

THE AUSTRALIAN MODEL EXPO

Display Guidelines

MANDATORY GUIDELINES

Club and individual displays are an integral part of The Australian Model Expo and have always proven to be popular with everyone that attends. However, due to their increasing popularity and the growing demands on the available space, it has become imperative to establish the following mandatory guidelines:

- Club and individual displays will be limited to a maximum of two (2) table's frontage (4200mm x 900mm). Additional tables can be provided upon request and will be limited to a maximum of two (2). Additional tables can only be used to extend the depth of the display area, **not the frontage**.
- The total height of the fixed display must not exceed 1.8 metres above the floor level or 1 metre above the table top, whichever is the greater.

NOTE

This does not include the addition of any models.

- Space will be allocated behind the display to allow for club members or individuals to man their display, but there will be no provision or allowance for space between the tables.
- There is no requirement to use the tables provided, however if these are substituted with a purpose-built free standing display, then this must not exceed the allocated footprint area as stated above.

DISPLAYERS

You will need to let The Australian Model Expo committee know in plenty of time if you wish to put on a display as space for these is now at a premium. Conversely should you no longer wish to proceed with your display, for whatever reason, you will need to advise The Australian Model Expo committee as soon as possible.

A display can take many forms and whilst some present a theme, it is not essential to do so. However, if you plan to present a theme then you may want to consider the following:

- Subject – is it suitable and will not cause offence?
- Display size, format and layout – will it fit within the allocated footprint area?
- Signage and labeling – is it clear, concise, legible and easily viewable from the front of your display?
- Table cloths or coverings – are these required for your display? If so then **you** will need to provide these.

Clubs or individuals are encouraged to man their display so that any questions the public may have can be answered. It should also be seen as an opportunity to promote your club or interest, recruit new members and distribute any promotional material. The latter can also be placed in the designated area at the entrance to the venue.

SETUP AND ACCESS

It is important that club members or individuals exercise extreme care during the setup of their display and also whilst moving around it over the entire weekend. The Australian Model Expo committee therefore asks that club members or individuals **only** use the designated exits and limit the number of people behind their display, to a maximum of four (4) at any one time whenever possible.

As a dedicated area is also set aside for the purpose of demonstrations The Australian Model Expo committee also asks that club members do not model within or behind their club display area. Club members are encouraged to use the designated demonstration area for this purpose, as it will limit the potential for any accidents.

POWER

Although power is available there are only a limited number of sites that have access to power outlets. Therefore, should power be required you will need to contact The Australian Model Expo committee to arrange this.

If access to power is allocated then you will also need to provide your own power leads and power boards and adhere to the Sandown Workplace Health and Safety requirements, which states that no power leads are to extend beyond the allocated display areas.

PASSES

Each club will be allocated a maximum of four (4) free entry passes, whilst an individual displayer will be allocated a maximum of two (2) free entry passes.

For clubs these passes are not member specific and can be transferred from member to member as required. Entry for set-up on the Friday night is FREE, however at all other times (Saturday, Sunday and Monday) any member without a pass – even if only dropping off a model for a club display - will be expected to pay the normal Model Expo entry fee.

LOSS OR DAMAGE

Whilst The Australian Model Expo committee undertakes to provide all reasonable care and protection, all clubs and individual displayers accept and assume full liability for any loss or damage to their property at any time and from any cause whilst on the event premises.

BEST CLUB DISPLAY

Every club display – not including individual displays - is also eligible for the 'Best Club Display' award and this will be decided by a public vote in the same manner as the 'People' Choice' award. The club display that receives the most votes, from the public, will be declared the 'Best Club Display'.