Terms and Conditions 2027 and Buy West Eat Best – Collection Notice

Terms and Conditions 2027

By applying to exhibit and attend the 2027 Meet the Buyer™ Trade Show Exhibition, the Exhibitor and Delegate accepts the following Terms and Conditions:

1. Applications

1. Exhibitors must complete an Exhibitor Application online at meetthebuyer.com.au by the specified Due Date. Applications must be accompanied by:
    a. payment of the Site Fee.
    b. information including contact details, Exhibitor representative details, marketing and promotion details, agent and distributor details.
    c. any other documents or information required by the Event Organiser.
2. Once the Exhibitor Application has been approved by the Event Organiser, exhibitors must complete a Product Showcase Form online by the specified due date. Product showcase forms must be accompanied by:
    a. detailed description/s and photos of: services and/or products that the Exhibitor intends to promote and/or display at the Event to populate the Buyers Guide.
    b. detailed description/s and photos of: displays/ stand, activities/ activations that the Exhibitor intends to use at the Event.
    c. any Certificates of Currency for any insurance policies required pursuant to Clause 8.1.
    d. any other documents or information required by the Event Organiser.
3. If an Exhibitor does not pay the Site Fee or provides a Certificate of Currency in relation to an Application by the specified Due Date, the Application will be declined and any Allocated Site allocated to the Exhibitor pursuant to Clause 2 will be re-allocated to another Exhibitor.
4. Applications received by the Event Organiser after the Application Due Date, may be considered by the Event Organiser at their sole discretion.
5. Applications received by the Event Organiser after the Application Due Date and that are accepted by the Event Organiser will be liable to pay a late fee equivalent to 10% of the Site Fee.
6. Meet the Buyer™ is a **food and beverage** only trade show. Exhibitors must not display or bring any kind of pet, cosmetic, health and pharmaceutical products or similar at the Event.
7. Exhibitors must only promote West Australian products at Meet the Buyer™. No interstate or international products are permitted to be promoted at the Event.
8. Exhibitors may display a maximum of eight (8) products in the Buyers Guide (catalogue) and at the Event. Exhibitors who purchase an additional product display option may present up to sixteen (16) products in both the catalogue and at the Event.
9. Exhibitor spaces at the Event are limited. Submission of an Application does not guarantee a place at the event. All Applications will be reviewed and assessed against a set of selection criteria (farmed, fished, processed, prepared, or transformed in Western Australia). Exhibitors will be selected based on their alignment with the event's objectives and overall suitability. The organisers reserve the right to accept or decline Applications at their discretion.
10. The Event Organiser may, in its unfettered discretion and at any time:
    a. accept or decline any Application;

b. after accepting any Application and prior to the Event, withdraw its acceptance of the Application.

2. Allocated Sites

1. The Event Organiser may, at its discretion and at any time prior to the Event, withdraw its acceptance of an Exhibitor's Application without liability.
2. The Event Organiser may, at its discretion, allocate or reallocate an Exhibitor to a different Allocated Site before or during the Event, including where necessary for operational, safety or logistical reasons.
3. Exhibitors must not sell, lease, assign or otherwise transfer their Allocated Site, in whole or in part, to any other party. Any attempted transfer is void and may result in cancellation of the Exhibitor's participation without refund.

3. Exhibitor Cancellations and No-Shows

1. If an Exhibitor wishes to withdraw their Application or cancel their use of an Allocated Site, they must notify the Event Organiser in writing. The following refund policy will apply:
    a. for cancellations received twelve (12) weeks or more before the Event: 100% of the Site Fee will be refunded.
    b. for cancellations received between nine (9) and twelve (12) weeks before the Event: 50% of the Site Fee will be refunded.
    c. for cancellations received less than nine (9) weeks before the Event: no refund will be issued, and the Site Fee will be retained in full by the Event Organiser.
    d. if an Exhibitor cancels their use of an Allocated Site, the Event Organiser may allocate that Allocated Site to another Exhibitor without further notice.
2. An Exhibitor who fails to be present and operational at their Allocated Site no later than 120 minutes prior to the published opening time, without prior written notice to the Event Organiser, will be deemed a no-show. No refund will be issued, and the Site Fee will be retained in full by the Event Organiser.
3. An Exhibitor who cancels within seven (7) days of the Event, or is deemed a no-show, will not be eligible to participate in future Meet the Buyer™ events without the prior written approval of the Event Organiser.
4. The Event Organiser reserves the right to cancel any booking where the Exhibitor has failed to submit required product showcase information, event safety documentation, or a current Public Liability Insurance Certificate by the specified deadlines. No refund will be issued, and the Site Fee will be retained in full by the Event Organiser.
5. Where an Exhibitor is unable to attend due to circumstances beyond their reasonable control, the Event Organiser may, at its sole discretion, offer a partial or full refund of the Site Fee. The Exhibitor may be required to provide supporting documentation.

4. Delegate Cancellations

1. If a Delegate wishes to cancel attendance at the Event, they must notify the Event Organiser in writing. The following refund policy will apply, calculated by reference to the number of weeks prior to the commencement date of the Event:

a. for cancellations made twelve (12) weeks or more before the Event: 100% of the Delegate Fee will be refunded;
b. for cancellations made between nine (9) and twelve (12) weeks before the Event: 50% of the Delegate Fee will be refunded;
c. for cancellations made less than nine (9) weeks before the Event: no refund will be issued.

5. Cancellation of the Event

1. The Event Organiser reserves the right to cancel or postpone the Event by providing written notice to Exhibitors.
2. Subject to Clause 5.3, if the Event Organiser cancels the Event, Exhibitors will be entitled to a refund of the Site Fee paid.
3. Exhibitors will not be entitled to a refund of the Site Fee if:
   a. the Event is postponed; or
   b. the Event is cancelled due to a catastrophic weather event, an imminent threat affecting the Event site, a public health emergency, or a lawful direction or requirement of a government or regulatory authority.

6. Payment Terms

1. Payment for any services provided by the Event Organiser to an Exhibitor must be made within seven (7) days of the date of the Event Organiser's invoice, unless otherwise stated.
2. The Event Organiser may refuse entry to the Allocated Site and the Event Site where any amounts due and payable by the Exhibitor remain unpaid.
3. The Event Organiser may refuse to accept an Exhibitor's booking for a future Meet the Buyer™ event where the Exhibitor has outstanding amounts due and payable to the Event Organiser from any previous event.
4. Exhibitor logos and/or promotional materials will only be uploaded to the Meet the Buyer™ website once full payment has been received.

7. Conduct of Exhibitors

1. Exhibitors and their workers must comply with all directions given and conditions imposed by the Event Organiser in connection with the Event, including but not limited to any requirements or directions set out in site inductions, venue rules or safety procedures issued by the Event Organiser.
2. Exhibitors and their workers must conduct themselves in an orderly, professional and respectful manner at all times prior to, during and immediately following the Event.
3. Exhibitors and their workers must not engage in violence, harassment, bullying, intimidation, aggressive behaviour, excessive alcohol consumption, or the use of illicit substances while attending the Event or otherwise in connection with the Event.

8. Health and Safety

1. Exhibitors and their workers must comply with the Work Health and Safety Act 2020 (WA) and any regulations or subordinate legislation made under that Act.

2. Exhibitors and their workers are responsible, so far as is reasonably practicable, for their own health and safety and for ensuring that their activities do not adversely affect the health and safety of others on the Event site.
3. The Event Organiser reserves the right to inspect any Allocated Site and any structures, equipment or materials located within it.
4. All electrical equipment brought onto the Event site by an Exhibitor must be current-tagged and tested in accordance with applicable safety standards.
5. Where, in the Event Organiser's reasonable opinion, there is a risk to health, safety or property arising from an Exhibitor's use of an Allocated Site, the Event Organiser may direct the Exhibitor and/or its workers to immediately eliminate or mitigate that risk, and the Exhibitor and/or its workers must comply with that direction immediately.

9. Insurance and Liability

1. All Exhibitors must maintain a $10,000,000.00 public liability insurance policy covering their activities in connection with the Event.
2. Exhibitors agree to:
    a. occupy and use their Allocated Site at their own risk;
    b. accept all liability for any damage or injury to any persons or property caused or contributed to by the Exhibitor in connection with the Event, including but not limited to any damage or injury caused or contributed to by its Workers;
    c. release and indemnify the Event Organiser and its officers, employees, contractors and agents from any liability which may arise in respect of any accident, loss, damage or injury in connection with the Event.
3. For the avoidance of any doubt, the release and indemnity in Clause 9.2.C includes any theft of or loss or damage to any Exhibitors' property at their Allocated Site or in connection with the Event.

10. Exhibitor Use of Allocated Sites

1. Exhibitors may only take possession of their Allocated Sites during the dates and times notified by the Event Organiser.
2. Exhibitors must promote and/or display their services and/or products at their Allocated Site for the duration of the Event.
3. Exhibitors must ensure that all exhibition infrastructure, furniture and signage are set up and remain entirely within the boundaries of their Allocated Sites at the Event. Exhibition Sites are 3m x 3m.
4. Exhibitors must complete bump-in of all equipment and products by the time specified in the Exhibitor Pack. All Allocated Sites will be inspected by the Event Organiser prior to the opening of the exhibition.
5. Exhibitors who fail to comply with Clause 10 may be required to pay a fee of $500 to the Event Organiser as a genuine pre-estimate of loss associated with loss of goodwill to the Event resulting from the Exhibitor's breach.
6. The Event Organiser may require an Exhibitor to:
    a. immediately cease promoting or displaying any service or product (in whole or in part) where the Event Organiser reasonably believes the service or product is unauthorised,

unsafe, or inappropriate for the Event or the area of the Event Site in which the Allocated Site is located;

b. remove or modify any signage, images or other materials displayed at the Allocated Site; or

c. adjust, limit or cease the use of any audio or visual equipment.

7. Exhibitors must only promote and/or display their services and/or products within their Allocated Sites and must not canvass, hawk, or distribute promotional materials outside their Allocated Sites. Any Exhibitor that fails to comply with this requirement may be immediately removed from the Event Site without refund.
8. Exhibitors may cease promoting and/or displaying their services and/or products and may commence vacating their Allocated Sites only at the conclusion of the Event.

11. Food and beverages

1. All Exhibitors preparing, handling, cooking, sampling and/or serving food or beverages must obtain, and at all times comply with, all applicable statutory requirements, permits and approvals in connection with the Event, including but not limited to venue requirements, local government authority (LGA) health approvals, liquor licensing obligations and food hygiene regulations. Product sampling is permitted subject to compliance with all applicable health, safety and licensing requirements.
2. Where required, Exhibitors must complete and submit a CS209F4 Classification for Proposed Services – Events & Conferences Form by the advised due date. This form will be forwarded by the Event Organiser to the Event Venue for review and approval. Information relating to food sampling, cooking demonstrations, food handling, food preparation and cooking appliances must be detailed accurately in this form.
3. Exhibitors must display copies of all approvals referred to in Clause 11.1 at their Allocated Sites and must provide copies of such approvals to the Event Organiser upon request.
4. If Buy West Eat Best or any other relevant government authority determines that an Exhibitor has failed to comply with any requirement or approval referred to in Clause 11.1, the Event Organiser may immediately remove the Exhibitor from the Event Site without refund.

12. Product Sales

1. The Event is an industry-only event designed for showcasing products and facilitating future business-to-business (B2B) relationships and transactions. Exhibitors and Delegates are not permitted to sell or purchase products at the Event. The Event may be used solely to explore, discuss and promote potential partnerships and future sales opportunities.

13. Liquor

1. Without limitation to Clause 11, any Exhibitor serving alcohol at the Event must ensure that a person holding a current Responsible Service of Alcohol (RSA) certification and any required liquor licence approvals is present on the Allocated Site at all times and that all liquor service complies with applicable laws and venue requirements. Alcohol may be served for sampling purposes only and must not be sold at the Event.

14. Competitions

1. All competitions, games of chance and raffles (howsoever described) are prohibited at the Event unless expressly approved in writing by the Event Organiser.

15. Vacating Allocated Sites

1. Exhibitors must vacate their Allocated Sites in accordance with Clause 15.2.
2. Exhibitors are responsible and liable for the condition of their Allocated Site from the time they commence occupation of the Allocated Site until they have vacated and cleared the Allocated Site to the satisfaction of the Event Organiser. Exhibitors who fail to clear their Allocated Sites to the satisfaction of the Event Organiser will be liable to pay a clean-up fee of $500.
3. Exhibitors must take all steps to ensure their Allocated Site is returned to its original condition, including but not limited to the removal of all exhibits, infrastructure and display material on the Allocated Site. Failure to comply with Clause 15 will result in the Exhibitor being liable to pay any costs incurred by the Event Organiser in returning the Allocated Site to its original condition.

16. Promotional materials and use of intellectual property

1. Exhibitors may not use the Event Organiser's intellectual property, including but not limited to the name and logos of the Event and the Event Organiser and any Exhibitor guidelines, Buyers Guide, maps or images of the Event Site, without the Event Organiser's written authorisation and approval.
2. The Event Organiser will make digital marketing materials available for Exhibitors to use.
3. Photography (still and video) taken by the Event Organiser, its representatives or accredited media during the Event will remain the property of the Event Organiser and may be used by the Event Organiser for promotional purposes.
4. Any Exhibitor that wishes to be excluded from media exposure or being photographed or filmed must advise the Event Organiser in writing at least one week prior to the Event.
5. Any images purchased or commissioned by the Event Organiser are the property of the Event Organiser.
6. The Event Organiser may edit supplied listings to conform to brand guidelines, grammatical rules, publication tone and style for reproduction in marketing collateral.
7. The Event Organiser will endeavour to provide full and accurate listings from provided details; however, no compensation will be made for omitted or incorrect listings.

17. Conditions of entry

1. Access to the Event is strictly limited to organisations and individuals who have completed the registration process as an Exhibitor or Delegate via the official Event website, or who are otherwise authorised by the Event Organiser. All attendees must wear their issued accreditation lanyard and ensure it is visible at all times while on the Event premises. The Event Organiser reserves the right to refuse or revoke entry where these conditions are not met.

18. Privacy

1. The Event Organiser respects the privacy of exhibitors and delegates and is committed to protecting personal information. By registering for or attending the Event, participants consent to the collection, use and disclosure of their personal information by the Event Organiser for purposes related to the administration and delivery of the Event, including managing registrations, facilitating meetings, producing and distributing event materials such as the Buyers Guide, and promoting the Event, in accordance with the Event Organiser's Privacy Policy.
2. The Event Organiser collects personal information primarily directly from participants and will only use or disclose that information for the purpose for which it was collected, unless consent is given for a secondary purpose, the disclosure would reasonably be expected, or the disclosure is required or authorised by law.
3. The Event Organiser takes reasonable steps to ensure personal information is held securely and protected from misuse, interference, loss, unauthorised access, modification or disclosure. Participants acknowledge that certain event materials, including the Buyers Guide, may be distributed widely and that no method of transmission or storage is completely secure.
4. In the event of an eligible data breach, as defined under the Privacy Act 1988 (Cth), the Event Organiser will manage and notify affected individuals and relevant authorities in accordance with applicable legal requirements.
5. The Event Organiser complies with the Spam Act 2003 (Cth). Participants may receive communications relevant to the Event and related opportunities and may opt out of receiving marketing communications at any time using the unsubscribe mechanism provided.
6. The Event Organiser conducts the Event in accordance with all applicable Australian laws, including the Australian Consumer Law under the Competition and Consumer Act 2010 (Cth).

19. Copyright

1. All content and materials produced by Meet the Buyer™ are the property of Meet the Buyer™ and are protected by copyright laws. Reproduction, distribution, modification, or any other use of this content and materials without prior written consent from Meet the Buyer™ is prohibited. Unauthorised use may result in legal action.

20. General

1. In these Terms and Conditions, the following terms have the following meanings:
    a. Allocated Site means a Site allocated to an Exhibitor for the Event pursuant to Clause 2.
    b. Applications means Applications for an Allocated Site at the Event made pursuant to Clause 1, including Applications accepted by the Event Organiser.
    c. Application Due Date means 5.00pm AWST on Tuesday 22 June 2027, or such other date and time as determined by the Event Organiser in its discretion.
    d. Event means the Meet the Buyer™ held at the Event Site on Tuesday 26 October 2027, 10am – 3:30pm.
    e. Event Organiser means Atelier – House of Events Pty Ltd, on behalf of Buy West Eat Best.
    f. Exhibitor means any person, business, organisation or group that markets, promotes, showcases and samples (where permitted) their services and/or products at the Event

under these Terms and Conditions, or who has made an Application to promote and/or display their services and/or products at the Event pursuant to Clause 1.

g. Event Site means Crown Perth.
h. Worker means any person carrying out work in any capacity for an Exhibitor and includes work as an employee, contractor, subcontractor, apprentice, trainee, or volunteer.
i. Delegate means an authorised individual from the food, beverage, retail, hospitality or related industry, including but not limited to buyers, chefs, business owners, operators, category managers, procurement professionals and decision-makers, attending the Event for the purpose of discovering products, meeting suppliers, and discussing potential future business-to-business (B2B) supply arrangements.

2. For the avoidance of any doubt, Exhibitors will be liable for any breach by their Workers of these Terms and Conditions or failure by their Workers to comply with these Terms and Conditions.
3. Any notice required to be given by an Exhibitor to the Event Organiser under these Terms and Conditions must be given by email to events@atelierhouseofevents.com unless these Terms and Conditions expressly provide otherwise.
4. No failure by the Event Organiser to exercise, and no delay in exercising, any right, power or remedy under these Terms and Conditions will operate as a waiver.
5. These Terms and Conditions are governed by the laws of Western Australia.

Buy West Eat Best – Collection Notice

Buy West Eat Best (BWEB) and The Department of Primary Industries and Regional Development (DPIRD) is committed to protecting your privacy. This collection notice explains how BWEB collects, uses and discloses your personal information in relation to the BWEB program and its marketing activities.

Please view the department's privacy statement on the DPIRD website to find out more about how we collect, use and safeguard personal information.

Collection of personal information

We are collecting your personal information to deliver the BWEB program, including activities such as program participation, licensing, communications, marketing, promotions, events, and compliance activities. Including:

- your name
- your business name
- job title and role
- contact details (including email address, phone number and address)
- business and brand information relevant to BWEB participation
- payment or invoicing details (where applicable)

- correspondence and records of engagement with DPIRD
- other information necessary to administer the BWEB program.

Disclosure of personal information

BWEB may disclose your personal information to:

- service providers, contractors and consultants engaged to support the delivery and promotion of the BWEB program
- other Western Australian Government agencies where required for program delivery, reporting or compliance
- regulatory or law enforcement bodies, where required or authorised by law.
- BWEB will not disclose your personal information outside Australia unless authorised by law.

Consequences of not providing personal information

If you choose not to provide the requested personal information, BWEB may be unable to:

- assess your eligibility to participate in BWEB
- register, license or promote your business or brand
- communicate with you about program activities, opportunities or compliance requirements.

Access and correction

- You have the right to request access to, and correction of, personal information held about you by BWEB. Requests can be made using the contact details below.

Contact us

If you have any questions or concerns about this collection notice or how your personal information is handled, please contact us at:

Privacy Officer - Department of Primary Industries and Regional Development
Phone: 1300 374 731 (1300 DPIRD1)
Email: enquiries@dpird.wa.gov.au
Website: www.dpird.wa.gov.au

For more information about our privacy practices, including DPIRD's Privacy Statement please visit our website at www.dpird.wa.gov.au/privacy.