



Celtic Connections library conference
Thistle Hotel, Cardiff from 16th-19th May 2006.

TRADE EXHIBITION INFORMATION

The conference is jointly organised by CILIP Wales/Cymru; CILIP in Scotland; CILIP Ireland and the Library Association of Ireland. Delegates from all four countries are expected. There will be no separate conferences in Ireland or Scotland in 2006. The conference programme will be based on themes of *Libraries in a democratic society; Demonstrating the value of libraries; Delivering services in a competitive electronic environment; Celtic culture online; and Reading, language and literacy*. Former Labour Leader and EU Commissioner *Neil Kinnock*, now Chairman of the British Council, will give the keynote opening address on Tuesday 16th May, 2006.

The Trade Exhibition will run during the Conference in the Hotel, beside the Conference Room on the first floor. There are a limited number of stands available and early booking is advised.

The Conference will commence on Tuesday with registration from 2pm. Delegates will assemble for an Exhibition Opening Reception at 6.30pm and the exhibition will remain open throughout the Conference. The Conference Closing Dinner will be held in the National Museum of Wales on Thursday 18th May.

Trade Stands

Trade Stands are available at a cost of **£750.00** + VAT. Included in this charge is attendance of **two** representatives. Additional reps will be charged **£180.00** + VAT. **Meals, accommodation and the Conference closing dinner are NOT included.**

Company Delegates (without stands)

Companies may send delegates without stands at a cost of **£350.00 per person** + VAT. There will be a small area provided at the Conference on which Company Delegates may have literature displayed by prior arrangement with the organisers. **Meals, accommodation and the Conference closing dinner are NOT included.**

Conference Closing Dinner – Thursday 18th May

Tickets for the dinner being held in the National Museum of Wales on Thursday 18th May are available at a cost of £35.00 per person + VAT. **If you wish to attend please book as this is NOT included in the trade stand above prices.**

Exhibition Bookings

Exhibition bookings should be made on the trade booking form and you should keep a copy for your own information. Applications should be made as early as possible and while space is limited we will do our best to accommodate you.

Payment

A deposit of £300 for Exhibitors and £100 for Company Delegates should accompany your application. A receipt will be sent and the balance must be paid by Friday 7th April 2006. Cheques should be made payable to **CILIPS**.

Internet connections

Exhibitors requiring internet access should note that the hotel has Wi-Fi available. It would be helpful if you could indicate on the form if you will be using this service.

Access & Installation

Access for installation of exhibits will be from 9am on Tuesday 16th May to be ready for the commencement of the conference. Installation, supervision, insurance and security of exhibits will be the responsibility of Exhibitors, and it should be noted that public access will continue in the exhibition areas throughout the conference. All exhibits must be removed from the exhibition area by 5pm on Thursday 18th May. Breakdown of exhibits prior to that must be agreed beforehand with the Conference Organisers.

Access is by way of the front entrance or via the goods area at the rear of the hotel. There is good natural light and artificial lighting and power points will be provided as requested. It is advisable to bring a couple of extension power point leads should you require them as the Hotel can only supply a limited number.

Accommodation

Accommodation and meals **are not** included in the above prices. Exhibitors wishing to stay in the Thistle Hotel, Cardiff should make their arrangements direct with the hotel on 0870 333 9157 stating that they are attending the Celtic Conference as an exhibitor/delegate. Anyone wishing alternative accommodation can look on the website (www.visitcardiff.info) for further information on Cardiff.

Conference Wallets

A small number of leaflets (no larger than A4) are included in the Conference Wallets. The cost is £100 for Exhibitors/Company Delegates (max. 3 A4 sheets) or £200 for companies not attending. We will require 300 copies *no later than Friday 5th May*. Delivery address will be advised nearer the time.

Sponsorship

In the past companies have sponsored various events. Below is a list of areas which lend themselves to sponsorship. If you would like to discuss the matter further please contact Ann Steele on the number below.

Conference Wallets Pens, Notepads (for wallets)
Receptions/evening events Badges

If your company is interested in this please indicate this on the form or if you wish to discuss this further please **contact Ann Steele on 00 44 1698 458888 or at cilips@slainte.org.uk**