

# TERMS & CONDITIONS

**These Terms and Conditions will form the basis of an agreement between you (Exhibitor and/or Sponsor) and Medical Technology Association of NZ (MTANZ). Please read them carefully. By signing and returning the Application to Exhibit/Sponsor form you are deemed to have read and accepted these Terms and Conditions.**

## **(1) Booking and Payment Terms – EXHIBITION**

Space can only be booked on receipt of the signed Application to Exhibit Form and will be allocated as per the ballot guidelines outlined in this prospectus. Bookings will be acknowledged through a confirmation email.

A deposit for 50% of the total exhibition space and any sponsorship cost will be required to secure your stand/ sponsorship booking, and will be invoiced **30 October 2026** with the confirmed site allocation notification. The balance will be invoiced on **1 February 2027**.

If payment is not received when due MTANZ has the right to cancel the booking.

All monies due must be received prior to commencement of the Expo. Should any monies be outstanding at the commencement of the Expo the Exhibition Manager has the right to refuse access to the Expo.

To receive the NZDIG/MTANZ Membership discount for your stand, your company must be an NZDIG/MTANZ member for both the 2025/2026 and 2026/2027 years. Both years membership invoices need to have been paid prior to the Expo.

If the Exhibitor defaults in payment of any invoice when due, they will be liable to pay penalty interest of 2.5% per calendar month. The Exhibitor will indemnify MTANZ against all MTANZ's legal costs and collection costs incurred by MTANZ in relation to recovering or collecting any outstanding money due under these Terms and Conditions.

The Organising Committee reserves the right to refuse any Application to Exhibit/Sponsor.

Subletting of space will not be permitted.

All monies are to be paid in New Zealand dollars (NZ\$) and attract 15% GST.

## **(2) Cancellation – EXHIBITION**

Once a signed Application to Exhibit/Sponsor is confirmed by MTANZ, the following cancellation fees will apply:

- a) In the event of cancellation 30 to 80 working days prior to the date of the Expo 50% of the stand/sponsorship fee will apply.
- b) In the event of cancellation or reduction of space within 30 days, there will be no refund.

## **(3) Booking and Payment Terms – SPONSORSHIP**

Full payment is required upon receipt of invoice.

If full payment is not received by the due date specified on the invoice, the Dental EXPO Manager has the right to review the Sponsorship commitment and cancel the Sponsorship package.

Confirmed sponsorship will be invoiced on receipt of Application to Exhibit/Sponsor form for the full amount.

Sponsorships will be acknowledged through a confirmation email.

All monies due must be received prior to commencement of the conference/exhibition.

If the Sponsor defaults in payment of any invoice when due, they will be liable to pay penalty interest of 2.5% per calendar month. The Sponsor will indemnify MTANZ against all MTANZ's legal costs and collection costs incurred by MTANZ in relation to recovering or collecting any outstanding money due under these Terms and Conditions.

The Organising Committee reserves the right to refuse any Application to Exhibit/Sponsor.

All monies are to be paid in New Zealand dollars (NZ\$) and attract 15% GST.

## **(4) Cancellation – SPONSORSHIP**

Only in exceptional circumstances, the Organisers will be prepared to consider cancellation of your contract, but only if the following conditions are complied with:

- a) the request for cancellation is submitted in writing;
- b) the request is received at least 6 months prior to the Dental EXPO;
- c) the reason given for the request of the cancellation is, in the opinion of the Organisers, well founded.

The Sponsor agrees that the organisers shall retain 10% of the contract price, if cancellation is made more than 9 months before the Expo. 50% if the cancellation is made between 6 months and 9 months prior to the Expo. 100% of the contract price will be forfeited if cancellation is made within 6 months of the Expo.

## (5) Couriers and Storage

Arranging couriers and transportation of exhibition equipment is the sole responsibility of the Exhibitor. Costs associated with storage of equipment is also the sole responsibility of the Exhibitor.

There is NO STORAGE at this venue. Large deliveries will only be accepted for delivery the week of the Expo and will be placed in your stand area. The VEC staff will not accept responsibility for goods left unattended by couriers or exhibitors.

## (6) Exhibition Space

**Alcohol** – Alcohol cannot be served from stands. Alcohol is not permitted in stand prizes.

**Cleaning** – Stands and exhibits shall be kept clean and tidy throughout the Expo. Cleaning of the stand is the responsibility of the Exhibitor. Cleaners will vacuum the exhibition common areas e.g. aisles, prior to the opening of the exhibition and daily thereafter. It is, however the responsibility of the Exhibitor to maintain their stands (exhibits and furniture) in a tidy condition at all times. Exhibitors are responsible to remove all rubbish prior to vacating the stand/s. An additional \$400 + GST fee per Exhibitor will be invoiced to companies if cleaning is required.

**Custom Built Stands / Independent Contractors** – The Exhibition Manager must be advised if a custom built stand is being installed. This information is requested in the Application to Exhibit form.

Exhibitors taking Design and Build booths are advised to use the service of the Official Stand Contractor appointed by the Exhibition Manager to undertake the job as this will facilitate convenient installation. Otherwise, Exhibitors are required to obtain consent from the Organiser before any of their own contractors are allowed to work onsite. The Organiser reserves the right to reject any contractor and design deemed inappropriate.

The Exhibition Manager (MTANZ) must be advised if a custom built stand is being installed by any exhibiting company. Any structures exceeding 2.5m in height from any perspective must be pre-approved by MTANZ. Any structures above 2.5m not approved by MTANZ will be required to be dismantled prior to the commencement of the exhibition.

Any rigging, scaffolding or temporary structure suspended from the ceiling needs to be preapproved by MTANZ and the Viaduct Events Centre. Plans and stand diagrams and the custom build companies Health & Safety Plan must be forwarded to the Exhibition Manager (MTANZ) for approval no later than **Monday 1 March 2027**.

- a) All works in the Exhibition Hall should be confined to installation and minor alteration only. Fabrication works like welding, cutting, sawing, laminating, painting, spraying etc should not be carried out inside the Exhibition Hall.
- b) The booth constructed must comply with the dimensions of the space allocated. Each booth must have its own panels and is not permitted to use the neighbour's panels. If any panel is higher than 2.5m, reasonable decoration or material must cover the back of that panel.

- c) Every Exhibitor is responsible to build their own walls to separate their stand. Minimum wall height of 2.5m must be constructed.
- d) No adhesive is permitted to be used on stone floorings or walls. Posters or other promotional materials shall not be affixed to any part of the hall. The Exhibitor shall be charged with consequent cleaning fees upon violation of this specification.
- e) Detailed booth construction plans should be submitted to MTANZ before **Monday 1 March 2027** for timely approval.
- f) Detailed Safety plans should be submitted to MTANZ before **Monday 1 March 2027** for approval.
- g) Exhibitors must obtain written approval from Viaduct Events Centre for the use of air or helium balloons. Helium balloons are only permitted as fixed features of a stand or exhibit. The organiser will be charged for the removal of any balloons remaining in the venue.
- h) The Organiser and the Official Stand Contractor reserve the rights to reject any construction plan or require the Exhibitor or his own contractor to make modifications.
- i) The floor, walls, doors and windows, or any other parts of the hall are not to be altered in any way. Nailing, screwing and drilling of holes are not allowed onto any parts.
- j) All exhibitions must meet current New Zealand Health & Safety and New Zealand Fire Safety regulations.
- k) Design and Build times are:

	DAY	DATE	TIME
Custom Built Stands	WEDNESDAY	19 May	14:00 – 24:00
(construction)	THURSDAY	20 May	07:00 – 12:00

## Contractors

- a) Contractors must wear name/company identification at all times on site.
- b) Contractors must wear High Visibility jackets during build times or they will be asked to cease work until this requirement is met.
- c) Contractors to use only designated service entrances and loading docks for transportation of staff and materials.
- d) It is the responsibility of the contractor to supply sufficient staff for unloading and loading of transport vehicles in the loading dock in a timely, safe and non-disruptive manner.
- e) Contractors and their staff must supply their own tools, including ladders and trolleys. Viaduct Events Centre equipment shall not be used without prior approval.
- f) The venues are non-smoking at all times to clients, guests, visitors, staff and contractors.
- g) Contractors will not allow or permit any damage to Viaduct Events Centre building or any fixtures, nor shall any alterations to the structure be allowed. Painting, gluing, drilling, taping or nailing is not allowed on venue finishes.

- h) Contractors shall ensure the removal of all debris, rubbish, packing materials from the premises. In the event Viaduct Events Centre has to perform these tasks on behalf of the contractor, charges incurred shall be borne by the contractor.
- i) It is the responsibility of the contractors to apply for all the necessary permits with local authorities and necessary insurance before commencement of work. These must be made available for sighting upon request from Viaduct Events Centre.
- j) Drawings of layout plans, structural and schematic wire diagrams must be submitted to MTANZ and Viaduct Events Centre by **Monday 1 March 2027**.
- k) It is the responsibility of all persons working on site to comply with the venue health and safety guidelines and all work must be carried out in a safe manner. Failure to do so will result in a request to vacate the premises.
- l) Viaduct Events Centre reserves the right to refuse access to contractor and/or equipment not considered to be of a suitable standard.
- m) Prior notifications of contractors use of hot works in association of smoke detection for isolation are to be taken in consideration.
- n) Venue roof access needs to be pre-arranged with MTANZ in which requires appropriate certification.

**Damages** – The Exhibitor shall take all reasonable care when installing/dismantling its equipment and stand as not to cause damage to the venue carpet, walls and floors and the prefabrication booths supplied by the MTANZ contractor, including the panels, fascia and spotlights. The Exhibitor will be responsible for any direct loss caused by the inappropriate installation/dismantlement of equipment and/or stand.

**Electrical Use and Installation Conditions at Viaduct Events Centre** No electrical devices are permitted in the Viaduct Events Centre unless evidence is provided that the device has been inspected by a suitably qualified electrician or trained person and complies with New Zealand standards;

No electrical equipment is permitted to be installed or connected to the electricity supply at the Viaduct Events Centre without Viaduct Events Centre's prior written permission. These restrictions do not apply to consumer electronics items such as laptops and cell phones.

#### **Exhibitor Sponsored Events and Educational Programmes**

As a condition of exhibiting at Dental EXPO 2027, the Exhibitor agrees that Exhibitors may not run focus groups, seminars or programmes at hotels or other event locations during exhibition hours or CPD hours. Dental EXPO prohibits educational forums that detract from the activities at Dental EXPO during the days of the Expo.

**Note:** Exhibitors are advised that hospitality suites may not operate during Dental EXPO Exhibition hours. Please review programme and exhibit days and hours before finalising your plans. Failure to comply may affect future applications to Dental EXPO.

**Flooring** – Grey floor carpet tiles or concrete.

**Floorplan Changes** – MTANZ reserves the right to modify the floor plan to accommodate space sales or change as necessary. While MTANZ will use its best endeavours to consult the Exhibitors when modifying the floor plan, MTANZ is not obliged to do so.

**Food** – Give-aways of food are permitted from exhibition stands, if pre-packaged only. Exhibitors are not permitted to sell, prepare or cook food within the exhibition area.

#### **Exhibitor Food and Beverage Sampling**

- a) No Food or Beverage: Unless you have obtained Viaduct Events Centre and MTANZ written consent prior to the Expo starting, you may not bring any food or beverage into the venue and must not remove any food or drink from the venue. In any event, Viaduct Events Centre will not be liable in relation to any food or beverage that has been removed from the venue.
- b) The venue has sole rights for the sale and distribution of all food and drink onsite.
- c) No Exhibitor or person shall distribute, sell or give away any item of food or drink, not supplied by Viaduct Events Centre, to members of the public or trade exhibition visitors without the express written consent of Viaduct Events Centre.
- d) Notice of intent for trade must be lodged with Viaduct Events Centre at least two (2) months prior to the start of the license period, and copies of relevant trading permits supplied.
- e) Generally, Viaduct Events Centre will have no objection to the provision by the Exhibitor of food stuffs provided as a means of demonstrating any plant or equipment forming part of the exhibition, or the product manufactured or supplied by the Exhibitor. However, the sale of all such products will not be permitted for consumption on the premises unless otherwise agreed with Viaduct Events Centre. The Sales & Events Planner must be notified of final confirmation of the stand arrangements. Removal of food rubbish daily is the responsibility of each exhibiting company. No water is available directly to stands.
- f) Absolutely no alcoholic beverage sales can take place on Viaduct Events Centre licensed premises.
- g) Viaduct Events Centre has contracted the services of a preferred caterer to provide exclusive catering services to the venue. Please contact the Exhibition Manager for further details.
- h) Viaduct Events Centre reserves the right to remove any food and beverage not authorised to be in the venue.
- i) Exceptions to the above require written approval from Viaduct Events Centre.

**Lighting** – Normal house lighting is provided within the Exhibition Hall and Exhibitors should take this into account when planning their stands, in particular when considering lighting of the stand space. If a company requires rigging this is at their cost and arrangement. MTANZ must be notified by **Monday 1 March 2027** if rigging will be positioned and will be subject to an approval process.

**Machinery and Other Large Exhibits** – All machinery should be fitted with guarding, fencing, lock immobilisation etc to ensure a safe environment for staff and patrons. Signage is not acceptable as a protective method. Persons operating equipment or machinery during an exhibition must be the current holder of the relevant certificate or license as required by law to operate such equipment. Machinery equipment or substances likely to jeopardise the health or safety of any person are prohibited, as referred to in the New Zealand codes of practice for the safe operations of machinery.

**Motor Vehicles in Exhibitions** – If motor vehicles are being used as part of an exhibition, arrangements for access to buildings need to be made through MTANZ and Viaduct Events Centre. Cars used as part of an exhibit should have full tanks of fuel; protective floor tray and batteries disconnected prior to public access. Keys for the vehicle must be left on-site with the Duty Operations Manager in charge of the event.

**Noise and Obstructions** – Exhibitors may advertise within their stand area and may use amplifiers or videos, but at all times the noise level must be reasonable and not detract from other Exhibitors displays. Exhibitors must not obstruct the aisles and public walking areas. The organiser may prohibit or regulate any noise level that it considers in its sole discretion is an annoyance or disadvantage to other Exhibitors. Where videos are used, adequate space must be allowed within the stand space and must not cause obstruction in the aisle.

**Pack-Out / Removal of Exhibits** – No stand may be dismantled or goods removed from the Exhibition Hall before the commencement of the breakdown period other than emergency removals, for which an official letter must be obtained from MTANZ. The structural elements of space only stands must not be broken down before the close of Dental EXPO. \$1,000 + GST will be invoiced to companies who vacate their stand/s early unless prior written approval by MTANZ has been granted.

**Power** – It is highly recommended that equipment sensitive to supply fluctuations be protected with appropriate surge protection equipment to eliminate any disruption. Show Light & Power are the approved show electricians. All electrical requests are to come via MTANZ.

**Promotional Material** – No promotional material may be distributed (e.g. on seats in CPD sessions or bathrooms) or displayed outside of the stand area without permission of the Exhibition Manager.

**Rigging** – Rigging must be carried out by Viaduct Events Centre approved personnel. Exhibitors must submit, by **Monday 1 March 2027**, drawings and descriptions of items to be suspended including position, weight, type of materials and any special requirements. All items are subject to approval by Viaduct Events Centre property department and riggers, and roof loading limitations. Check with MTANZ for loading limits of rigging points. An estimate of rigging costs will be sent to the organiser and then forwarded to the Exhibitor based on information submitted. To ensure inclusion in the rigging schedule the Exhibitor must confirm acceptance of this estimate at least 12 (twelve) weeks prior to the exhibition. For basic banner hanging requirements, please request the form

from MTANZ. Any rigging request made after specified times will be undertaken at the discretion and availability of Viaduct Events Centre and may be subject to a late service charge in addition to minimum call out times (3 hours) where applicable.

**Sales By Non-Exhibiting Companies** – Solicitation by non MTANZ exhibitors is prohibited. Firms and representatives not assigned exhibit space are prohibited from soliciting business in any form in the Viaduct Events Centre for the duration of Dental EXPO. Violators of this will be required to immediately leave the venue.

**Security** – Every precaution will be taken to protect Exhibitors' equipment. However MTANZ and the Viaduct Events Centre will not accept responsibility for the loss or damage to exhibits or equipment placed in the venue. Security will be provided through a system of patrols and CCTV coverage. Exhibitors are responsible for all goods and their stands over the Expo duration. In all cases the Exhibitor must assume responsibility for damage of property, accident and injuries to employees, delegates and others. Exhibitors requiring full security should make arrangements with the security provider (ask MTANZ for details).

**Stand Space** – Exhibitors may set up their demonstrations within their purchased stand space only. Aisles and walk ways must be kept clear at all times. If any Exhibitor occupies space outside the parameters as indicated on the floor plan, a fee that reflects the additional area being occupied will apply.

**Unoccupied Space** – Any space that is paid for but not claimed and occupied by the commencement of the conference/ exhibition can be reassigned by MTANZ without refund to the Exhibitor.

**Walk-Through Exhibits** – These exhibits must be designed in accordance with current New Zealand Standards and to the satisfaction of MTANZ and Viaduct Events Centre. All internal aisle ways are to be a minimum of 3 metres wide. Emergency exits must not be obstructed. A clearance of at least three (3) metres must be allowed. Any emergency exit that is obscured from view may be compensated by additional signage and can only be obscured with pre-approval by Viaduct Events Centre.

## (7) Exhibitor Registration

All personnel must be registered and report to the MTANZ desk on arrival. Failure to wear a name badge may result in the Exhibitor being requested to leave the venue.

## (8) Deliveries and Storage

Goods may be delivered to the venue no earlier than "one day prior to the Exhibitor pack in day".

There is no storage on site.

Deliveries will be placed in your stand area. The Viaduct Events Centre staff will not accept responsibility for goods left unattended by couriers or Exhibitors.

Transfer and storage of all items is the responsibility of the Exhibitor. Exhibitors must ensure that labour is supplied to move large items to and from the loading docks.

Goods must be clearly marked with the following information:

**Viaduct Events Centre**

147-171 Halsey Street, Auckland CBD, Auckland 1010

**Dental EXPO 2027**

Your Company Name

Stand No. \_\_\_\_\_ Box \_\_\_\_\_ of \_\_\_\_\_

Any deliveries made to the venue (whether before, during or after the Hire Period) will be entirely at your risk and Viaduct Events Centre or MTANZ will have no liability for any loss relating to any delivery. To facilitate deliveries to the venue, Viaduct Events Centre may sign delivery receipt documentation on your behalf. Viaduct Events Centre/MTANZ accept no liability in relation to the deliveries and you fully indemnify us and the building owner from and against any and all loss suffered or incurred by us or the building owner in relation to such deliveries. Deliveries may be made NO EARLIER than one day prior to pack in day.

**Removal** – Unless the parties have agreed in writing before the Event:

You must remove all items, equipment and property relating to the event from the venue by the end of the hire period ending at 12pm on Sunday 23 May 2027.

## (9) Health and Safety

**Health and Safety Legislation** – The Exhibitor must comply with all health and safety legislative requirements, including the Health and Safety at Work Act 2015 (HSWA) and all related legislative instruments, guidance and codes of practice (Health and Safety Legislation).

**Obligation** – The Exhibitor must ensure so far as is reasonably practicable the health and safety of its workers and any other workers whose work is influenced or directed by the Exhibitor. The Exhibitor must ensure so far as is reasonably practicable that the health and safety of other persons is not put at risk from work carried out by the Exhibitor.

**The Exhibitor Controls the Place of Work** – Under these Terms and Conditions the Exhibitor will be in control of and manage the space as indicated on the floor plan and space in fact occupied during the exhibition/conference (Exhibition Space). The Exhibitor will be responsible for all inductions and take all practicable steps to ensure the safety of all its workers, and any other parties associated with the performance of its obligations under these Terms and Conditions, including visitors, contractors, subcontractors, service providers, the public, visitors to the areas under the control of the Exhibitor and any person required to be at the Exhibition Space at any time leading up to, during and after each conference/exhibition.

**Exhibitor Responsible for Training its Workers** – The Exhibitor is responsible for ensuring that all workers doing work for it are trained in the relevant health and safety requirements applicable to the use of the venue where an exhibition/conference is held, and have all of the necessary skills, qualifications and experience to use the venue safely.

**Audits** – The Exhibitor must take part in any health and safety audits conducted by MTANZ if requested to do so, and accept that MTANZ or an independent third party will have access to the Exhibition Space in order to review, monitor and/or audit the

Exhibitor's health and safety procedures and practices for the purposes of such audits.

**Health and Safety Plan** – MTANZ and the Exhibitor shall consult, co-operate and co-ordinate to ensure that an appropriate health and safety management system is put in place for each exhibition/conference, including policies and procedures so as to ensure compliance with the Health and Safety Legislation. Such system, policies and procedures shall include (without limitation):

- a) a comprehensive health and safety policy;
- b) health and safety objectives signed by a senior manager from both the Exhibitor and MTANZ;
- c) a hazard and risk register covering all hazards associated with hosting and running of an exhibition/conference;
- d) a documented instruction process for personnel involved in hosting and running an exhibition/conference covering all relevant aspects of health and safety management;
- e) a documented briefing process for representatives of the participating Exhibitors covering all relevant aspects of health and safety management, to be given at least 24 hours prior to an exhibition/conference;
- f) a documented emergency plan for the venue;
- g) a designated warden for the venue;
- h) a health and safety system that complies with Health and Safety Legislation; and
- i) appropriate health and safety signage and information, evacuation procedures and emergency equipment at the venue, which are clearly visible to all those attending an exhibition/conference; such system, policies and procedures to be notified to MTANZ at least 60 days prior to an exhibition/conference for approval.

**Exhibitor Must Submit Documents** – The Exhibitor is required to submit to MTANZ all documents, such as, for example, a Health and Safety Plan, a completed hazard identification and control register and any associated job safety and environmental analysis, which MTANZ believes, can demonstrate to the Exhibitor's compliance with Health and Safety Legislation.

The Exhibitor agrees to provide MTANZ with access to these documents on an on-going basis.

**Acceptance** – The acceptance by MTANZ of a Health and Safety Plan, and the documents referred to in the preceding paragraph, will not release the Exhibitor from its responsibilities and obligations under Health and Safety Legislation or any of the requirements and conditions of these Terms and Conditions.

### Notifying Ministry of Business, Innovation and Employment

The Exhibitor is responsible for notifying the Ministry of Business, Innovation and Employment of any incidents as required in the Health and Safety Legislation.

**Notifying MTANZ** – All accidents, incidents or near misses are to be reported to MTANZ immediately.

**First Aid** – MTANZ will have a basic first aid kit on site and two qualified first aiders. In an emergency call 111.



## (10) Indemnity and Exclusion of Liability

To the extent permitted by law, nothing expressed or implied in these Terms and Conditions will confer any liability on MTANZ or the Exhibitor (First Party) in respect of any:

- a) indirect, consequential or special loss, damage, cost or expense suffered or incurred by the other party as a direct or indirect result of a breach by the First Party of any of its obligations under this agreement; or
- b) loss, damage, cost or expense suffered or incurred by the other party, to the extent to which this results from any act or omission by the other party.

Subject to (a) and (b) above, the Exhibitor will indemnify MTANZ at all times against any loss, damage or cost excluding consequential loss or damage suffered or incurred by MTANZ as a direct result of a breach by the Exhibitor of any of its obligations under these Terms and Conditions.

## (11) Insurance

The Exhibitor will at their own expense hold adequate public liability insurance. The Exhibitor will provide proof of such insurance on request by MTANZ.

## (12) Pack-out

Exhibition pack-out times are stated under the heading "Exhibition Timings" and must be adhered to.

## (13) Parking

Parking options are detailed on the Dental EXPO website.

## (14) Privacy

MTANZ is committed to managing and protecting personal information in accordance with the Privacy Act 2020. Personal information collected will only be used for the purposes of conducting the exhibition/conference or for communicating with attendees after the exhibition/conference has concluded. Where such communications constitute commercial electronic messages within the meaning of the Unsolicited Electronic Messages Act 2007 and are by electronic means, MTANZ will only communicate with those persons who have consented to receiving such messages from MTANZ. Personal information will only be kept for as long as it is reasonably needed for the purpose for which it was collected. We may share your personal information with official third party contractors, conference attendees and the organising committee for the purpose of assisting you with your exhibition participation and for marketing purposes (if you have consented to it). We may also be required to share your information as required by law. We take all reasonable steps to ensure that information (including personal information) collected by MTANZ is securely stored and protected. Persons have the right to access and request correction of their personal information held by us. Requests to access and/or request correction of personal information should be sent to MTANZ at the address provided at the front of this agreement.

## (15) Prohibited Activities

The following activities are prohibited without the prior written permission of Viaduct Events Centre:

- a) Obstructing or obscuring emergency exits and exit signs at the Viaduct Events Centre. At least three metres clearance is to be maintained at all times in respect of any egress. Fire hoses, alarms and switches must remain visible and accessible at all times and all articles used for display purposes must be fireproof. Open flames must be adequately supervised.
- b) Marking, painting, drilling or otherwise defacing any part of the Viaduct Events Centre, including attaching sticky tape, pins, nails, staples, markers or 'Blu-Tack' to any part of the premises.
- c) Altering the structure, fittings, decorations or furnishings of the Viaduct Events Centre.
- d) Suspending banners and other hanging display material from anything other than existing rigging points.
- e) Bringing any firearms, explosives, flammable liquids or other dangerous substances (including fireworks, pyrotechnics) to the Viaduct Events Centre.
- f) Conducting any lottery, raffle, betting, gambling or game of chance of any kind at the Viaduct Events Centre, that involves a monetary transaction.

## (16) Security

Every precaution will be taken to protect Exhibitor's equipment. However, MTANZ and the venue will not accept responsibility for the loss or damage to exhibits or equipment placed at the venue. In all cases the Exhibitor must assume responsibility for damage of property, accident and injuries to employees, delegates and others.

## (17) Other Requirements

The Exhibitor/contractor/sub-contractor shall ensure that all the necessary insurances and licenses are available and current and that the safety and legality of any activity carried out within the venues is beyond question.

The Exhibitor/contractor/sub-contractor must ensure that their workspace is kept neat and tidy so as to avoid any hazards or items likely to cause injury or harm to anyone.

The venue is a strictly no smoking venue and the Exhibitor must adhere to and enforce this policy and the requirements of the Smoke-free Environments Amendment Act 2003 and its amendments. Fire Exits must be kept clear at all times. Exhibitors must comply with all reasonable direction of the venue operator.

## (18) Dangerous and Hazardous Substances

Substances that are of a dangerous, flammable, explosive or objectionable nature must not be brought into the premises without formal notification to the Ministry of Business, Innovation and Employment, MTANZ and the venue operator.

Where it is proposed to use toxic materials or fluids, the disposal of such materials requires notification to the Ministry of Business, Innovation and Employment. The nature of the

material or fluid and the quantities involved and a copy of the plan for disposal must be forwarded to MTANZ and the venue operator no later than 14 days prior to the exhibition/conference.

No more than one day's supply of any hazardous or dangerous substance shall be stored on the stand or within the venue at any time. The remainder must be stored in closed containers in a location as per the Hazardous Substance and New Organisms Act.

## **(19) Strikes, Fires and Acts Of God**

Dental EXPO reserves the right to change the location and/ or date or cancel Dental EXPO 2027 in the event a strike, fire,

war, pandemic, government regulation, disaster, civil disorder, curtailment of transportation facilities, or Act of God should render the event execution impossible or the hall, in which the Dental EXPO has been scheduled, unusable. Refunds of exhibit space payments may only be distributed once Dental EXPO has officially declared in writing that Dental EXPO 2027 has been cancelled.

## **(20) Condition of Acceptance to Exhibit**

Each Exhibitor acknowledges and agrees that its Application to Exhibit/Sponsor is conditional upon MTANZ being satisfied that the Exhibitor has (or can) comply with the Dental Industry Code of Practice (which can be viewed at [www.mtanz.org.nz](http://www.mtanz.org.nz)) as well as Good Industry Practice. For the avoidance of doubt, MTANZ reserves the right to decline any Application to Exhibit/Sponsor pursuant to this clause 21. For the purpose of this clause, Good Industry Practice means the exercise of that degree of skill, diligence and foresight that would reasonably be expected from a skilled, diligent and experienced operator in the same type of undertaking under the same or similar circumstances including (without limitation) compliance with applicable statutory, regulatory, and recognised industry requirements, codes and standards.

## **(21) Dental Code of Practice**

All exhibitors, be it MTANZ Members or Non-Members, must adhere to the guidelines of the Dental Industry Code of Practice. (Note. This is a condition of exhibiting at this event and applies to all exhibitors). A copy of the Code can be viewed at [www.mtanz.org.nz](http://www.mtanz.org.nz)

Ethical standards and compliance with applicable laws are critical to the dental industry's ability to continue its successful collaboration with Oral Healthcare professionals.

A close relationship between suppliers and the Oral Healthcare professional is a key element in the innovation and development of dental and medical technology products.

This close relationship is a positive for patients who are the ultimate beneficiaries of advanced dental and medical technology. However, this close relationship does require a clear understanding of ethical behaviours by both parties.

In particular, when exhibiting at a MTANZ organised event, clause 2.1 'Gifts & Inducements' must be adhered to. This clause states the following:

- "...a Member must not inappropriately influence a Dental Professional's selection of diagnostic and/or treatment pathways as a result of offering a Gift."

### **Companies may not:**

- At no time may a Member offer a Gift: In connection with the ordering, purchase or supply of a Therapeutic Product; or when it is in the form of cash / negotiable instruments / gift card (redeemable for anything other than a Therapeutic Product) / monetary equivalents, except when the benefit is applied against a Commercial Account.
- provide Oral Healthcare Professionals with gifts, including gifts of cash, food, wine or spirits, gift baskets, gift cards/ certificates or flowers.

For the avoidance of doubt, this does not preclude the legitimate practice of providing to Oral Healthcare Professionals appropriate samples of dental / medical technologies for genuine training, educational or evaluation purposes (generally in a clinical setting).

## **ANY QUESTIONS ON THE TERMS & CONDITIONS CAN BE DIRECTED TO:**

### **Medical Technology Association of NZ**

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