COFFS COAST CAREER CONNECTIONS

EXHIBITOR PROSPECTUS

27 MAY 2027

COFFS HARBOUR RACECOURSE

MID COAST connect opportunities for youth

PORT MACQUARIE HASTINGS COUNCIL

ETC your future starts here Employment | Training | Community

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Charles Sturt University

COFFS COAST CAREER CONNECTIONS 2027

CONNECT. ENGAGE. INSPIRE. RECRUIT.

Mid Coast Connect is excited to host the Mid Coast Careers Market in 2027, bringing businesses, education providers and the region's future workforce together under one roof.

Put your business in front of tomorrow's talent.
The Careers Market is a unique opportunity to connect directly with over 1,200 students in Years 10-12 and young people from Port Macquarie, Kempsey to Taree regions as they explore career options, employment pathways and their next steps beyond school.

As an exhibitor, you can:

- Showcase your business and build your profile with local young people
- Promote careers, apprenticeships and traineeships within your organisation
- Connect with potential future employees face-to-face
- Inspire young people to consider career pathways they may not have previously explored
- Build your talent pipeline and strengthen your connection with the local community

Your future workforce is out there. Come and meet them.

Don't just advertise your opportunities - bring them to life, build connections and inspire the next generation to choose a career with you.

BE SEEN. START CONVERSATIONS. FIND YOUR FUTURE TALENT.

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EXHIBITION SITE

$250 plus GST per Standard Site

Inclusions

- 1 x 1.8 m trestle table + two chairs
- Wi-Fi
- Social Media Marketing
- Powered site if requested
- Lunch for two people
- Listed in the exhibitor listing

Details

- 3 m x 2 m site with table & chairs provided
- Bring your pop-up banners and signage
- Bring your interactive activity or game to entice students to your stand
- Sites are allocated in order of booking
- Online promotion through the event website, including a link to your website
- Exhibitor list provided to schools for students to plan who to visit
- Increase traffic during the event
- Increase your brand awareness

TERMS & CONDITIONS

Mid Coast Connect (MCC) hosts Careers Markets to connect businesses, employers, education and training providers with young people exploring career pathways, employment opportunities and further education.
By registering as an exhibitor, the organisation and its representatives agree to comply with these Terms and Conditions, the event-specific information provided by MCC and any reasonable directions issued by MCC event staff.
These Terms and Conditions are intended to support a safe, professional, inclusive and positive experience for exhibitors, students, visitors and event staff.

Registration and confirmation

- All exhibitors must complete the relevant registration form and provide accurate and current information.
- MCC reserves the right to decline, defer or cancel a registration where an exhibitor does not meet the event requirements, has not supplied the required documentation or is unable to comply with these Terms and Conditions.
- Exhibitor registrations will only be confirmed once all required information, documentation and applicable payments have been received and accepted by MCC.
- Exhibitors must notify MCC of any changes to their organisation's details, nominated representatives or other information supplied during registration.
- Exhibitor spaces are allocated by MCC, taking into consideration event capacity, safety requirements, the nature of the organisation and the overall needs of the event.
- Exhibitors must not transfer, sell, share or sublet their allocated space to another organisation without prior written approval from MCC.

Registration fees and payment

- All registration fees must be paid by the due date specified by MCC.
- MCC reserves the right to withhold confirmation or cancel an exhibitor's registration where payment has not been received by the required date, following reasonable notice where practicable.
- Any additional costs, services or requirements not included in the registration fee are the responsibility of the exhibitor unless otherwise agreed in writing by MCC.
- Exhibitors are responsible for ensuring that their registration and payment details are accurate.

Cancellations and refunds

- All exhibitor cancellations must be submitted to MCC in writing.
- No refunds will be provided for exhibitor cancellations received within one calendar month of the scheduled event date. This reflects the costs and commitments MCC incurs in advance of the event, including venue arrangements, catering, event planning and administration.
- Exhibitors who do not attend the event, arrive after the designated setup period or choose to leave early will not be entitled to a refund.
- Where MCC cancels or materially changes an event, MCC will notify registered exhibitors as soon as reasonably practicable and advise them of the arrangements that apply to their registration fees. Any refund or credit will be determined in accordance with the circumstances and applicable legal obligations.
- MCC reserves the right to cancel, postpone, relocate or modify an event where circumstances beyond its reasonable control make this necessary, including severe weather, venue issues, emergencies, government directions or other unforeseen circumstances.

TERMS & CONDITIONS

Insurance requirements

- All exhibitors must hold appropriate and current insurance relevant to their organisation's activities and participation in the event. Where the required insurance documentation is not supplied, is inadequate or has expired, MCC may withhold registration confirmation, restrict the exhibitor's activities or cancel the registration.
- Exhibitors are responsible for their own property, equipment, display materials and personal belongings. MCC does not accept responsibility for loss of or damage to exhibitor property, except to the extent required by law.

Working With Children Checks and child safety

- As a condition of participation, all exhibitor representatives attending the event must hold a current and valid NSW Working With Children Check (WWCC), either paid or volunteer, as applicable to their circumstances. This is an MCC event participation requirement and may extend beyond the minimum statutory requirements for particular roles.
- Exhibitors must provide the information required by MCC to verify the status of each representative's WWCC before the event.
- Where a check cannot be verified, is expired, suspended, barred or otherwise does not meet MCC's requirements, MCC may refuse or withdraw approval for that representative to attend. Where the issue affects the exhibitor's eligibility to participate, the registration may be cancelled without refund.
- All exhibitors must behave professionally and respectfully towards students and young people and comply with MCC's reasonable child-safe directions.
- Exhibitors must not engage in inappropriate, discriminatory, intimidating, exploitative or otherwise unsafe conduct towards students, young people, staff, volunteers or other attendees.
- Exhibitors must not request or collect unnecessary personal information from students, engage with students inappropriately, or attempt to arrange unsupervised contact with students outside the event.

Exhibitor conduct and professional standards

- Exhibitors must conduct themselves in a professional, respectful and inclusive manner throughout the event.
- MCC reserves the right to issue directions, request that inappropriate behaviour cease or require an exhibitor or representative to leave the event where these standards are not met.

Exhibitor displays, materials and activities

- Exhibitors must ensure that their displays, promotional materials and activities are appropriate for a school-aged audience and relevant to careers, employment, education, training or related pathways.
- Exhibitors must obtain prior written approval from MCC for activities involving special equipment, interactive demonstrations, potentially hazardous materials, amplified sound or other activities that may present a safety or operational concern.
- Exhibitors must not conduct raffles, competitions, sales activities or other promotional activities requiring special approval without prior written permission from MCC.
- Exhibitors must not make misleading claims about employment opportunities, qualifications, courses, apprenticeships, traineeships or other services.

Photography, filming and publicity

- MCC may arrange photography or filming during the event for reporting, promotional, marketing and organisational purposes.
- Exhibitors are responsible for ensuring that any photographs, recordings or promotional content they create or publish comply with applicable privacy, consent and child-safety requirements.
- MCC may use an exhibitor's organisation name, logo and publicly available business information to identify participating exhibitors and promote the event, subject to any agreed branding requirements.