



2020



FMP Careers Expo Tuesday 26 May, 2020 **Exhibitor information**

The Frankston Mornington Peninsula Career Expo is the largest Careers Expo on the Peninsula displaying a range of careers focusing on training and career pathways. This spectacular event will see over 1800 students and staff attending from 26 schools and education providers across our region.

The 2020 event will take place at the **START Centre**, Chisholm – Frankston Campus. The venue provides an abundant space over 3 levels, which also showcases our state of the art Vocational facility that is managed by a partnership of local secondary colleges and Chisholm.

The day will include interactive activities and a number of breakout sessions providing short presentations of insight into various industries and career opportunities.

Sessions times for schools to attend are as follows: Based on registrations we anticipate approximately 600 students attending each session.

1. 9:30am – 11:00am
2. 11:00am – 12:30pm
3. 1:00pm – 2.30pm

We encourage all exhibitors to provide meaningful interaction with young people to ensure an engaging event. Interactive exhibits, giveaways, question sheets and competitions are all great ideas.

The event is advertised via the LLEN networks and business partnerships. School visits will be coordinated over three sessions and the event will be open all day from 9:30am – 3pm.

2020 Details

Date: **Tuesday 26 May 2020**

Time: **9:30am – 3:00pm**

Venue: **START Centre (Trade Training Centre)**

Chisholm, Frankston Campus
Fletcher Rd, Frankston VIC 3199

Enquiries: **Jane Ling, Event Coordinator** / FMPLLEN

Mobile: **0422 126 985** email: jane@fmpllen.com.au



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Exhibitor Package \$150

ONE Exhibit space 2m x 2m with trestle table and chairs

Bookings

Bookings through FMPLLEN: jane@fmpllen.com.au

If you require a tax invoice or wish to be a sponsor please book directly through the event coordinator, Jane Ling, email: jane@fmpllen.com.au

General Information

Access

Exhibitors will have access to the site from **7:30am Tuesday 26 May 2020**. We are also looking into allowing exhibitors entry to the venue on the Monday afternoon before the event. We will confirm this closer to the date. We ask that all sites be set up by 8.30am. We ask that the exhibitors remain for the duration of the event 9:30am -3pm.

Parking

There is limited parking both free and ticketed in the area, therefore I will forward a map of some areas which may be accessible on the day, depending on demand. There is also parking available at the Bayside Shopping Centre with a short walk across the station to the venue.

Exhibit Space

Exhibits will be located across the site. Exhibit spaces are 2m X 2m and will include a table and 2 chairs. Exhibitors will need to provide a tablecloth and pull up banners. If extra space is required to run activities please contact the Expo Coordinator as soon as possible. A map will be included in a later email and there will be staff on site to show you to your exhibit area as of 7:30am on the day. **Sites must be fully setup by 8:30am on the day.**

Power

Power is only available to a number of internal sites and needs to be requested through the event organiser. Exhibitors are required to provide their own extension leads and power boards.

Please note: Any electrical leads or cords must be "tested and tagged" prior to usage on the day.

Rubbish

Exhibit space must be left how you found it and all rubbish is to be removed. There will be a number of bins located throughout the building for small items only.

Catering

Complimentary instant tea and coffee will be made available to exhibitors in a couple of designated break out areas. There is also a cafeteria available on site to purchase additional food and drink if required.

OHS

We will also forward the Evacuation Procedure for your reference on the day. These are also located throughout the venue.

Valuables

Please do not leave valuable items on exhibitor sites during the day. The event organisers take no responsibility for any loss of items for the duration of the event.