

SANCTUARY COVE INTERNATIONAL BOAT SHOW

MEMO TO MARINA EXHIBITORS
DATE: April 30, 2008

MEMO TO MARINA EXHIBITORS: IMPORTANT PRE-EVENT INFORMATION

TWO-PART EXHIBITOR ENTRY PASSES

1. Each exhibitor receives a plastic ID card on a lanyard. However, this card on its own, will NOT give access to the boat show site during the event – it simply identifies you and your company to customers.
2. For daily access to the Boat Show you will also receive an EXHIBITOR DAILY ENTRY PASS. This is made up of four perforated daily tickets.

These daily entry passes are valid ONLY on the designated day. Each day's ticket will be collected by traffic or ticketing staff as you arrive. You will also need to wear your plastic exhibitor ID pass.

If you need to leave the Boat Show site temporarily you can get a free PASS OUT at the exit.

So to confirm:

- The plastic ID cards are not valid for ENTRY to the Boat Show. They are for identification purposes only.
- Only the EXHIBITOR DAILY ENTRY PASS, together with your plastic exhibitor ID pass, will give you access.
- If you lose your EXHIBITOR DAILY ENTRY PASS you will have to buy an adult admission ticket at the entry, so please keep your pass safe.
- Please have the EXHIBITOR DAILY ENTRY PASS for each day ready to hand to the collector as you arrive.

COLLECTION OF CREDENTIALS & PASSES

Exhibitor ID cards and Exhibitor Daily Entry Passes, parking passes and guest passes will be packaged and available for collection from the Boat Show office from Thursday, May 1st. Credentials packages being sent by registered post are scheduled for mailing this week.

If you are collecting credentials when you arrive to set up your display, please ensure that you have done so before 6pm on Wednesday, May 21, because, if you have not collected them by then, you will not have access to the show on the opening day.

If it is impossible to collect them by that time, contact the Boat Show Office and we can arrange for them to be left at the **Accreditation Centre** located about 50 metres past the Santa Barbara roundabout on Caseys Road outside the entrance to Sanctuary Cove. You will be able to collect them from there.

BUMP-IN PASSES

As previously advised by email, Sanctuary Cove will provide BUMP-IN PASSES to bona fide workers and contractors, so that only people who have business in the display areas and on the marina have access.

There is no charge for this pass. Your exhibitor ID card will also be valid for access.

Please make sure anyone who is working for you, and who does not have an Exhibitor ID Pass, is issued with a BUMP-IN PASS which is valid until the night of Wednesday, May 21.

You can get these passes from the Boat Show office or have them mailed to you. If you would like free lanyards and clear plastic pouches for the passes, you can pick these up from the Boat Show office.

BERTH ALLOCATION AND MOVE-IN INSTRUCTIONS

Inevitably there are late changes to the overall marina lay-out. **Please note that your position may have changed from the provisional marina allocation originally advised with your confirmation letter.**

THE FOLLOWING INSTRUCTIONS SHOULD BE READ CAREFULLY AND IN CONJUNCTION WITH THE MARINA PLAN BEING E-MAILED SEPARATELY.

The Marina plan is colour-coded to make it easy for you to see when you will need to have your boat/s in place.

NOTES ON THE COLOUR-CODED LEGEND (refer Marina Plan emailed separately)

Special Access – if you are in one of these areas we will contact you by phone for move-in arrangements.

Tuesday Access – You must be in place by Tuesday night.

Wednesday Access (early a.m.) – Be aware that other boats may need to be in place before you can berth.

Wednesday Special – These are boats which are affected by the connection of the temporary walkways and you will be advised separately of your time slot.

Open Access – means that none of the above restrictions apply to these boats.

Marina berths are generally available for exhibitors from Monday May 19 only. If you require mooring space either side of those dates, casual rates will apply and you will need to book with the Marina Manager, Terry Chittleborough, on 07 5577 6069. He will advise if your allocated berth will be available for rental earlier than May 19.

Casual berths should be available at nearby **Gold Coast City Marina on 07 5573 1311, Hope Island Marina on 07 5530 1301 or Hope Harbour on 07 5530 1333.**

Boat cleaners and detailers will need to have restricted access passes and will be allowed temporary access between 6am and 8.30am each day. They must then leave or their vehicle will be towed away and they will not be granted access on subsequent days of the show.

No boat demonstrations are permitted from the marina during boat show hours. Boats may not be removed from the marina between 9 and 5pm daily.

There is no space for mooring tenders or dinghies at the marina. Sanctuary Cove harbours are closed during the show, which means that **any of the resort's marinas are tow-away areas for unauthorised craft.**

MOVE-OUT INFORMATION

While the following schedule is still to be confirmed, it will be possible for some boats to move out on **Sunday night:**

Marina D/E2 connection – will be opened at 5 – 5.30pm Sunday.

Marina A/B1 connection – will be opened at 5 – 5.30pm Sunday.

Marina E/F3 connection – will be opened at 5.30 – 6pm Sunday.

On Monday morning the remaining connections will be removed as follows:

Marina G (Sail Basin) – will be opened at 8am Monday.

Marina E/F1 and E/F2 connection – will be taken out starting at 9am Monday.

If your boat is moored on any of the sections that will be removed on Sunday night, please be available to move to another berth or to stand by until the section has been taken out.

If you plan to leave immediately after the show finishes, you are welcome to do so. If you wish to stay overnight a vacant berth is likely to become available and you will be directed to it.

For other exhibitors, you are clear to leave at the end of the show, and **please note that all exhibitors must have left the marina by Tuesday May 27** unless additional casual mooring has been arranged with the Marina Manager (phone 5577 6069).

CONTACTING THE MARINA MANAGER

Phone: 07 5577 6069

Radio VHF Ch73; 27mhz Ch 68

CAR PARKING FOR EXHIBITORS DURING THE BOAT SHOW.

Exhibitors' vehicles must have a Parking Pass (not transferable) affixed to the upper part of the windscreen on the driver's side. Each occupant must have an Exhibitor Daily Entry Pass or a One Day Guest Pass.

ARRIVING BY BOAT

If you are coming to the Show by boat the only landing is at the Fuel Dock on H Pier. You may not use tenders to access your marina display. The harbours are closed to all traffic except those authorized vessels landing passengers at the Fuel Dock.

PARKING FOR EXHIBITOR GUESTS

If you have bought 1-Day Guest Passes (\$16 each plus GST) for clients, please advise them that they should park at Parklands, Smith St Southport (take Exit 66 of the Pacific Motorway), and catch the Park'n'Ride bus.

There is no parking for exhibitor guests at Sanctuary Cove unless you buy them a 1-Day Preferred Client Reserved Parking Pass (\$55 per day plus GST).

OUTSTANDING BALANCES

If you have ordered additional items since the March 31 payment deadline, please note that your account must be paid in full before your Credentials Satchel will be issued.

This year we have had another extraordinary response from companies wanting to be part of the show. You are one of the lucky ones who have display space here, and all of us on the management team wish you success at our 20th event.

Regards

Harry Davis

Boat Show Manager

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