

# EXHIBITION PROSPECTUS

2024 imesa conference & exhibition



2024  
**IMESA**  
CONFERENCE  
ENGINEERING REVOLUTIONISED  
CAPE TOWN  
6-8 NOVEMBER

**CONTACT FOR MORE INFO:**

Debbie Anderson  
conference@imesa.org.za  
**083 326 3050**



# 87<sup>th</sup> IMESA Conference

06-08 NOVEMBER 2024 | GRAND WEST | CAPE TOWN



Sibusiso Mjwara  
IMESA PRESIDENT

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*We look forward to you joining us for this event.*

Debbie Anderson  
conference@imesa.org.za  
083 326 3050

Dear **Prospective Exhibitor**,

It is with pleasure that IMESA can host the 2024 IMESA Conference in Cape Town at the Grand West Hotel. On behalf of IMESA and the Local Organising Committee, I invite you to Cape Town to participate in our 87<sup>th</sup> IMESA Conference & Exhibition from 06-08 November 2024.

Our Conference theme this year is **“Engineering Revolutionised”**.

Engineering has revolutionised the way we live, work, and interact with the world. From the Industrial Revolution to the present day, engineering has been at the forefront of innovation, the driving force and shaping of our future. Through advancements in technology, materials and design, engineers continue to transform ideas into reality, thereby creating solutions to often complex problems and improving efficiency in every aspect of infrastructure.

Whether it's the development of sustainable energy sources, the design of cutting-edge devices, engineering is constantly pushing the boundaries of what is possible. The on-going engineering revolution continues to shape a world that is more interconnected, sustainable and technologically advanced than ever before.

The IMESA conference is an important event for all professional engineers and municipal officials who are involved in infrastructure management and service delivery. It brings together national and international delegates to share knowledge with their peers, to receive information on the latest developments and to find innovative solutions to challenges faced by all our municipalities.

**IMESA offers an opportunity for Exhibitors** to build brand awareness, network with key industry partners, nurture existing relationships, build partnerships and discuss opportunities. We invite you to consider exhibiting and encourage you to consider participation in a unique and significant event. Kindly review our EXHIBITION PROSPECTUS to see what option would suit your company best.

We encourage you to consider participation in a unique and significant event to build awareness for your brand, and to network with key industry partners, and to nurture existing relationships, build partnerships and discuss opportunities, with both the public and private sector participants.

We look forward to welcoming you to Cape Town.

Thank you for your support.

**Sibusiso Mjwara**  
IMESA President





## Exhibition Information

Stand availability on a first come, first serve basis. See **UPDATED Exhibition Floor Plan** on our website.

IMESA reserves the right to change the exhibition floor layout if necessary. Affected exhibitors will be notified.

**NOTE** : All packages EXCLUDES the Golf Day (R650pp) and the Companions Tour (R600pp – excl. Social Evening). These are additional.

### EXHIBITION RATES (incl. VAT) – Take advantage of our EARLY BIRD PROMOTION

EARLY BIRD RATE BOOK & PAY BY 31 MAY 2024	STANDARD RATE BOOK & PAY AFTER 01 JUNE 2024
<h1 style="margin: 0;">R34,100</h1> <p>3m x 3m stand / floor space</p>	<h1 style="margin: 0;">R39,500</h1> <p>3m x 3m stand / floor space</p>

**Exhibition Fee INCLUDES:**

- 2x Exhibitors Manning the Stand (incl. daily catering)
- 2x Delegate Bags for Staff Manning the Stand
- Daily Cleaning of public space and Hall Security

**PLUS**

- 2x FREE attendance to Opening Function
- 2x FREE attendance to Social Evening

**Exhibition Stand INCLUDES:**

- 3m x 3m<sup>2</sup> Carpeted Shell Scheme (one)
- 1x Trestle Table with Tablecloth
- 2x Standard Chairs and Bin
- 1x Electrical Plug Point
- 1x Spotlight
- Standard Fascia Board (20 letters max, no logos permitted)

### EXHIBITION STAND – PANEL SIZES



CORNER STAND



SINGLE STAND

**3m x 3m stand / floor space**

**DIGITAL PRINT PER PANEL**

**ACTUAL** : 2393mm (h) x 963mm (w)

**VISUAL (printing purposes)** : 2380mm (h) x 950mm (w)

### CANCELLATIONS

All cancellations to be done in writing, NO verbal cancellations will be accepted. Any cancellation made ON or BEFORE 31 July 2024 will be subject to a 50% cancellation fee. Cancellations made AFTER 31 July 2024, will be subject to paying 100% of the full invoiced price.



## GENERAL INFORMATION

### CONSTRUCTION RULES

- No construction spanning/protruding into or over an aisle will be allowed
- No construction may be attached to the walls or ceilings
- No bolts, screws, glue, adhesives or any other fixings may be used on any structure in the venue
- Display material may be fixed to the stand shell scheme by using double sided tape, sticky back VELCRO (to be provided by you). Hooks may be used to suspend heavier objects
- Should any construction work take place at the stand, necessary precautions must be taken not to damage the venue walls or floors. Any damage caused will be for the expense of the exhibitor
- No high combustible materials may be used as part of the stand
- No solid ceilings may be set-up
- Draping must be treated with fire retardant spray and a valid certificate attesting to this must be given to the onsite Co-ordinator.

### PRIVATE STAND BUILDERS

Companies making use of private shell scheme builders can start building from:

#### Monday

04 November 2024 between 07h00-21h00

#### Tuesday

05 November 2024 between 07h00-14h00

### SET-UP (DRESS THE STANDS)

Exhibitors will have access to the Conference venue to build private stands or to DRESS stands from:

#### Monday

04 November 2024 between 12h00-21h00

#### Tuesday

05 November 2024 between 08h00-12h00

All stands must be fully dressed by 14h00 on Tuesday, 05 November 2024. NO exhibitors will be permitted to dress their stands after this time without prior permission from IMESA.

### ELECTRICITY

An exhibitor providing their own electrical installations must hand in an electrical certificate of compliance (CoC) to the onsite Co-ordinator before set-up, this year it will be GL-Events.

### INSURANCE

Exhibitors are urged to ensure adequate insurance cover is in place for all materials / equipment used.

The venue, organisers and sub-contractors may not be held liable for any damages or losses incurred.

### SECURITY AT THE VENUE

The venue has controlled access at all entrances. It is, however, recommended that no valuables are left at the stands.

### PARKING

There is ample parking at the venue. This is for your own account. NO RESERVED parking will be available.

### BANKING FACILITIES

There are Bank ATM's within walking distance to the Venue.

### MEDICAL FACILITIES

A medic will be onsite for the duration of the conference.

### SMOKING

Smoking is not permitted within any closed area or within close proximity to the exit.

### WI-FI

Wi-Fi is available FREE of charge. Password can be obtained at the onsite IMESA Information Desk or the IMESA Exhibition Stand.

### ACCOMMODATION

Accommodation is the responsibility of the exhibitor and is for their own account. This year accommodation is available onsite at the Grand Hotel and surrounding Hotels.

### REGISTRATION

Exhibitors are requested to register at the Conference venue on Tuesday, 05 November 2024, between 11h00-16h00.

### NAME BADGE

Your name badge will allow you access to the Conference Venue. Please ensure that you wear it at all times. Should you lose or forget your name badge proof of identification will be required before a new name badge can be issued to you at a cost of R250.

### EXHIBITION HALL

All meals and refreshments will be served in the Exhibition Hall for the duration of the conference.

### SOCIAL EVENTS

The Opening Function on Tuesday and Social Evening on Thursday are not to be missed this year. Full details are available on our conference website. Exhibition stands include 2 free tickets for the Social Evening, additional tickets may be bought prior to the event.

### GOLF

Golf will be at the Bellville Golf Club on Tuesday, 05 November 2024, shotgun start. For bookings and other information visit the conference website.

### BREAK DOWN OF EXHIBITION STANDS

Exhibitors are required to break down once the Conference is concluded at 14h00 on Friday, 08 November 2024 with all exhibitors required to vacate the premises by 21h00 on the said day.

Penalties will apply for non-compliance to timings.



# TERMS & CONDITIONS

**C O M P U L S O R Y - This contract MUST be signed and returned via email to Debbie Anderson.**

The EXHIBITOR agrees to be bound by these Terms and Conditions with respect to support for the 2024 IMESA Conference & Exhibition and further agrees that it shall be bound by the rates, submission deadlines, cancellation deadlines, and cancellation conditions outlined below.

**COVID – any prepaid exhibition fees will be refunded should the government restrict conferencing, due to a covid outbreak.**

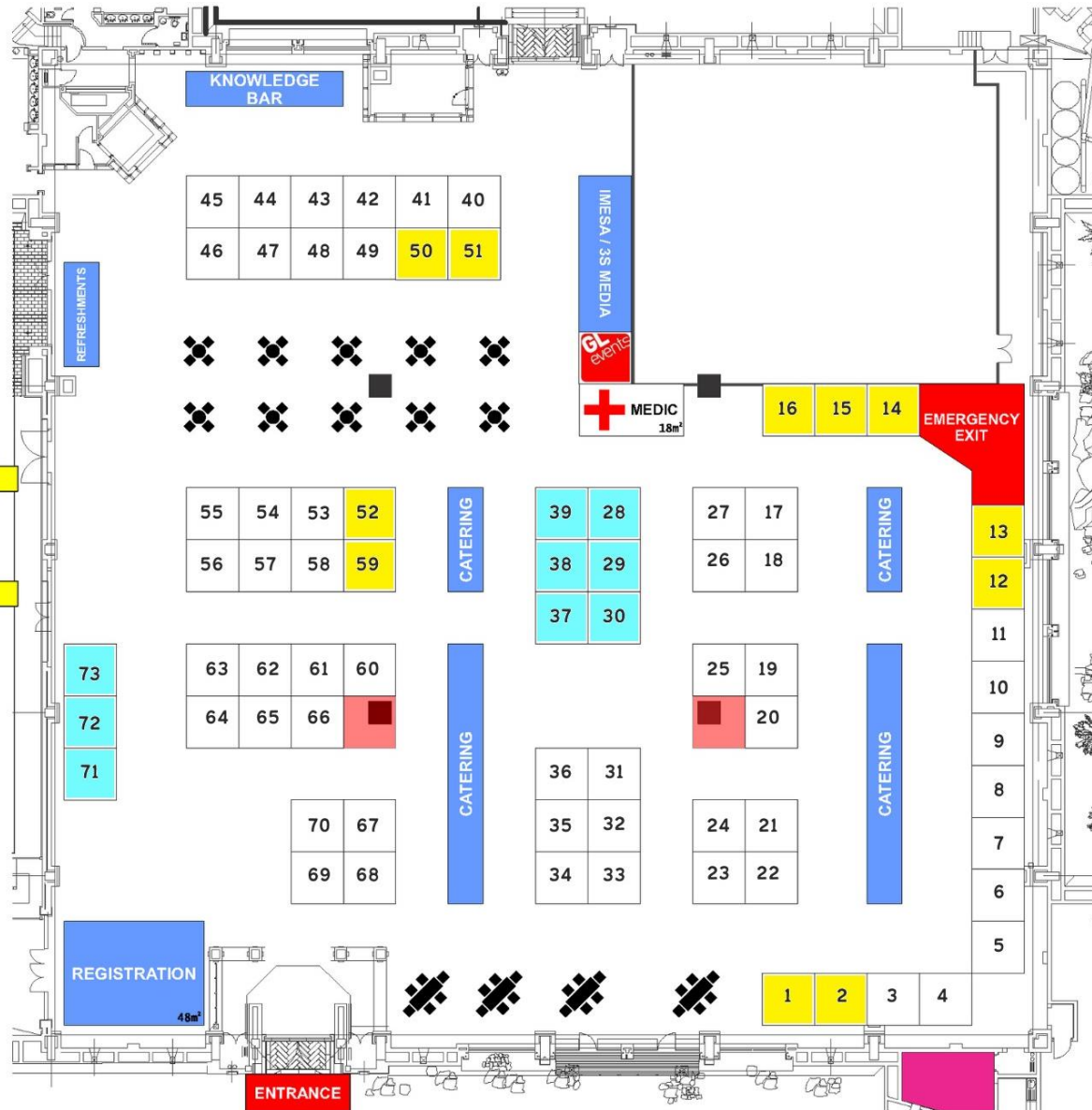
1. All participation is subject to the approval of IMESA who also reserves the right to decline or cancel expos due to non-performance.
2. No responsibility will be accepted by IMESA for loss arising from non-adherence to deadlines of whatsoever nature which, once provided to the Exhibitor, immediately come into effect and form part of this contract.
3. IMESA will use its best endeavors to deliver on its obligations to the Exhibitor correctly but will not be liable for any loss of profits or damages suffered by the participant as a result of the participant's failure to do so and any failure in this regard will not entitle the advertiser to withhold payment of the account rendered in any respect.
4. IMESA shall be exempt from any liability arising from force majeure or where performance of its obligations is prevented by circumstances outside its control.
5. Any complaints need to be received by **27<sup>th</sup> November 2024**. Complaints received after this date will not be entertained.
6. Should full payment for the EARLY BIRD PACKAGE not be received on / before 31<sup>st</sup> May 2024, IMESA will re-issue the invoice for the higher fee.
7. All amounts payable are due simultaneously by the date mentioned on this document as "payment date", save where IMESA has approved, in writing, an extension of payment deadline in which event IMESA reserves the right to suspend services if payment is not received on due date.
8. Verbal cancellation will NOT be valid; only a written cancellation via an email or faxed letter, with an acknowledged response from IMESA, will be accepted by IMESA and will serve as notice. Any cancellations made BEFORE 31 July 2024 will be subject to a cancellation fee which is 50% of the full invoiced price. Cancellations made AFTER 31 July 2024, will be required to pay 100% of the full invoiced price.
9. Should IMESA agree in its sole discretion to assist, or complete, requirements of the participant, then all IMESA's production costs will be for the account of the participant at standard industry rates.
10. Name changes will be at a cost of **R250 per name change** requested.
11. Nothing herein contained shall be interpreted as obliging IMESA to afford the participant any indulgence to effect payment after due date.
12. In the event of IMESA instructing its attorneys to collect any amounts, all legal fees and collection charges, determined as the maximum permitted fees and charges in terms of the NCA and its regulations, a commission of 20% (twenty percent) of the amount outstanding, and legal fees as between attorney and participant, shall be borne by the participant.
13. The Exhibitor agrees that these Terms and Conditions constitute a valid contract with IMESA and certifies that all information given herein by him/her/it to the representative of IMESA is true and correct.
14. This agreement is governed by South African Law and is subject to the jurisdiction of the South African courts. IMESA is allowed to institute legal proceedings for the recovery of any amount owing hereunder in the Magistrate's Court of any district which by virtue of Section 28 of the Magistrate's Court Act has jurisdiction over the advertiser, but this does not preclude IMESA at its own discretion from instituting legal proceedings in the Supreme Court of South Africa which has jurisdiction over the participant.
15. All terms and conditions relating to the services are set out herein. All other terms and conditions are excluded unless agreed to in writing by IMESA, and no other conditions, warranties or representations, whether oral or written, express or implied by statute or otherwise, shall apply hereto.
16. No concession, latitude or indulgence allowed by IMESA to the participant shall be construed as a waiver or abandonment of any of IMESA'S rights hereunder.
17. In the event that any of the terms of these Terms and Conditions are found to be invalid, unlawful or unenforceable, such terms will be severable from the remaining terms, which will continue to be valid and enforceable.

**I hereby confirm that I have READ AND AGREE to the Terms and Conditions of this Agreement as set out above which includes the cancellation and payment conditions.**

<b>COMPANY:</b>								
<b>NAME:</b>								
<b>DESIGNATION:</b>								
<b>CONTACT DETAILS:</b>	<b>Tel:</b>		<b>E-mail:</b>					
<b>STAND SELECTION:</b> Select your stand with the 1st Option being your preferred one			<b>OPTION 1:</b>	<input type="checkbox"/>	<b>OPTION 2:</b>	<input type="checkbox"/>	<b>OPTION 3:</b>	<input type="checkbox"/>
<b>SIGNATURE:</b>					<b>DATE:</b>			
<b>OFFICIAL USE (IMESA to complete)</b>								
<b>CHECKED BY:</b>					<b>SIGNATURE:</b>			
<b>DESIGNATION:</b>					<b>DATE:</b>			



FROM PLENARY



FROM CAR PARK



@ Grand West  
I Jakes Gerwel Dr, Goodwood,  
Cape Town, 7460

- RESERVED FOR SPONSORS
- BOOKED
- AVAILABLE

STAND BUILDER



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CAPE TOWN

DISCLAIMER

IMESA reserves the right to change the assigned exhibition location at any time prior to the Conference if it considers that such change is necessary for the overall operation of the exhibition hall. Such changes will be made at the sole discretion of IMESA. Exhibitors affected will be notified in writing.