

## **Admission Entry Policy to International Jewellery & Watch Fair (IJWF)**

Expertise Events' (Organisers) purpose in conducting the IJWF Exhibition (**Event**) is to provide the jewellery, watch making and associated industries with a forum to exhibit their products and services, sell and order take, exchange information, and opportunities for business growth, by catching up with past, present and potential new customers.

Attendees will see the latest products and services available in the marketplace, and the ability to network and engage with Exhibitors, industry participants and overseas suppliers/manufacturers.

Exhibitors are encouraged to be educational, communicative and informative in their exhibit displays and contact with attendees.

Our goal is to ensure that we do what we can to ensure your investment is protected and maximised.

Exhibitors are there to present, educate the industry, sell, and maximise the exposure of their goods, services and organisation and not be sold to, and equally not to have non-participating organisations promoting themselves at the Event who are not contributing to its success. We ask the Exhibitors on the show floor work with us in protecting their collective investment.

### **Trade Show Management**

We reserve the right to restrict access to, or to remove any attendee from the Event, for any infraction or non-compliance with these rules.

### **Who Can Attend?**

IJWF is the industry trade event for jewellery, watch and associated industries participants. Each attendee is expected to conduct him/herself in a professional and courteous manner, and respect IJWF Exhibitors and the rights of other attendees.

### **Non-Exhibiting Suppliers**

Non-Exhibiting Suppliers are only able to access the trade show from midday Monday and will be subject to an admission fee of \$50 per person. Once entry has been granted they will

not permitted to conduct business on the show floor (aka 'suitcasing'). Expertise Events reserves the right to escort any attendee from the show floor if they are reported to be soliciting business at the show and they are not an Exhibitor.

## **REGISTRATION OF EXHIBITORS**

Each exhibiting organisation shall submit prior to the Exhibition Date, on a form provided by Expertise Events, a complete list of all personnel working in their exhibit, excluding Independent/Manufacturers' representatives. Admission will be by badge only. Identification badges are non-transferable. Expertise Events reserves the right to limit the number of persons representing an exhibiting firm at any one time.

We are committed to do our very best to protect the participating Exhibitors' investment in the show. **DO NOT INVITE THEM WITHOUT ADVISING THEM OF THIS RULE.** They will be denied access to the trade show.

## **ADMISSIONS- STUDENT AND CHILDREN POLICY**

### **General Admission Policy:**

1. Only registered IJWF visitors who are badge holders, visitors who register on the day and exhibitor badge holders will be able to enter the International Jewellery & Watch Fair. Visitors will be asked to include some sort of photo-ID with their name badge for verification purposes. If requested, a visitor must provide ID onsite or may be subject to refusal of entry or removal from the Fair.
2. Non-participating suppliers can gain access on Monday 26 August 2019 FROM MIDDAY ONLY at a cost of \$50. No other days or times are permitted. Visitors who try to circumvent this policy will be escorted from the show floor. To avoid embarrassment please respect that companies are paying to exhibit at the Event.
3. Visitors who register prior to IJWF or onsite at the event may be asked for proof of trade status or business eligibility. Relevant proof could include trade association membership, business card showing name of visitor, copies of a supplier invoice, exhibitor referral, a payslip or other means.
4. IJWF is strictly for members of the jewellery, gift and fashion TRADE ONLY. If you are found not to be from the trade you will be refused registration and will be asked to leave the venue immediately.

5. Visitors to IJWF will be required to have their bags searched by security personnel prior to admission and visitors may be subject to further random bag searches during their attendance at IJWF.
6. Official IJWF photographers will be taking photographs and filming videos at IJWF. Anyone attending IJWF consents to such photography and filming without compensation and confirms that the Organisers shall be entitled to use such photographs and videos, which may include photographs and videos of visitors, for the purpose of marketing IJWF in future, for exploitation in any and all media, without liability. No other photography or filming will be permitted at IJWF without the prior written approval of the Organisers.
7. Students are permitted entry to the Fair but must be on a recognised jewellery course and must state their college name on the registration form. Large groups of students are discouraged from attending the Fair unless split into small groups (less than five) and accompanied by a lecturer.
8. Badge holders must not allow their badges to be worn by anyone else. Any failure is likely to lead to the badge holder and the person wearing the badge being removed from IJWF.
9. Anyone attending IJWF should carry some form of photo-ID (passport, photo-ID drivers licence, national identity card) or other identification acceptable to the Organisers. Admission to the Fair may be subject to a random bag search and ID check.
10. Anyone obtaining an IJWF visitor or exhibitor badge by theft, deception or other illegal means will be asked to leave IJWF.
11. Children under the age of 16 who attend IJWF will be required by the Organisers to be accompanied by a parent or guardian. Visitors with children will be responsible for their children and will be asked to put their mobile number on a wristband to be worn by the child. Children found to be causing a nuisance, separated from their parent or guardian or resulting in complaint from other attendees, will be asked to leave IJWF and the venue.
12. Anyone attending IJWF must not take part in any canvassing, leafleting, demonstrations, objectionable behavior or any activity which may disrupt IJWF. Any of the aforementioned activities will result in removal and banning from future attendance.

13. Press badges at IJWF are restricted to Editors, Sub Editors, Editorial Assistants, Editorial Researchers, Publishers, Journalists, Broadcasters, Web Bloggers and Photographers associated with the jewellery industry. Members of the press may be required to complete an application form and produce accreditation in the form of a photocopy of a recognised press or media card, business card, a letter from the editor or an official web address linking to a press release in order to verify their position. Please note that Sales, Marketing, Advertising, Publishing staff and Media Sales Representatives will not qualify as Press for this Fair.
14. The Organisers reserve the right to exclude or remove anyone from IJWF who does not comply with this policy or who they reasonably consider is likely to break these rules or who is prohibited from attending under any applicable sanctions, laws or regulations, or otherwise at the Organisers' discretion.
15. CCTV is in operation at IJWF. Images will be recorded for prevention of crime and public safety and may be shared with the police.
16. Non-exhibiting companies attending on Monday 26 July cannot solicit for business on the trade show floor or from exhibitors within the show, their admission is purely to observe the trade show.

Thank you for your understanding and we hope you have a great Event!

### **STUDENT POLICY:**

We ask you to bear in mind that Expertise Events are committed to the future of the jewellery, watch and associated industry and as a result actively encourage the attendance of TAFE, University and recognised education institution students to attend and participate in the Event. We also acknowledge trade events and exhibitors invest a lot of time and money to attend with the intent of meeting new and existing customers.

The exhibition is a business-to-business activity and exhibitors are present to meet industry representatives. They will give priority to visitors to their stands to whom they can sell their products and services. Please be aware that there will not be appropriate representatives on the exhibitor stands who can answer questions relating to career advice.

All students should be smartly dressed and wear their badges throughout their visit to the Event.

For any students attending in groups, permission is required from the Organisers. Please email your request to [info@expertiseevents.com.au](mailto:info@expertiseevents.com.au)

### **Children Policy:**

Waivers can be obtained from the registration counter, and if approved, a Child's Pass will be provided to grant limited access to the trade show floor only. The parent or legal guardian that signs the waiver must accompany the child at all times, and ensure they are wearing the Child's Pass. If a child is found without parent or legal guardian supervision, he/she will be taken to the registration counter and his/her waiver will be rescinded. Failure of the parent or legal guardian to supervise the minor's activities may result in removal from the Event.

### **Frequently Asked Questions:**

#### **I HAVE REGISTERED AND RECEIVED AN EMAIL CONFIRMATION FROM YOU**

Proceed to the main registration counter with your email confirmation.

#### **I HAVE SENT IN MY REGISTRATION FORMS BUT I HAVEN'T HEARD BACK**

The first step is to check your email spam filter/junk mail folders for our confirmation email.

If you haven't received a confirmatory email from Expertise Events please do not assume you are registered to attend, you may need to register again at the Event.

#### **I WANT TO COME TO THE EVENT BUT HAVEN'T REGISTERED YET**

If you are from the media, entertainment technology or associated industry (and not a non-exhibiting supplier) proceed to the onsite registration counter where you can register.

#### **I'VE NEVER ATTENDED IJWF EVENT BEFORE**

If you are from the jewellery, watch or associate industry participant, either pre-register to save time or visit the onsite registration desk.