Per Day)					Option B		

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## Platinum PLUS Sponsor Benefits

### Pre-events benefits

- Listed as Platinum Plus sponsor with full colour logo on event website with hyperlink to your website and a 300-word description of your organisation
- Logo on website banner – front page
- Branding on event newsletters
- Facebook promotion via a promotional post
- Event newsletter promotional article

### Onsite promotion

- Logo on every name badge
- 2 x 10minute slots on demonstration stage (this is held during lunch breaks)
- Name associated with event app. Sponsor banner showing on event app
- Full page colour advert in handbook, A4 portrait style (handbook is provided in a pdf copy). The handbook will not be available in a printed version
- Logo on sponsors holding slides displayed in main room – first tier
- 4 x complimentary symposium registrations with dinner tickets included
- 2 x scholarship registrations – you can gift these to therapists or service users, or we can assign.
- 4 premier booth spaces in a prime location, each spaces measure 3m x 3m
- Invited speaker support is acknowledged on the website and in the handbook and event app. The speaker is selected by the programme committee. Includes opportunity to introduce your assigned speaker. The programme committee have allowed a 2-minute introduction. Please note: this is not for a promotion or product opportunity – the introduction must be neutral and confined to the speaker being introduced. This is subject to speaker agreement.
- Branding at registration desk and on the main plenary stage (sponsor to provide 2 pull up banners)
- Café space – seating space set up next to your stands (you can provide your own branding)
- Push notification via event app promotions throughout the symposium
- Acknowledgment by MC as platinum plus sponsor

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## Platinum Sponsor Benefits

### Pre-event benefits

- Listed as Platinum Sponsor with full colour logo on event website with hyperlink to your website and 200-word description of your organisation.

### Pre-event benefits

- 2 x 10minute slots on demonstration stage (this is held during lunch breaks)
- Full page colour advert in handbook, A4 portrait style (handbook is provided in a pdf copy). The handbook will not be available in a printed version
- Logo on sponsors holding slides displayed in main room – second tier
- 2 x complimentary symposium registrations with dinner tickets included
- 2 x scholarship registrations – you can gift these to therapists or services users, or we can assign.
- 2 booth spaces, each space measures 3m x 3m – (opportunity to choose space after platinum plus sponsor)
- 1 x push notification via event app promotion – 1 alert per day during oss
- Acknowledgment by MC as platinum sponsor.

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## Platinum Sponsor Options

As a Platinum Sponsor you receive the benefit of choosing one of the following options:

### Option A – Dinner

- Name associated with dinner, logo on dinner tickets

### Option B – Welcome Function

- Your logo associated with the Welcome Function on the website and on the Event App
- Acknowledgement of sponsorship at Welcome Function.

### Options C – Juice Bar

- Your logo on the Juice Bar
- Your logo associated with the Juice Bar on the website and on the Event App.

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## Gold Sponsor Benefits

### Pre-event benefits

- Listed as Gold Sponsor with full colour logo on event website with hyperlink to your website and 150 word description of your organisation.

### Onsite promotion

- |  |  |
|--|--|
| ▪ 1 x 10minute slot on demonstration stage (this is held during lunch breaks)                                      | in main room – third tier  |
| ▪ 1 x complimentary symposium registration with dinner ticket included   | ▪ One standard exhibition booth space (3m x 3m)  |
| ▪ 1 x complimentary scholarship registration – you can gift these to a therapist or service user, or we can assign | ▪ Half page colour advert in handbook, A4 portrait style (handbook is provided in a pdf copy). The handbook will not be available in a printed version |
| ▪ Logo on sponsors holding slides displayed  | ▪ Acknowledgment by MC as gold sponsor   |

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## Gold Sponsor Options

### Option A – Symposium Lanyard

- Your logo on the Symposium lanyards to be worn by delegates.

### Option B – Coffee Cart

- Name associated with coffee cart. Branded signage at coffee cart acknowledging your support.

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## Silver Sponsor Benefits

### Pre-event benefits

- Listed as Silver Sponsor with full colour logo on event website with hyperlink to your website and 100-word description of your organisation.

### Onsite promotion

- Logo on sponsors holding slides displayed in main room – Silver
- Acknowledgment by MC as Silver Sponsor.

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## Silver Sponsor Options

As a Silver Sponsor you receive the benefit of choosing one of the following options:

### Option A – Invited Speaker Support – Help us bring some great speakers to OSS 2025

- Your organisation is acknowledged as supporting an invited speaker on the website and in the handbook and Event App. The speaker is selected by the programme committee. Includes opportunity to introduce your assigned speaker. The Programme Committee have allowed a 2-minute introduction. Please note: this is not for a promotion or product opportunity – the introduction must be neutral and confined to the speaker being introduced. This is subject to speaker agreement.

### Option B – Handbook

- Name associated with handbook, full page colour advert in handbook with priority placement (handbook is provided in a pdf copy). The handbook will not be available in a printed version.

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## Bronze Sponsor Benefits

### Pre-event benefits

- Listed as Bronze Sponsor with full colour logo on event website with hyperlink to your website and 100-word description of your organisation.

### Onsite promotion

- Logo on sponsors holding slides displayed in main room – Bronze
- Acknowledgment by MC as Bronze Sponsor.

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## Bronze Sponsor Options

As a Bronze Sponsor you receive the benefit of choosing one of the following options:

**Option A – Invited Speaker Support** – Help us bring some great speakers to OSS 2025

- Your organisation is acknowledged as supporting a speaker on the website, in the handbook and Event App. The speaker is selected by programme committee.
- Opportunity to introduce your assigned speaker. The Programme Committee have allowed a 2-minute introduction. Please note this is not for a promotion or product opportunity – the introduction must be neutral and confined to the speaker being introduced. This is subject to speaker agreement.
- Listed as bronze sponsor with full colour logo on event website with hyperlink to your website.

**Option B – Meal Break**

- Name associated with a meal break
- logo on display during catering breaks (pull up banner supplied by sponsor).

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## Supporter Options

**Pre-event benefits**

- Listed as Supporter Sponsor on the event website with hyperlink to your website

**Onsite promotion**

- Acknowledgment by MC as Supporter Sponsor.

As a Supporter Sponsor you can choose as many of the following options. Each option is priced at \$500 + GST

- Scholarships registrations, help therapists attend that don't have funding for registration
- Session support – branding in programme and opportunity to chair session
- Note pads & pens – support delegates with providing pens & note pads
- Spot prizes – who doesn't love these, if you got something we can giveaway, please contact us to discuss

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## Advertisement

**Adverts will be published in the OSS 2025 Handbook**

Adverts will be published in the OSS 2025 Handbook (finished artwork to be supplied by sponsor, size of the artwork will be available upon sponsorship application).

The handbook is provided in a pdf copy only. The handbook will not be available in a printed version. The handbook will be available as a download on the Symposium website.

**Full Page Advert: \$1000 + GST**

**Half Page Advert: \$750 + GST**

**Quarter Page Advert: \$500 + GST**

**The opportunities do not stop here; should you wish to contribute in other ways.  
Please contact us to discuss.**



## EXHIBITION HALL INFORMATION

The Exhibition Hall will be located on the ground floor in the Arena area of the Rotorua Energy Event Centre. This is the ideal venue to showcase your range of products and services available. Meal breaks including morning and afternoon tea will be served in the exhibition hall. This is to ensure you have ample opportunity to network and demonstrate your products and services to an international audience of multidisciplinary health professionals, suppliers and service users.

Times are subject to change

### Stand Setup

<b>Monday 3 November 2025</b>	<b>1.00pm – 5.00pm</b>	<b>exhibitors pack in</b>
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### Stand Open

<b>Tuesday 4 November</b>	<b>7.30am – 6.30pm</b>
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<b>Wednesday 5 November</b>	<b>8.00am – 5.15pm</b>
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<b>Thursday 6 November</b>	<b>8.00am – 1.30pm</b>
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### Stand Breakdown

<b>Thursday 6 November</b>	<b>1.30pm – 6.00pm</b>	<b>exhibitors pack out</b>
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## EXHIBITION COSTS

A standard booth size is: 3.0m x 3.0m. The cost per booth is \$2,000 + GST

Standard booths will be built with the following equipment included in the cost:

- Back and side walls of velcro receptive black frontrunner panels
- back wall 3.0m – side walls will be 1.2m
- 1 x 10amp power supply with multibox
- 2 x spotlights
- standard company name sign (maximum 24 letters)
- 2 exhibitor registrations (no access to Symposium sessions).



### The Exhibition Hall & Demonstration Stage

The Exhibition Hall will be located on the ground floor in the Arena area of the Rotorua Energy Event Centre. This is the ideal venue to showcase your range of products and services available. Meal breaks including morning and afternoon tea will be served in the exhibition hall. This is to ensure you have ample opportunity to network and demonstrate your products and services to an international audience of multidisciplinary health professionals, suppliers and service users.

### Exhibition Hall Open Day

As part of the Symposium, there will be free entry to the exhibition Hall on Wednesday Nov 5 from 1:30pm – 3pm and then again from 3.30pm – 5.00pm. The break in time is to allow for the afternoon catering break. If you wish to invite people to the complimentary open sessions – please ask them to pre-register their attendance online. A pre-registration link will be provided prior to the Symposium.

### Additional Exhibitor Registrations

Additional Exhibitor registrations can be purchased for \$350 + GST via the online exhibition portal. Please note: exhibitor registrations are for access to the exhibition hall only and do not allow access to the Symposium sessions. Should exhibitors wish to attend the Symposium sessions, please register as a delegate.

### Booth Design and Build

Booth design and build options are available. Details for this will be included within the exhibition manual. The exhibition manual will be available once booth space is purchased.

### Application for Exhibition Stand

Application for space can be made by completing the application form at the end of this document and return by email to the Symposium Managers. Bookings will be handled strictly on a “first come, first served” basis.

### Additional Equipment

Any additional equipment such as design and build facilities, additional signage requirements, furniture and other items pertaining to your booth space, can be ordered from the exhibition contractors, please contact the OSS 2025 Manager: dean@iconevents.co.nz / +64 21 407 125 for more details.

### Payment

Upon receipt of your stand application, an acknowledgement will be sent to you. Included with this acknowledgement will be an invoice. Payment of the invoice is due within 20 working days following receipt of the invoice.

### Floor Plan

A floor plan showing allocated space and booth numbers will be available once finalised. Stand allocation will be prioritized for the Platinum PLUS, Platinum and Gold Sponsors first. Allocations will then be made on a first in first choice basis.

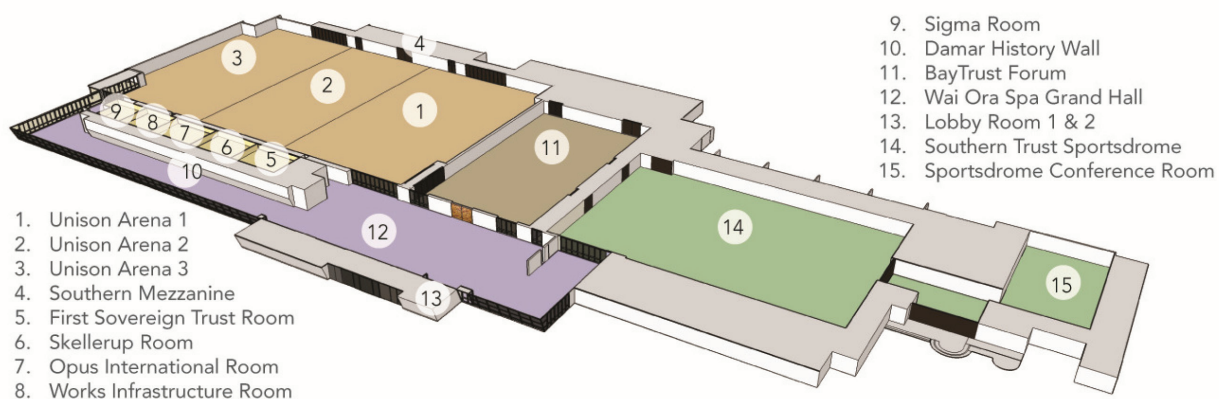
The final layout of the exhibition hall floorplan will be determined by the final number of booths space sold.

### Security

Security of your individual exhibition both within the confines of the stand itself is the responsibility of the exhibitor. Exhibitors should have their own insurance that covers any valuable items that are to be left on the stand.



## Floor Plan



# TERMS & CONDITIONS OF SPONSORS & EXHIBITORS

## Contract

These terms and conditions form part of the Contract governing the allocation of an Exhibitors' booth and Sponsors of OSS 2025.

## Definitions

In this contract:

'Event' means Oceania Seating Symposium 2025, OSS 2025, or OSS25.

'Organisers' means the OSS 2025 organising committee and its Symposium Managers:

'Vendor' means all Exhibitor and Sponsor companies and includes all employees or agents of the companies, sponsors or individual exhibiting at OSS 2025.

'Booth' means the space allotted to the Exhibitor or Sponsor.

## Use of Data at OSS 2025

To enable the organisers to function in the best interests of both attendees and vendors, you agree that the information you provide to us (such as name, position, company, email and contact details) may be distributed to third parties attending this event.

## Booth Specification

The Organisers will supply to the vendor, a booth and inclusions as specified in this Exhibition and Sponsorship Prospectus.

## Payment for Booth & Sponsorship

The vendor agrees to make a 50% deposit before 20 March 2025 with balance of payment no later than 20 June 2025. Failure to make the deposit payment by 20 March 2025 will result in cancellation of the booth or sponsorship.

## Cancellation

In exceptional circumstances the Organisers may be prepared to cancel their Contract with the vendor. Any request for cancellation must be submitted to the Organisers in writing. If the Organisers agree to the cancellation, the vendor undertakes to make payment as follows:

- Cancellation from 21 June 2025 the cancellation will result in 100% of all costs being payable. Unpaid accounts will incur late payment fees and collection costs from third party debt collection agencies.

## Right of Rejection

The Organisers reserve the right to prohibit, in whole or in part, any vendor that they deem to be inappropriate. The vendor agrees not to display or disseminate any material that in the opinion of the Organisers is unsuitable. The Organisers reserve the right to refuse any person admission to the Event without assigning any reason.

## Prohibition of Transfer

This Contract creates a license to exhibit at the Event and not a tenancy. Vendors may not assign, share, sub-let or grant licenses in respect of the whole or any part of the booth except where written approval has first been obtained from the Organisers.

## Electrical Devices

No electrical devices will be permitted into the venue unless written confirmation that a suitably qualified electrician has inspected the device and has certified that the device complies with the Electrical Standards NZS 3760-2001 has been provided. Any such certification must be dated within 12 months of the start of the hire period. Any devices that are not certified in accordance with the aforementioned must be tested at the Venue before use at the Venue. The vendor will be liable for any costs or damages that arise out of the use of electrical devices that have not been inspected in accordance with policy. The organisers reserve the right to demand removal from the site of any electrical equipment it deems to be non-compliant or suspect.

It is a venue policy that all electrical power cords and appliances are to be tested and tagged prior to their use. The venue and organisers will accept no responsibility for operation difficulties that may occur as a result of supplying private equipment.

- All electrical devices used or brought into the venue must be compliant with relevant New Zealand Standards and have a test and tag label displaying current compliance
- If halogen tube lights are used on an exhibition stand, the globe must be protected with safety glass to minimise the risk of fire

- All temporary spotlights or similar must be 300mm from any partition venue wall or flammable item.

### Use of the Booth

The vendor may conduct business only from their allocated booth and not from aisles or common areas of the Event. Any noise generated must not cause a nuisance to neighbouring booths or visitors. The Organisers' judgement will be final in this regard.

### Booth Construction

All construction and exhibits must be confined to the booth and must not overlap aisles or common space. Any structure erected on the booth must at all times comply with the prevailing regulations imposed by statutory authorities and the venue management.

The vendor shall not paint, mark or damage any fixtures or fabric of the Event premises or any booth fittings. The vendor shall be responsible for the costs of repairing any breach of this clause. The design of all structures erected is subject to the approval of the Organisers. Any design considered not to be in the best interests of the Event may be rejected. Any structure erected without the approval of the Organisers or contrary to this contract, may be altered or removed by the Organisers at the vendors expense.

### Banners & Signage

Vendors are not to hang banners, signage or other materials from the ceiling or on the walls within the venue building or from any structure outside the venue building without permission from the Organisers. This includes any projection from the vendors booth to areas outside their allocated booth space. Vendors must confine promotional material to within their allocated booth space.

### Copyrights and Patents

The Organisers will not be liable for any damages the vendor may sustain in respect of the infringement of any of their copyright (including third party) arising out of their participation in the Event.

### Vendor Liabilities

The vendor hereby accepts liability for all acts or omissions of themselves, their staff, contractors, agents or visitors. The vendor also undertakes to indemnify the Organisers, to keep

them indemnified in all liability against all action suits, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against the Organisers.

Notwithstanding the indemnity hereby given, the vendor undertakes to arrange appropriate liability insurance. The Organisers make no representation or warranty on behalf of any supplier or event organiser and any dealings undertaken in this regard will be solely at the vendors risk.

### Insurance

The Organisers shall not be responsible for any loss or damage to any exhibit or property of any vendor. This also applies to any other person by theft or fire or any other cause whatsoever, nor for any loss or damage whatsoever sustained by the vendor by reason of any defect in the building or circumstances beyond the control of the organisers. This also extends to loss or damage caused by fire, storm tempest, lightning, national emergency, war, terrorism, labour disputes, strikes or lock outs, civil disturbances, explosion, inevitable accident, force majeure, nor any other causes not within the control of the organisers.

The Organisers shall not be responsible for any loss or damage occasioned, if by reason of happening of any such event, the opening of the Event is prevented, or postponed or delayed or abandoned. If the venue becomes wholly or partially unavailable for the holding of the Event.

The vendor is advised to insure, for their full replacement value, the contents of their booth and all associated items.

### Postponement or Abandonment

In no event shall the vendor have any claim for damages of any kind against the Organisers in respect of any loss or damage consequential upon the prevention, postponement or abandonment of the Event, by reason of the happening of any of the events referred to in the previous clause, or of the Event building becoming wholly or partially unavailable for the holding of the event for reasons beyond the Organisers' control.

The Organisers shall be entitled to retain such part of all sums paid by the vendors, as the Organisers consider necessary. If in the opinion of the Organisers, by re-arrangement or postponement of the dates of the event,

or by substitution of another hall or building or by other reasonable manner, the event can be carried through, when the contract shall be binding upon the parties except as to size and position of booths, as to which any modifications, substitutions or re-arrangement they consider necessary shall be determined by the Organisers.

Where the event building becomes wholly or partially unavailable for the holding of the Event, through reasons beyond the Organisers' control, the Organisers shall be entitled, on giving notice in writing to determine this contract and may, in their absolute discretion, refund in whole or in part any payment the vendor is liable to make under this contract.

### Security

The venue will be locked down overnight when the building is unattended. All participants are advised that valuables should not be left unattended or unsecured at any time. The organisers accept no responsibility for any loss or damage suffered by participants or visitors.

### Set Up and Completion of Booths

Access for set up is available from 1.00pm – 5.00pm Monday 3 November 2025. The vendor undertakes to complete any construction and erection of exhibits prior to 5.00pm Monday 3 November 2025.

### Dismantling/Removal of Exhibits

The vendor undertakes not to remove exhibits from display, either partially or totally prior to 1.30pm Thursday 6 November 2025. Prior removal will only be allowed when advance application has been agreed in writing.

### Revision of Layout

The Organisers reserve the right to revise the layout of the exhibition hall and/or to transfer a venue to an alternative site, and/or alter the size or shape of any booth. Should any such alteration result in a reduced booth size the booth payment required from the vendor may be reduced pro-rata.

### Unoccupied Booths

Where a booth is unoccupied by 5.00pm on Monday 3 November 2025 the Organisers reserve the right to reallocate or otherwise deal with the booth as they so decide, without reimbursing the vendor.

### Safety of Exhibits

The Exhibitor shall not bring or cause to be brought into the Event premises, any dangerous goods, except with the prior written approval of the Organisers. The Exhibitor shall at all times comply with all statutory requirements as to safety, including without limiting the generality of the storage and handling of dangerous goods. All exhibits must be properly protected to avoid danger to any person. The Organisers shall be indemnified by the vendor against any claim or action caused or occasioned by an exhibit to any persons whatsoever.

### Fire Risks and Access

Vendors will adhere to all fire and safety regulations that affect the Event. Aisles and fire exits must be kept clear of exhibits.

### Storage

The Organisers shall not be liable for the storage of the vendors packaging and other material. The vendor shall be responsible for the removal from the event premises and storage of all crates and packaging not required on their booth.

### Exhibitor Name Badges and Materials

Name badges that are issued are non-transferable and must be worn for the duration of Symposium. The vendors, and their staff will not be admitted to the event building without such name badges being displayed.

### Conduct of Exhibitors

The vendor undertakes that at all times during the open hours of the Event they shall keep the booth open to view and adequately staffed; conduct business only from their booth, keep aisles adjacent to their booth free from obstruction; and shall not, in the Organisers opinion, cause nuisance or annoyance to other persons. The vendor further undertakes not to conduct or allow to be conducted any unauthorised auction, sale, lottery, raffle, competition, game of chance or sideshow.

### Services

The Organisers shall not incur any liability for any loss or damage if the supply of any services shall fail or cease to be available. Nor shall the vendor be entitled to any allowance in respect of payments due under this Contract.

### Failure to Perform

In the event of the vendor being unable or unwilling to comply with or otherwise breaching this Contract, the Organisers may terminate the Contract by giving notice in writing. Thereafter, the Organisers may retain any payment made by the vendor under this Contract. This will be as liquidated damages and the vendor shall be prohibited from occupying the booth, and shall immediately remove their exhibits from the Event, in accordance with the Organisers instructions.

The Organisers shall be under no liability for the loss or damage and costs relating to the removal of such exhibits.

### Organisers' Right of Determination

The Organisers shall have absolute discretion on giving notice in writing to determine this Contract. Where the Contract is so determined, the Organisers shall not be liable whatsoever for any expenditure or liability for loss, including consequential loss, incurred by the vendor.

### Terms and Conditions

Any notice to be given by the organiser to the vendor shall be deemed to be given if delivered to or emailed to the address of the vendor appearing on the Contract or if posted on the booth during the period 3 – 6 November 2025. The Organisers may at any time in the interests of the good management or safety of the Event, introduce such further Terms and Conditions to this Contract as they may, in their discretion see fit. If any part of this Contract is found to be invalid or of no force or effect under the law, having such jurisdiction, the Contract shall be construed as though such part had not been inserted herein and the remainder of this Contract shall remain in full force and effect. The description headings to these Terms and Conditions are merely for reference and do not form part of the Contract between the parties. The laws of New Zealand govern this Contract.

### DISCLAIMER

Neither the Organising Committee of OSS 2025 and its constituent members acting as Organisers (known collectively as 'the Organisers'), nor Icon Conference and Event Management Ltd. (ICON), can accept any liability for death, injury, any loss, cost or expense suffered by any person (including accompanying persons or sponsors or attendant caregivers), if such loss is caused or results from the act, default or omission of any person other than an employee or agent of the organisers or ICON. In particular, neither the Organisers nor ICON can accept any liability for losses arising from the provision or non-provision of services provided by hotel companies or transport operators. Nor can the Organisers or ICON accept liability for losses suffered by reason of war including threat of war, riots and civil strife, terrorist activity, natural disasters, weather, fire, flood, drought, technical, mechanical or electrical breakdown within any premises visited by delegates and/or vendors in connection with OSS 2025, nor losses suffered by reason of industrial disputes, governmental action, registrations or technical problems which may affect the services provided in connection with OSS 2025. Neither the Organisers nor ICON is able to give any warranty that any published speaker or performer will appear as a speaker, panellist or performer. The organisers reserve the right to alter or amend the programme and its contents as they see fit and as circumstances dictate without further recourse to any registered delegate or attendee.

# OCEANIA SEATING SYMPOSIUM

## SPONSORSHIP / EXHIBITION APPLICATION FORM

**Company/Organisation:** (this name will appear on the invoice)

**Fascia Signage Name:** (This name will appear on any promotional material / maximum 24 characters for exhibition signage)

**Name of contact:**

**Name of additional contact:**

**Position within company/organisation:**

**Email main contact:**

**Email additional contact:**

**Telephone:**

**Mobile:**

☐

I wish to pay by credit card

☐

I wish to pay by Invoice

**Address for invoice:**

**Purchase Order #:**

**Sponsorship** (please advise which option chosen)

**Level:**

\$

**Option:**

**Exhibition Booths: \$2,000 + GST per 3m x 3m booth**

**Number of 3m x 3m booths:**

\$

Please advise number of 3m x 3m booths being purchased  
Booths can be purchased in multiples.

The OSS 2025 Managers will confirm your SPONSORSHIP / EXHIBITION REQUEST by sending an invoice. There are a limited number of sponsorship/exhibition opportunities and we appreciate your interest and support.

By completing and submitting this application from you are agreeing to abide by the terms and conditions as set out in the "Terms and Conditions for Sponsorship & Exhibitors".

**Signed:**

**Date:**

Please complete and forward via email to:  
Marleen Goedhart  
[events@iconevents.co.nz](mailto:events@iconevents.co.nz)