

# SPONSORSHIP AND EXHIBITION PROSPECTUS



## ACOUSTICS 2020

JOINT NEW ZEALAND & AUSTRALIA ACOUSTICAL SOCIETIES CONFERENCE

## THE NATURE OF ACOUSTICS

2 – 4 NOVEMBER 2020

TE PAPA, WELLINGTON, NEW ZEALAND



[www.acoustics2020.com](http://www.acoustics2020.com)



The Acoustical Society  
of New Zealand



ACOUSTICS 2020, the third joint New Zealand and the Australian Acoustical Society Annual Conference will be held at Te Papa, Wellington, New Zealand, Monday November 2 to Wednesday 4 November 2020, and will be another excellent joint across Tasman conference in Acoustics.

Acoustics 2020 will provide a unique opportunity for manufacturers and suppliers to showcase the latest developments in acoustic instrumentation, software and noise and vibration control products.

The timing of the event from a Sunday bump in to a Wednesday bump out is designed to suit interstate and international travel through lower cost off-peak flights and options for starting with great holiday weekend and then returning home on Wednesday afternoon so that you can be back at work on Thursday morning.

With an anticipated attendance of over 150 industry professionals, researchers and educators from New Zealand, Australia and the rest of the world, there is no better opportunity for a manufacturer or supplier to present their latest innovations and products to the New Zealand and Australasian acoustics industry.

With six (6) levels of sponsorship available, there is the opportunity for manufacturers and suppliers to show their support for the activities and aims of the New Zealand and Australian Acoustical Societies.

On behalf of the Acoustics 2020 Organising Committee, we extend an invitation to all companies and individuals associated with noise and vibration to be part of this exciting event. We look forward to seeing you in Wellington in November 2020 and thank you in advance for supporting the New Zealand and Australian Acoustical Societies.

A handwritten signature in black ink that reads "Jon Styles".

**Jon Styles**

New Zealand Acoustical Society  
President  
[jon@stylesgroup.co.nz](mailto:jon@stylesgroup.co.nz)

A handwritten signature in black ink that reads "Norm Broner".

**Dr Norm Broner**

Australian Acoustical Society  
Exhibition and Sponsorship Manager  
[norm@bronner.consulting](mailto:norm@bronner.consulting)



## KEY DETAILS

<b>Title</b>	<b>Acoustics 2020 Te Papa</b>	
<b>Location</b>	Wellington, New Zealand	
<b>Dates</b>	Sunday 1 – Wednesday 4 November, 2020	
<b>Organizer</b>	New Zealand Acoustical Society	
<b>Key timings</b>	Sunday 1, 2020	Exhibition Bump In 2:00pm – 5:00pm
	Monday 2, 2020	Morning and afternoon sessions Meals / refreshments in Exhibition area Welcome Reception in Te Marae
	Tuesday 3, 2020	Morning and afternoon sessions Meals / refreshments in Exhibition area Conference Banquet
	Wednesday 4, 2020	Morning sessions Meals / refreshments in Exhibition area Conference Close Exhibition Bump Out 2:00pm – 4:00pm
<b>Contacts</b>	Exhibition and Sponsorship Manager	Dr Norm Broner, <a href="mailto:norm@broner.consulting">norm@broner.consulting</a> +61 3 9005 9605
	Conference Organizer	Lea Boodee +64 3 928 0620 Ext: 700 Mob: 0211170916

Conference Website: <https://www.acoustics2020.com/>

## LOCATION AND FACILITIES

Situated at the southern end of the North Island, Wellington, New Zealand, was recently named "the coolest little capital in the world" by Lonely Planet.



Surrounded by nature and fuelled by creative energy, Wellington is a compact city with a powerful mix of culture, history, nature and cuisine. Fuel your visit with strong coffee and world-class craft beer – Wellingtonians are masters of casual dining, with plenty of great restaurants, night markets and food trucks.

### Things to do in Wellington

Relax at Oriental Bay, Wellington's golden-sand inner-city beach and delve into the many museums, art galleries and theatre shows that make up the city's pulsing cultural scene. If you're into the outdoors, Wellington has action-packed adventure activities like mountain biking and sea-water kayaking, as well as beautiful walks around the harbour and surrounding hills. Try the visually stunning Makara Peak track, as well as the City to Sea walk where you can experience the best of Wellington's waterfront. Ride the cable car up the hill to Kelburn for amazing views over the city and enjoy an ice cream at the top.

Tucked between a glittering harbour to the south and lush hills on the other side, Wellington has plenty of sights to offer visitors. Wellington's attractive waterfront is best explored on foot, from Queens Wharf around the harbour through to the golden shores of Oriental Bay. The iconic Wellington cable car runs up to the botanic gardens and lookout - from there you can stroll back down to the city centre through native bush and greenery. Walk, drive or bus up Mount Victoria, where you can watch the sun set over the city.

Fancy seeing tuatara or kiwi up close? Several wildlife experiences are easily accessible, from eco-sanctuaries like Zealandia to a nearby fur seal colony. The nature reserve of Kapiti Island is home to some of the world's most endangered birds, a short trip from Wellington by boat.



## TE PAPA

On the waterfront itself you'll find *Te Papa Tongarewa Museum*, New Zealand's national museum. Te Papa, as it's colloquially known, means 'our place' and is one of the best interactive museums in the world.

It is an iconic New Zealand building, right in the heart of the capital city. It is easily accessible by international and domestic flights into Wellington airport, which is only a short 15 min drive from the venue.



The **Exhibition and catering** will be located in the Amokura Gallery, on Level 4. The conference sessions will be on Levels 2 and 3 but all morning/afternoon tea and lunch breaks will take place in the Exhibition area on Level 4.

The impressive Amokura Gallery has staged many successful exhibitions within the museum.



The gallery offers nearly 900m<sup>2</sup> of floor space uninterrupted by pillars or partitions making it ideal for larger conferences, trade shows and banquet dinners.

The **Welcome Reception** will be held in the Level 4 Te Marae space in Te Papa. The Te Marae space features contemporary Maori carvings and the entrance to Te Marae is via the Signs of a Nation space.





## ACCOMODATION

There are many hotels near Te Papa Museum. A Google search showed some of them as follows :

### **InterContinental Wellington**

The 5-star InterContinental Wellington is located by the harbour waterfront, just 8 km from Wellington International Airport. Great staff, wonderful breakfast, excellent bar. Superior rooms, best location.

Avg. price/night: AUD 191

### **Doubletree By Hilton Wellington**

Situated in Wellington's CBD, Doubletree By Hilton Wellington offers guests a city escape, just 450 metres from the waterfront. It was really good located and really stylish.

Avg. price/night: AUD 150

### **Mercure Wellington Abel Tasman Hotel**

Mercure Wellington Abel Tasman Hotel is ideally located between The Terrace, Lambton Quay and Courtenay Place, in the centre of Wellington's business and entertainment district. Tidy comfortable room, great location!

Avg. price/night: AUD 111

Other Hotels include:

**Travelodge Hotel Wellington *4 stars***

**Trinity Hotel *3 stars***

**Mercure Wellington Abel Tasman Hotel *3 stars***

**C Hotel Wellington *3 stars***

**Lodge in the City**

**The Setup on Dixon - Hostel *3 stars***

**The Setup on Manners Serviced Apartments *3 stars* .**

**Aura Hotel *3 stars***



## ATTRACTIONS

Wellington is the gateway to some of New Zealand's top attractions.

Geographically-speaking, Wellington is literally in the centre of all the action. A ferry ride is all it takes to reach the South Island – Picton and the Queen Charlotte Sound are a few of the great places to stop over for a day trip. The Rimutaka Ranges, which is a popular spot for hiking and cycling, is within easy access too. A little further up, Martinborough, which is part of the Classic New Zealand Wine Trail, is a mere hour's driving distance from Wellington.

For more information regarding planning for your stay in New Zealand, go to

<https://www.acoustics2020.com/plan-your-stay>

## CONFERENCE BANQUET

The venue is to be confirmed but will be close to the Conference location.

The cost for a ticket to the Conference Banquet is to be confirmed.



## LECTURE ROOMS AND EXHIBITION VENUE

# TE PAPA

MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA

**Nau mai, haere mai!**

Tūhuratia ngā taonga me ngā kōrero motuhake o tēnei whenua ki ngā papa whakaaturanga e rima – mai i te ao Māori, Te Moana-nui-a-Kiwa ki ngā toi, puta noa ki te taiao.

Discover the treasures and unique stories of New Zealand on five floors of fascinating displays – from Māori and Pacific culture to art and the natural environment.

LEVEL

2

**Information Desk**  
Tickets for guided tours, children's StoryPlace, and exhibitions with entry fees

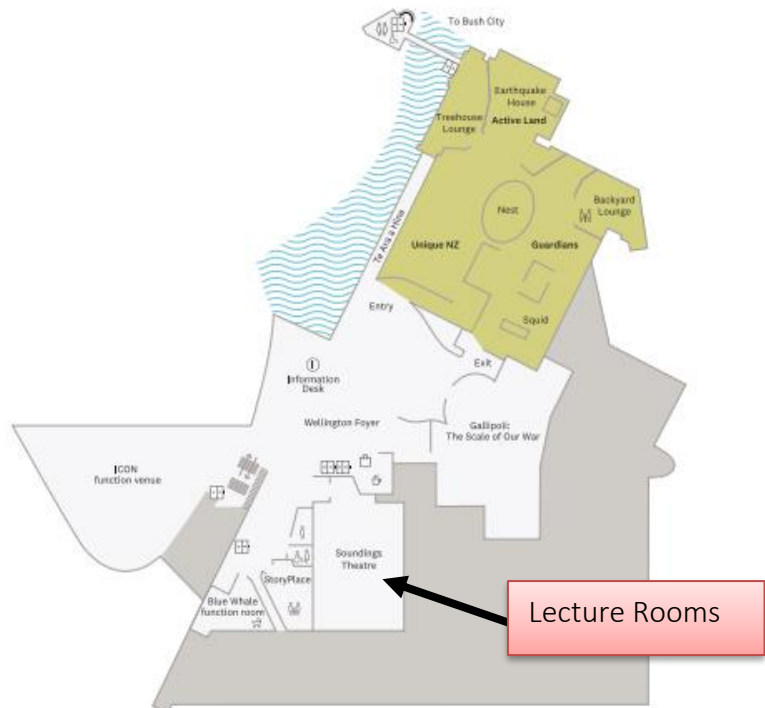
**Te Taiao | Nature**

Te Ika Whenua  
Unique NZ  
Whakarūaumoko  
Active Land  
Te Kōhanga  
Nest  
Ngā Kaitiaki  
Guardians

Karipori: Te Pakanga Nui  
Gallipoli: The Scale of Our War  
New Zealanders in the World War I campaign

**Toa Tamariki**  
Our store for kids

**Toa Kawhe**  
Coffee kiosk



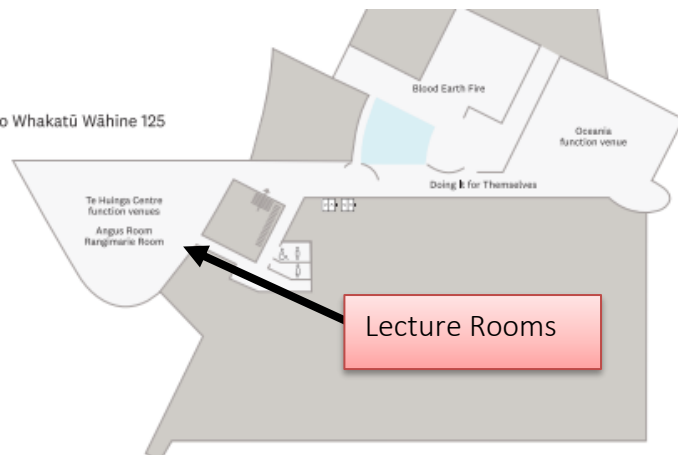
→ See over for Levels 3, 4, 5, and 6

LEVEL

3

**Blood Earth Fire | Whāngai Whenua Ahi Kā**  
The transformation of Aotearoa New Zealand

**Doing It for Themselves | Te Whakaaturanga o Whakatū Wāhine 125**  
Suffrage 125 exhibition



Te Papa o Pōneke, Te Taiao, Karipori  
Wellington Foyer, Nature, Gallipoli

Te hua a te tangata, a te whenua  
People's impact on the land

LEVEL  
**4**

Kōrero pāpori & Toi Art  
Social history & Toi Art

Toi Art  
Art exhibitions

Mana Whenua  
The world of Māori

Ko Rongowhakaata: Ruku i te Pō, Ruku i te Ao  
Ko Rongowhakaata: The Story of Light and Shadow  
Iwi (tribal) gallery

Rongomaraeroa  
Te Marae  
Te Papa's contemporary meeting place

Te Tiriti o Waitangi: Ngā Tohu Kotahitanga  
Treaty of Waitangi: Signs of a Nation  
Aotearoa New Zealand's founding document

Tangata o le Moana  
Pacific peoples in New Zealand

Uruwhenua  
Passports  
Immigrants' stories

Ngā Manene  
The Mixing Room  
Stories from young refugees in New Zealand

Motupaika Hautipua  
Britten Bike  
The record-breaking Britten V1000 motorbike

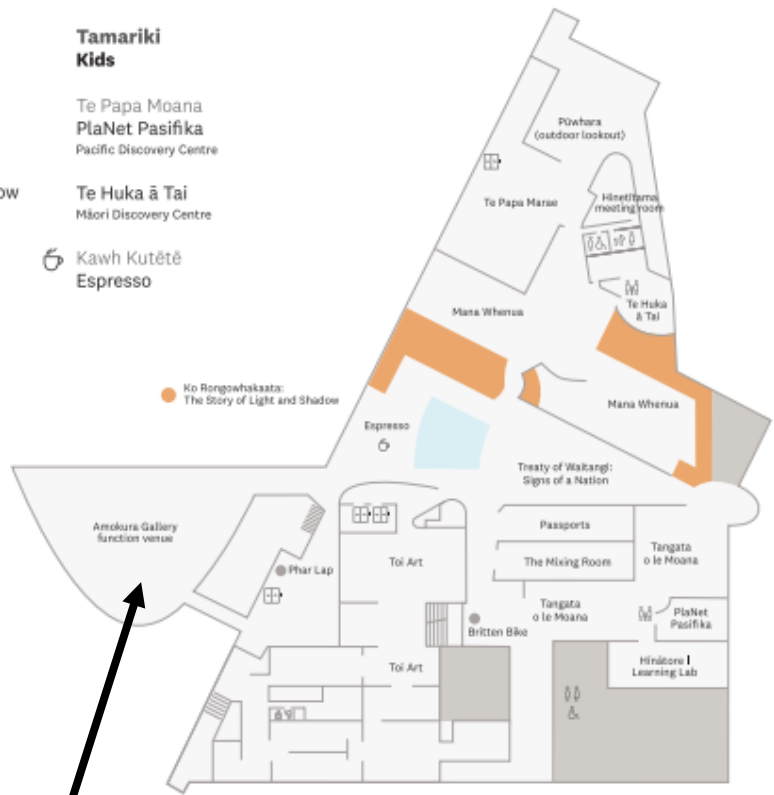
Phar Lap  
The legendary racehorse

Tamariki  
Kids

Te Papa Moana  
PlaNet Pasifika  
Pacific Discovery Centre

Te Huka ā Tai  
Māori Discovery Centre

Kawh Kutētē  
Espresso



Exhibition Area

## SPONSORSHIP OPTIONS

The organising Committee of Acoustics 2020 is pleased to continue key initiatives:

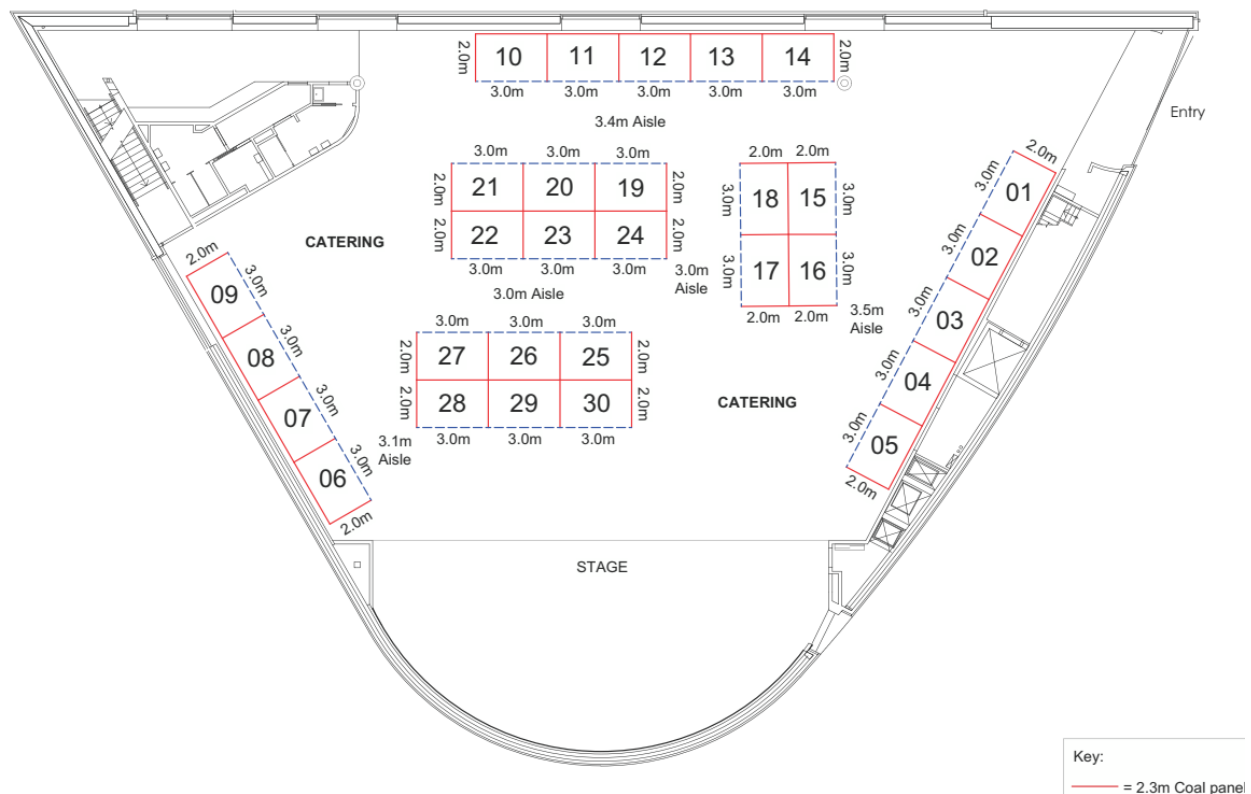
- There are six (6) levels of sponsorship: Conference Dinner, Gold, Silver, Bronze, Corporate and Associate, catering to individual company interests and marketing budgets.
- As per previous conferences, morning tea, lunch and afternoon tea will be served in the Exhibition area.

All costs are listed in **New Zealand Dollars** and exclude GST (15%).

The Exhibition Area allows for the installation of 30 booths as shown in Figure 1.

As always, the booths will be allocated on a first-come/first-served. Shown in Figure 1 are the indicative location of the catering stations for the morning tea, lunch and afternoon tea.

It may be necessary to alter the booth arrangement and the location of the catering station depending upon delegate numbers. This would be subject to venue approval.



All lunches and coffee breaks will be provided in the Exhibition Area.

**NOTE; THIS YEAR ALL ADVERTISING MATERIAL WILL BE ONLY IN DIGITAL FORMAT. NO PRINTED BROCHURES WILL BE DISTRIBUTED**

## PLATINUM/CONFERENCE DINNER SPONSOR

The Conference Dinner Sponsor will be the exclusive sponsor of the Conference Dinner which will take place on the evening of **Tuesday 3 November 2020**.

In addition, the Conference Dinner Sponsor will be the exclusive sponsor of the opening plenary presentation to be held on the Monday morning.

You will be entitled to a double sized exhibition space for the Exhibition and additional complimentary Conference Registrations, Welcome Function tickets and Conference Dinner Tickets.

Benefits:

- ❑ Exclusive sponsor of the conference dinner on Tuesday evening and of the opening plenary presentation on Monday morning.
- ❑ Company banner (supplied by sponsor) in the main registration area.
- ❑ One (1) complimentary (double sized) exhibition space on Monday - Wednesday.
- ❑ Three (3) complimentary Conference Registrations.
- ❑ Six (6) complimentary tickets for the Welcome Function.
- ❑ Six (6) complimentary tickets for the Conference Dinner.
- ❑ Full page advertisement inside the electronic Conference Book of Abstracts.
- ❑ Display of your sponsorship, company logo and direct company link on the Conference Web page.
- ❑ Verbal acknowledgement as the Conference Dinner Sponsor at the opening address, dinner and closing address.
- ❑ Opportunity to provide digital advertising material for the USB.

**INVESTMENT: NZ \$17,500 + GST (15%)**



## GOLD SPONSOR

Each of the Gold Sponsors will be entitled to the exclusive sponsorship of a plenary session (not including the first plenary) or a keynote address.

A Gold Sponsor will be entitled to a double sized exhibition space for the Exhibition and additional complimentary Conference Registrations, Welcome Function tickets and Conference Dinner Tickets.

Benefits:

- ❑ For plenary session; a freestanding company banner (supplied by sponsor) can be displayed.
- ❑ One (1) complimentary (double sized) (6m x 2m) exhibition space.
- ❑ Two (2) complimentary Conference Registrations.
- ❑ Five (5) complimentary tickets for the Welcome Function.
- ❑ Five (5) complimentary tickets for the Conference Dinner.
- ❑ ½ page advertisement inside the electronic Conference Book of Abstracts.
- ❑ Display of your sponsorship, company logo and direct company link on the Conference Web page.
- ❑ Verbal acknowledgement as a Gold Sponsor at the opening address, dinner and closing address.
- ❑ Opportunity to provide digital advertising material for the USB.

**INVESTMENT: NZ \$15,000 + GST (15%)**

## SILVER SPONSOR

Silver Sponsors will be able to be an exclusive supporter of the Welcome Function or will be able to select a topic stream to sponsor. You will receive a complementary exhibition space plus one (1) complementary Conference Registration.

Silver Sponsorship will be available to one sponsor per category. Silver Sponsor categories are:

- ❑ Welcome Function (Monday evening)
- ❑ Topic stream
- ❑ Congress Workshops

Benefits:

- ❑ One complimentary (3m x 2m) exhibition space with all exhibition package inclusions.
- ❑ One (1) complimentary Conference Registration.
- ❑ Two (2) complimentary tickets for the Welcome Function.
- ❑ Two (2) complimentary tickets for the Conference Dinner.
- ❑ For Topic Stream; freestanding company banner (supplied by sponsor) displayed during the Plenary.
- ❑ For Workshop Sponsors; freestanding company banner (supplied by sponsor) displayed in the Workshop area.
- ❑ ¼ page advertisement inside the electronic Conference Book of Abstracts.
- ❑ Display of your sponsorship, company logo and direct company link on the Conference Web page.
- ❑ Verbal acknowledgement as a Silver Sponsor at the opening address, dinner and closing address.
- ❑ Opportunity to provide digital advertising material for the USB.

**INVESTMENT: NZ \$10,000 + GST (15%)**

## BRONZE SPONSOR

Bronze Sponsorship allows an exhibitor to significantly increase their impact at the Conference through the sponsorship of specific inclusions.

Bronze Sponsor categories are:

- ❑ Congress satchel
- ❑ Conference App (new)
- ❑ Congress lanyard and USB
- ❑ Pads and Pens

Benefits:

- ❑ For the Congress satchel sponsor (supplied by the sponsor following approval by the Organising Committee of the material and style), the company name and logo will be on the satchel
- ❑ For the Lanyard and USB Sponsor; (supplied by the sponsor following approval by the Organising Committee of the style) the company name and logo on the lanyard
- ❑ For the Pads and Pens Sponsor; (100 pages A5 80gsm or equivalent A4 by weight), supplied by the sponsor (following our approval of the style) the company name and logo on the pads and pens
- ❑ One (1) complimentary Conference Registration and Welcome Reception.
- ❑ Two (2) complimentary tickets for the Welcome Function.
- ❑ Two (2) complimentary tickets for the Conference Dinner.
- ❑ Display of your sponsorship, company logo and direct company link on the Conference Web page.
- ❑ Verbal acknowledgement as a Bronze Sponsor at the opening address, dinner and closing address.
- ❑ Opportunity to provide digital advertising material for the USB.

**INVESTMENT: NZ \$6000 + GST (15%)**

## OTHER SPONSORSHIP OPPORTUNITIES

The Exhibition will be a major component of ACOUSTICS 2019 and will feature the most up to date products, technology and equipment. The Congress has been designed to maximise attendance in the exhibition area.

The exhibition area will be in the Great Southern Ballroom and will include the provision of refreshments for lunch, tea and coffee, thus guaranteeing a high level of delegate visitation.

### *Who Should Exhibit?*

The Congress is the primary opportunity for all those working in any area of acoustics to meet together, discuss recent innovations and findings and exchange ideas. Any company with products, research or involvement in any area of acoustics will benefit from the opportunity to exhibit their products at this prestigious event.

Benefits:

- ❑ One 3m x 2m standard display booth to display or demonstrate your services, all day Monday and until after lunch on Wednesday. Morning tea, lunch and afternoon tea will be served in the display area on all days.
- ❑ Space will be allocated to your organisation once your booking form and payment are received. Only one company/organisation is permitted to exhibit in each booth.
- ❑ Sponsors/Exhibitors have right to choose position in the order of receipt of payment.
- ❑ One (1) complimentary Conference Registration and Welcome Reception.
- ❑ Tickets to the Conference Dinner are **not included** and can be purchased separately.
- ❑ Display of your company logo and direct company link on the Conference Web page.
- ❑ Opportunity to provide digital advertising material for the USB.

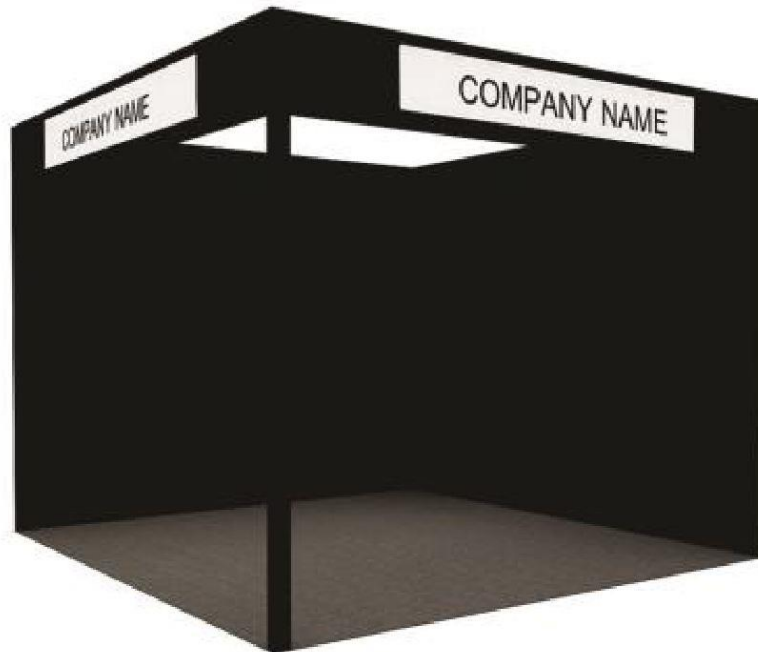
**INVESTMENT: NZ \$3500 + GST (15%)**



## BOOTH SPECIFICATIONS

Image of indicative colour scheme

*(note: image is of a 3 x 3 metre booth)*



Dimensions	<p><b>Premium:</b> 6,000mm wide by 2,000mm deep</p> <p><b>Standard:</b> 3,000mm wide by 2,000mm deep</p>
Walls	<p>Seamless modular walls 2,400mm high, finished with a Black Velcro compatible front runner material – small hooks can be used to hang heavier items.</p> <p>Seamless walling means no metal extrusions to interfere with graphics and product displays</p>
Fascia	Black Fascia panel, 300mm deep, printed Black copy on White background (max 30 characters) on each open side, with Booth Number on left side
Lighting & Power	Two (2) 120 Watt spotlights on track and one (1) 240 Volt (4 Amp, 50 Hz) power points per 6 sqm (i.e. 2 power points for Premium)
Additional Exhibitor Staff	Additional exhibitor staff can attend the Exhibition at the rate of <b>\$250 + GST</b>
Included furniture	Trestle table, 1 chair and a tablecloth per booth (x 2 for Premium)



## **CORPORATE SPONSOR**

The Corporate tea, coffee and refreshments sponsor will be able to achieve premium visibility and a high traffic flow of Conference attendees.

Benefits:

- ❑ Company promotional signage (supplied by Company) displayed at the refreshment break locations(s)
- ❑ Corporate Sponsor recognition in the Congress Handbook and in the Proceedings
- ❑ Opportunity to provide digital advertising material for the USB

**INVESTMENT: NZ \$2,500 + GST / DAY**

## **ASSOCIATE**

Associate sponsorship allows smaller companies to distribute information about their products and innovations to Conference attendees. Benefits:

- ❑ Opportunity to provide digital advertising material for the USB
- ❑ Display of your company logo and direct company link on the Conference Web page.

**INVESTMENT: NZ \$1500 + GST**



## **EXHIBIT BUILDER**

TBA

## **DELIVERY OF EXHIBITOR GOODS**

TBA

## **EXHIBITOR SCHEDULE:**

Bump In Sunday 1<sup>st</sup> November 2019 from 1400 – 1700 hrs

Bump Out Wednesday 4<sup>th</sup> November 2019 after 1400 hrs

## SPONSORSHIP OPTIONS AT A GLANCE

	Dinner	Gold	Silver	Bronze	Exhibitor	Corporate	Associate
Display of your company logo and direct company link on the Conference Web page	✓	✓	✓	✓	✓	✓	✓
Listing in the Congress Handbook and in the Proceedings	✓	✓	✓	✓	✓	✓	✓
Exhibition booths	2	2	1	1	1	-	-
Conference Registrations	3	2	1	1	1	-	-
Total tickets to Welcome Function	6	5	2	2	1	-	-
Total tickets to Conference Banquet Dinner	6	5	2	2	-	-	-
Events and materials support	Conference Dinner and first plenary session	Plenary sessions; Workshops	Welcome Function	Satchels or USBs & Lanyards or Pads & Pens	-	Coffee / Drinks	-
Verbal acknowledgement at the opening address, dinner and close.	✓	✓	✓	✓			
Advertisement inside electronic Conference Book of Abstracts, pages	1	0.5	0.25	-	-	-	-
Company banner at (supplied by sponsor) Conference Dinner	✓						
Company banner (supplied by sponsor) in the main registration area	✓						



## Sponsorship and Exhibitor Booking Form / **TAX INVOICE**

<p>Complete Form and return by Email. Attention: Dr Norm Broner, via <a href="mailto:norm@broner.consulting">norm@broner.consulting</a>.</p> <p style="text-align: center;"><i><b>This becomes a Tax Invoice upon payment in full.</b></i></p> <p>The sponsorship and exhibitor agreement comprises the category and benefits as described in the attached prospectus between the New Zealand Acoustical Society and:</p>		
Name of Sponsor/Exhibitor Organisation:		
Address:	Street:	
	Suburb / City:	
	Postcode:	
	State, Country:	
Contact Person:		
Contact Phone:		
Email:		
Sponsorship Category / Exhibitor:	Amount	\$
Additional Staff at Booth @ \$250 (excl GST):		
Name:		\$
Name:		\$
Name:		\$
Additional Conference Dinner @ TBA (excl GST):		
Name:		\$
Name:		\$
Name:		\$
Preferred Booth Numbers:  _____	<b>SUBTOTAL</b>	\$
	<b>GST (15%)</b>	\$
	<b>TOTAL incl GST</b>	\$
<p>Note: Exhibit booths cannot be guaranteed and will be allocated in order of payment received, not the date of agreement</p>		

## Sponsorship and Exhibitor Booking Form (continued)

Authorisation <input type="checkbox"/> I agree to the Conditions of Sponsorship/Exhibitor (next pages). <input type="checkbox"/> I have attached our logo in electronic format and grant its use on the Conference website to link to the following web address:		
<b>Date of Agreement:</b>		
Signed for and on behalf of the sponsor/exhibitor organisation:	Signature:	
	Name (print):	

### PAYMENTS:

Upon payment in full the booking form becomes a tax invoice.

<b>Electronic Funds Transfer:</b>
Bank: BNZ - 02 Branch: Nelson – 0704 Account: 0060917 02 Full number is: 02 0704 0060917 02 SWIFT /IBAN number: BKNZNZ22

- For bookings before 1 July 2020, full payment must be made by 30 August 2020.
- For bookings after 1 July 2020, full payment must be made within 30 days of the Date of Agreement.

Please SCAN and return this form (2 pages) to [norm@broner.consulting](mailto:norm@broner.consulting)

Inquiries – Contact Norm Broner Tel: + 61 3 9005 9650  
+64 3 928 0620 Ext: 700



## Conditions of Sponsorship/Exhibitor

### Promotion on website and Conference Proceedings

To be listed as a sponsor on the website, provide an electronic company logo or image in appropriate format.

In providing the image, the Sponsor/Exhibitor Organisation provides the Conference Organiser with a non-exclusive, royalty free licence to reproduce and display such content on the website with reasonable adjustments at the discretion of the Conference Convenor in order to suit the context and appearance of the website. The licence expires 6 months after the conclusion of the Conference.

Advertisements within the Conference Proceedings must be received by 30 September 2020 or agreed in advance with the Conference Organisers.

### Cancellation

To cancel a sponsorship/exhibition, please advise the Sponsorship and Exhibition Manager by email.

Fees will be refunded as follows:

Before 31 May 2020:	100% of amount paid less \$110
Before 30 Sept 2020:	50% of amount paid less \$110
After 30 Sept 2020:	No refund

### Delegate Privacy

A list of delegate names and organizations only will be available if delegates **opt in** during the Registration process to have their names made available. Otherwise, no delegate information collected in relation to AAS2020 will be divulged to other parties.

### Exhibition Booths

Exhibition booths will be allocated in order of payment received. Choice of booth position will also be in order of sponsorship and/or payment received. The Manager will have the right to change booth locations depending on the circumstances.