2018 CICM ASM EXHIBITOR INFORMATION

VENUE

The Hotel Grand Chancellor – Hobart. (HGC)
1 Davey Street | Hobart

- **Registration**: Level 1, outside Federation Ballroom
- **Exhibition Area**: Federation Ballroom
  (Exhibitor storage area will be made available at the back of the exhibition within Federation Ballroom)
- **Plenary Sessions**: Concert Hall
- **Thursday networking drinks**: Federation Ballroom – Exhibition Area
- **Friday Welcome Function**: Federation Ballroom – Exhibition Area
- **Catering**: All Catering for the Trainee Symposium, ICU Update and the ASM will be held in the Federation Ballroom – Exhibition Area

EXHIBITION MOVE IN/OUT SCHEDULE

- **Custom Stand Build**: Wednesday 23rd May 9:00 - 17:00
- **Exhibitors Move-in**: Wednesday 23rd May 15:00 Onwards
- **Exhibitors Move-out**: Saturday 26th May 16:30 – 17:30

*Please note: timings may vary; however this should occur Sponsors/Exhibitors will be notified. Please bring high Vis vests for move and out times.*

**Attached is a letter from Hotel Grand Chancellor with delivery/dispatch information.**

NAME BADGES

- On arrival on Wednesday 23rd May, please ask staff to visit the Registration Desk – Located on level 1, outside the Federation Ballroom to collect their Name badges.
- Staff are registered for the exhibition; however, they are welcome to attend the ASM plenary sessions only, should they wish to do so.
- All Name badges for your stand will be together in the one envelope – any changes to names can be made onsite.
- Each exhibition booth is entitled to an ASM Handbook
- Each exhibitor registration does include the Thursday Networking Drinks & Friday Welcome Function – you do not require a function ticket for this.
- If you have any Full Registered Delegates attending the ASM, their information will be separate from the exhibitors.
- Staff will need to wear name badges at all times as Security will be present at main doors.

EXHIBITION DAILY PRIZE DRAWS

This year we are holding a daily prize draw, delegates could win the latest Go Pro, iPad or Apple Watch.

Each day exhibitors will be issued with tickets for delegates to complete. When a delegate visits your stand, ask them to complete a prize draw ticket.

A delegate can enter as many times as they wish, this is to encourage them to meet all our exhibitors.

We encourage each exhibitor to move from their stand and use the daily prize draw to “Start a conversation” with delegates.

Instructions and tickets will be issued on site.
EQUIPMENT/PRODUCT BUYING – RED LANYARDS

Anyone who has indicated that they are involved in buying equipment/products will be identified at the ASM by their RED lanyard.

SOCIAL FUNCTIONS

NETWORKING DRINKS - THURSDAY 24 MAY
17:00 – 18:30
Federation Ballroom – Exhibition Area

WELCOME FUNCTION - FRIDAY 25 MAY
18:00 – 20:00
Federation Ballroom – Exhibition Area

Meet the Makers offers you a chance to sample some of Tasmania’s finest Cheese, Oysters, Gin, Cider, Whisky and Wine. Tantalise your tastebuds and enjoy an evening not to be missed!

Please ensure all staff attending the ASM is aware that this function is held in the exhibition area to benefit trade. We would expect all trade to remain for the function to maximise time with the delegates. The winners will be announced on Saturday prior to the Trade Exhibition closing.

INTERNET ACCESS

The College has provided complimentary Wi Fi to all attendees.

Network Name: cicm2018asm
Password: cicm2018asm

EXHIBITION OPENING HOURS

Thursday 24th May 10:00 – 18:30
Friday 25th May 10:00 – 20:00
Saturday 26th May 10:00 – 16:30

The exhibition is opening on Thursday 24th to cater for delegates attending the Trainee Symposium and the ICU Update. Please remember: We close the exhibition at afternoon tea on Saturday 26th.

DRESS CODE

Business dress is not required: Neat Casuals for delegates and exhibitors.

CONTACT DETAILS

CICM
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