

**ASIA PACIFIC INCENTIVES AND MEETINGS EXPO (AIME) 2012
MELBOURNE, AUSTRALIA
21 – 22 FEBRUARY 2012**

CO-DELEGATES' OBLIGATIONS

MyCEB's support for your presence at AIME 2012 and future MICE trade shows is dependent on the following obligations:

- ▶ Keeping your display up until show finishes on 22nd February 2012, 5.00pm.
- ▶ Ensuring your table is manned at all times throughout the show.
- ▶ Report no shows using forms provided by the organiser.
- ▶ Refer business to MyCEB & co-delegates as appropriate.
- ▶ Provide contacts to MyCEB for newsletters.
- ▶ Complete and return MyCEB's 'Co-Delegates Survey Evaluation Form' on the last day of the tradeshow.
- ▶ Exhibitors to bring their own International Adaptors.
- ▶ Attend the following :
 - Briefing schedule on 21st February 2011 at 0930am ; and
 - Post-mortem schedule on 22nd February 2012 at 1500pm.

Note : *Individual banner standees are not allowed.*
