



corroboree :: melbourne
XIII Cochrane Colloquium
22-26 OCTOBER 2005

CONTRACT AGREEMENT

BETWEEN

ICMS Meetings Pty Ltd in trust for 13th Cochrane Colloquium

AND

John Wiley and Sons Ltd

WHEREAS BOTH PARTIES AGREE TO THE FOLLOWING

John Wiley and Sons Ltd has agreed to pay AUD 9265 (GST inclusive) for a delegate lounge for the following event:

Event: The 2005 Cochrane Colloquium
Location: Melbourne Convention Centre (MECC)
Cnr Spencer and Flinders Streets,
Melbourne Victoria 3005
Dates: October 22-26, 2005

In return John Wiley and Sons Ltd will receive the following:

- 1) Official sponsor of the delegate lounge in the Atrium of the MECC in which Wiley will be provided with an area, furniture and fittings as per the specifications in the document attached to this agreement
- 2) Recognition on all relevant Colloquium materials such as website and the onsite program

Lynn John
Conference Manager
ICMS Meetings Pty Ltd
in trust for 13th Colloquium
July 30, 2005

Alexa Dugan
Associate Marketing Director
John Wiley and Sons Pty Ltd
July 30, 2005

Specifications for 'delegate lounge' at the Cochrane Colloquium to be hosted by John Wiley and Sons Ltd.

Venue	Melbourne Convention Centre (MECC) Cnr Spencer and Flinders Streets, Melbourne Victoria 3005 http://www.mecc.com.au/
Dates	October 22 – 26, 2005
Location and description of 'delegate lounge' area	<p>The 'delegate lounge' will be located in the main foyer of the Melbourne Convention Centre. Referred to as the Atrium, the foyer area is located on level 3 and 4 between the John Batman Theatre (where plenary sessions will be held) and the You Yangs exhibition and meeting hall (where workshops, paper and poster sessions and tea breaks will be held). The area will be accessible to delegates between 8.00 am and 6.00 pm daily.</p> <p>A custom built floor (144m² - 12m x 12m) will be installed to create a distinct space for the 'delegate lounge'. Lounge furniture will be used to create an informal meeting area.</p> <p>Wiley have agreed to signage for the National Institute of Clinical Studies and the Australian Department of Health and Ageing being displayed in the lounge area should these organisations wish to do so.</p>
Furniture and fittings	<p>Three two-seater lounges, six lounge chairs, three coffee tables and a cabinet for a computer/monitor will be arranged in the area. Wiley will have use of furniture and fittings as detailed in the breakdown of inclusions and costs on the following page.</p> <p>A flat screen 17" LCD monitor and internet connection will be provided for Wiley's use. Wiley will provide their own computer and signage (2 x pull ups, 1 m wide x 1.5 m high).</p> <p>Two units for showing video will be hired for the first two days of the Colloquium for Wiley's use. The units will be located in areas to be agreed by Wiley and the Colloquium Organising Committee. Wiley to specify their preference for: 27" TV and video unit - £70 per unit per day <u>OR</u> 42" plasma screen and DVD unit - £220 per unit per day.</p>
Floor plan	A preliminary floor plan of the area has been approved by the conference venue and can be provided on request.
Logistics	Our conference organisers use a logistics company called Exposervice for storage and transfer of exhibition material and equipment. The conference organisers can assist with logistical arrangements as required.
Pricing	<p>Total cost for space charges, hire and installation of floor, furniture and fittings, computer screen, internet access and power, damage waiver and stamp duty: Indicative amount in GBP: 3,799 based on exchange rate of 0.41, March 2005. Invoice amount: AUD 9265 (GST inclusive)</p> <p>A detailed breakdown of inclusions and costs for the 'delegate lounge' is given on the following page. Hire of TV/video or plasma/DVD units is additional.</p>

Breakdown of inclusions and costs for the Wiley 'delegate lounge'

Wiley components of 'delegate lounge'	Unit price	Units	No.	Total AUD	Total GBP *
Space hire, 144m2 for 5 days (Atrium – includes 24 hour security and build costs)	\$5000	ea	1	\$5,000	£2,050
12m x 12m plywood flooring with carpet tile (to define space in Atrium)	\$3500	ea	0.33	\$1,155	£474
Lounges (2 seat, slim line 1800 x 65 x 40 latte suede)	\$400	ea	1	\$400	£164
Lounge chairs (to match lounge)	\$275	ea	2	\$550	£226
Coffee tables	\$100	ea	2	\$200	£82
Cabinet, mobile to house computer and monitor	\$200	ea	1	\$200	£82
Bookshelf (120 x 30 x 150h)	\$90	ea	1	\$90	£37
Flat screen LCD monitor, 17"	\$200	ea	1	\$200	£82
Internet access	\$250	ea	1	\$250	£103
Technical services	\$50	hr	6	\$300	£123
Damage waiver for fittings (hire company charge)	\$500	ea	1	\$500	£205
Power 4 x 10 AMP	\$80	ea	4	\$320	£131
Stamp duty (hire company charge)	\$100	ea	1	\$100	£41
TOTAL (GST inclusive)				\$9,265	£3,799

Total amount payable: \$9265 AUD. Prices quoted are inclusive of a 10% goods and service tax. GBP amount is indicative price only based on exchange rate of 0.41 GBP as at 18 March 2005.