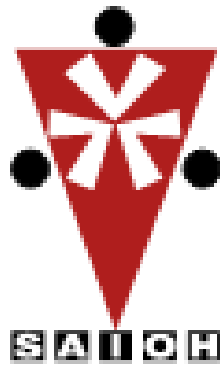


SAIOH ANNUAL CONFERENCE 2019  
African Pride Mount Grace Country House and Spa



# THE SOUTHERN AFRICAN INSTITUTE FOR OCCUPATIONAL HYGIENE



## ANNUAL CONFERENCE 2019



## EXHIBITOR INFORMATION

Southern African Institute for Occupational Hygiene (SAIOH)  
Non Profit Company Reg. No 2012/041011/08 / NPO No 127-104

PO Box 50772 Randjesfontein 1683 / Willow Wood Office Park, Cedar Rd & 3rd Street, Broadacres, Johannesburg, 2021  
Tel: +27 11 065 9209/10/11 Cell: 071 672 4916 E-mail: [info@saioh.co.za](mailto:info@saioh.co.za) URL: [www.saioh.co.za](http://www.saioh.co.za)



SAIOH takes pleasure in inviting you to attend and participate in its upcoming Annual Conference, which will be held at the African Pride Mount Grace Country House & Spa, Magaliesburg, 15th to 18th October 2019.

### KEY INFORMATION

<b>Location</b>	African Pride Mount Grace Country House and Spa Old Rustenburg RD, Magaliesburg, 1791 +27(0)14 577 5600
<b>Duration of Conference</b>	Two Days - Professional Development Courses (PDCs) One and a half (1.5) Day - Conference
<b>Accommodation</b>	Please refer to Accommodation information and booking form below
<b>Theme</b>	<b>“Occupational Hygiene and the 4th Industrial Revolution”</b>
<b>Gala Dinner</b>	17 October 2019 <i>Delegates wishing to bring a guest will need to ensure they register their guest online, as there is a fees of R600 (excl VAT) for guests (Gala Dinner only)</i>
<b>Snacks and Lunch (Arrival, Mid-Morning &amp; Mid-Afternoon)</b>	Tea breaks and lunch venue to be provided by Mount Grace
<b>SAIOH CPD Points</b>	Attendance at the SAIOH Annual Conference is accredited for 1 SAIOH CPD point per day. Attendance at the PDC session(s) is accredited for 1 SAIOH CPD point

African Pride Mount Grace Country House & Spa is a blissful countryside retreat away from the hustle and bustle of city life. Nestled amidst the majestic Magaliesburg Mountains, the hotel offers a charming blend of classic style, elegant luxury and natural serenity. Trade crowded city skylines for sweeping views of the serene Magaliesburg countryside. Escape traffic jams and meander along walkways lined with wild lavender bushes. Leave work deadlines behind and step back in time at the nearby Cradle of Humankind. Then return to the hotel to recharge in opulent comfort. Four on-site dining experiences satisfy every culinary craving – from classic dining to country-style buffets and healthy seasonal fare. Award-winning Mount Grace Spa and Bush Spa provides a soothing balm for city living blues with a selection of nature-inspired treatments. Well-appointed rooms offer views over the lush gardens, while exclusive villas feature separate living areas and plunge pools to provide a peaceful night's rest.

### CONTACT PERSON

Please feel free to contact the Conference Organisation Team for any assistance at [conference2019@saioh.co.za](mailto:conference2019@saioh.co.za)

Alternatively, you can contact Ms Kate Smart, the SAIOH chief administrator at [info@saioh.co.za](mailto:info@saioh.co.za)

SAIOH is a non-profit organisation which is committed to the prevention and reduction of ill health at work through the dissemination of knowledge and the professional registration of Occupational Hygiene Practitioners.

By exhibiting at this conference you and your company will gain recognition and exposure for your products and services, by means of:

- Company name and logo on the final conference programme
- Company name and logo included in all SAIOH national and international communications
- Company name and logo hyperlinked from SAIOH's website to your company website



- Opportunity to have your company banner/s and posters at the venue for the duration of the conference
- Company marketing material placed in the delegate bags

**Exhibitor Fee: R8000 (excl VAT)**

The fee per exhibitor stand is inclusive of the conference days as well as the PDC-days prior to the conference start (4 days in total) and includes: ± 4m x 3m exhibition area with a table and two chairs, and services, lunch, refreshments and attendance for two representatives at the Gala Dinner and SAIOH Awards event, on the evening of 7 October 2019.

Note: Additional places may be booked at the gala dinner at R600.00 excl vat per person.

**EXHIBITOR BOOKING FORM**

Please print clearly and mail to [info@saioh.co.za](mailto:info@saioh.co.za)

Company Name.....

Physical address.....

.....Postal Code.....

Postal Address.....

.....Postal Code.....

Telephone Number.....

Email Address.....

Mobile Phone Number.....

Company Order Number.....

**CONTACT PERSON AND DESIGNATION OF THOSE ATTENDING TO THE STAND**

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.....

Will you be attending the dinner function? YES / NO (Please note: If you do not respond to this, we will NOT reserve a place for you at the dinner) Number of seats required at dinner 1\_\_\_\_\_ 2\_\_\_\_\_ Additional seats requested at Gala dinner: \_\_\_\_\_

.....

**SIGNED BY EXHIBITOR.....DATE: .....**



## EXHIBITOR INFORMATION AND TERMS AND CONDITIONS

This guide is designed to provide you with all the necessary information needed to ensure that you are fully prepared prior to commencement of the conference.

### **Terms and conditions Exhibition Venue Location and Information**

The exhibitor's area will be locked during the night however, you are advised to remove all valuable items when you leave your stand at the end of each day.

Plug points will be provided if necessary (please indicate if you require a plug point by email [info@saioh.co.za](mailto:info@saioh.co.za))

Each exhibitor stand area will include 1 x trestle table, a white table cloth and 2 x chairs and does not include furniture, insurance, cleaning, loading and handling of equipment, staff, telephones etc.

Set-up may begin on Monday 14 October 2019 whilst the first PDC's are taking place. Tea breaks and lunch will be served in the exhibition venue. Stands must be fully set-up and manned by 12.30pm on the 15 October 2019 in time for the first lunch session.

Stand dismantling may occur any time after the morning break on Friday 18<sup>th</sup>. All exhibitors must be packed up by 4.00pm on the final day of the conference (unless prior arrangements are made).

### **General Information**

Company pamphlets/ flyers to be included in the delegate bags must be delivered to the below address on or before **11 October 2019** to ensure inclusion in the delegate bag.

#### **Delivery Address:**

Kate Smart  
Willow Wood Office Park  
Corner Cedar and 3<sup>rd</sup> Avenue  
Broadacres  
Sandton  
2021

SAIOH, being active on Facebook, Twitter and LinkedIn will keep its followers up-to-date with the conference proceedings with posts, photos and tweets. SAIOH reserves the right for conference organisers and photographer to take and use photographs, images and any video footage of your stand during the conference.

### **Terms and Conditions**

Exhibitors must ensure that:

- (a) The stand is fully staffed and continually kept open throughout the conference
- (b) Walkways are kept clear at all times
- (c) The space is kept clean and tidy
- (d) Business is conducted in an appropriate manner from the stand

Exhibitors are required to arrange displays so as not to obstruct the general view or conceal other exhibits.



Loud speakers, radios, televisions or equipment which is of sufficient volume to be distracting to neighbouring exhibitors or conference attendees is not permitted.

The property of the Exhibitor is deemed to be under their responsibility, control and oversight at all times, including in transit to and from the venue and within the confines of their stand. The stand, materials, displays and equipment should not be left unattended at any time. Please note that the exhibition room will be locked every evening.

**SAIOH** accepts no responsibility whatsoever for any loss of or damage to or theft of property (including materials, displays and equipment) belonging to the Exhibitor.

Exhibitors are responsible for arranging couriers and transportation of exhibition equipment and exhibitors to the conference. Exhibitors must make their own arrangements for storing equipment/materials prior, during and after the conference.

Exhibitors will be solely responsible for the cost of remedying any damage and repairs howsoever caused to the venue carpet, walls, floor and all property damaged or destroyed by an Exhibitor must be replaced to its original condition at the expense of the Exhibitor.

Exhibitors must, at all times, comply with the venue's regulations and policies including any laws.

Exhibitors, at its sole expense, must take out all necessary insurance, including Public Liability insurance.

Exhibitors who wish to carry insurance on their property or for any other purpose must do so at their own expense.

The Exhibitor will be liable to the Organisers for all losses, unpaid accounts, interest, damages, costs, charges, fees and expenses incurred by the Organisers as a result of the Exhibitor failing to comply with these terms and conditions.

**ACCEPTANCE: The Exhibitor has read the terms and conditions and understands that this agreement is legally binding.**