

Dear Woodworking industry supplier

I am writing to invite you to exhibit at AWISA 2020 at ICC Sydney Exhibition Centre, Darling Harbour Sydney from 1-4 July 2020.

The initial space allocation method will be the same as for previous exhibitions. Space selection will be done in order of area applied for. In other words, the biggest applicant chooses first, then the next biggest, and so on. A ballot to determine the order in which applicants choose their space will take place when 2 or more companies have applied for the same amount of space. When it is time to choose their stands applicants cannot choose less than the area originally applied for. (Remember - your application is not for a particular location - it is for a square meterage of space.)

Applications to be involved in this initial process must be received by 12 April 2019 and be accompanied by a 15% deposit payment.

At the AWISA Ltd board meeting on the 2 May 2019 the applications will be tabled and any ballots will take place involving companies who have applied for identical amounts of space. The order in which applicants are to be contacted will be recorded. Following the meeting applicants will be contacted in this order by the writer to select their stands from those available. This process takes several weeks. The allocation will be confirmed in writing.

If you do not participate in the ballot, space is available after this process on a first come first served basis. However, as you are probably aware, over two thirds of the area available is usually taken during this initial booking process, so it is in the interests of all potential exhibitors, both large and small to become involved at this early stage.

Please find enclosed a brochure and application form. If you have any queries about the exhibition or the application process, or if you require more copies of the enclosed information, please contact the writer. The information is available at www.awisa.com/exhibition

Yours sincerely,
Australian Woodworking Industry Suppliers Association Ltd

Geoff Holland
General Manager