



# Science Teachers' Association of NSW Inc.

## VENDOR BOOKING FORM

Confirmation of registration/receipt will be sent via email so please provide appropriate email contacts below.  
 Enquire about membership when booking to qualify for corporate member rates. Office Use.....

Please complete this form by ticking applicable boxes and entering the required information.

1. Event:  Subject Day (1 Day) BEESST / Chemistry / Physics / (please circle)  
 Meet the Markers (1 Day)  Annual Conference (2 day)  Other .....
2. Status:  standard booking  corporate member  apply for membership with this booking  
 Bulk bookings: discounts may apply, please enquire  Office Use .....
3. Booking category ALL RATES INCLUDE GST

Please tick below and include event name and date:	Fee per day	Event Name / Date
<input type="checkbox"/> Member (exhibitor booking) includes: One trestle table, two chairs, and access to power, 2 persons catered meals*	\$360/day	
<input type="checkbox"/> Member (workshop presentation)** includes : workshop presentation and 1 person catered meal at a STANSW event in the same calendar year	No charge	
<input type="checkbox"/> Non Member (exhibitor booking) includes: One trestle table, two chairs, and access to power, 2 persons catered meals*	\$460/day	
<input type="checkbox"/> Non Member (workshop presentation)** includes: workshop presentation at a STANSW event on one day and exhibitor space on the same day.	\$610/day	
<input type="checkbox"/> Satchel inserts to be posted or couriered to STANSW office one week before the event date. Brochure, catalogue or flyer at 65c/ item (Standard) OR 45c/ item (Corporate Member). Please check with office about required amount for each event. <input type="checkbox"/> Backing board only provided if requested. Each stand comes with trestle table and access to power.		

\*\* Please note that completing this form does not confirm your workshop inclusion in the event program. A separate submission form is required, and will be considered by the relevant committee. Please contact us directly should you wish to present at a STANSW event.  
 \* For catering purposes please confirm the name/s of the representative/s attending on the day\*\* You will be charged per head for additional staff attending

5. Exhibitor information Representative Contact Name \_\_\_\_\_  
 Organisation \_\_\_\_\_  
 Receipt Address \_\_\_\_\_  
 Suburb \_\_\_\_\_ State \_\_\_\_\_ Post code \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_

6. Payment details STANSW Inc PO Box 458 Strathfield NSW 2135 FAX: (02) 9763 2739 or Email: [office@stansw.asn.au](mailto:office@stansw.asn.au)  
 Please tick which payment method  EFT  Cheque  Credit Card  
 Payments via EFT: BSB 032003 Account # 810494 Account name: Science Teachers Association of NSW  
 In the transaction description please include your Organisation Name. Once payment has been made please, send payment receipt via fax or email.

Pay with: Cheque / Money order or Debit:  MasterCard  Visa to total value of \$ \_\_\_\_\_  
 Card number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expires: \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_  
 Cardholder name: \_\_\_\_\_ Cardholder signature: \_\_\_\_\_

Please consider this form a tax invoice once you have paid. ABN: 44 677 048 086 Cancellation policy: a 50% cancellation fee may apply. All cancellations must be made in writing. There will not be any refund for cancellations made less than 5 working days before the event. Any amendments to the booking must be advised no less than 3 working days before the event. Any cancellation thereafter will incur a service fee of 50% of the booking fee. As an alternative to cancellation, a credit note may be issued to attend another STANSW event within 12 months of the booking. No refunds will be given, and a tax invoice will be issued if STANSW is not notified of the cancellation. STANSW will not accommodate any exhibitors that turn up on the day without prior registration.  
 Science Teachers Association of NSW Inc Ph (02) 9763 2751 [www.stansw.asn.au](http://www.stansw.asn.au)