

**careers**

**Xpo**

**2025**

Canberra CareersXpo



# **EXHIBITORS' INFORMATION PACKAGE**

**13 - 14 AUGUST 2025**

Exhibition Park in Canberra

Presented in association with the  
Rotary Club of Aurora Gungahlin

**Rotary**  
Club of  
Aurora Gungahlin



Supported by



**ACT**  
Government



**WEDNESDAY 13 AUGUST 2025**

9.00am to 2.30pm

**THURSDAY 14 AUGUST 2025**

9.00am to 2.30pm

**EXHIBITION PARK IN CANBERRA**

Cnr Flemington Rd and Northbourne Ave, Lyneham



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## ABOUT THE XPO

The 2025 Canberra CareersXpo is presented in association with the Rotary Club of Aurora Gungahlin and incorporates multiple programs in one: CareersXpo, *real skills for real careers*, Indigenous Employment Exhibition, The STEM Cell, Sustainability & Environment and Innovation & Technology.

## AIM

The Canberra CareersXpo is celebrating its 46th year of operation. The 2025 Canberra CareersXpo will provide exhibitors with a target audience of upwards of 8,000 students and adults looking for advice and information on current and future employment and careers options through apprenticeships, study and employment.

Exhibitors come from a broad cross section of providers including Universities, Federal and State Government institutions (local and interstate), employer organisations, private colleges, apprenticeship centres and numerous individual businesses.

We recognise the rapidly changing nature of the jobs market and incorporate future innovations in the industrial and professional worlds of employment. These emerging career opportunities will be a feature of the 2025 Canberra CareersXpo.

## WHAT'S HAPPENING IN 2025?

- The *real skills for real careers* exhibition, the Indigenous Employment exhibition, the STEM Cell, the Sustainability & Environment and Innovation & Technology exhibitions will be located in the Coorong Building in 2025. These exhibitions will provide hand-on interactive activities to engage students.
- This year there will **NOT** be a Wednesday night program as in previous years.
- Due to the success of the Exhibitor Network event last year we are planning to offer this from 3.00pm-5.00pm on Wednesday in the Exhibitor Lounge.
- The program also includes an on-line Parent and Student Information presented by ACT Education.
- Exhibitors can promote their organisations courses, employment, traineeship or apprenticeship opportunities on the **EMPLOYMENT OPPORTUNITIES BOARD** in the Conference Centre linkway. Using a QR Code visitors can access information regarding your organisation.
- An informative and comprehensive Visitor Guide supplement is published in the City News and Canberra Times on the Thursday prior to the CareersXpo.
- **FREE** internet access is available for all exhibitors using the Free CBR network.
- Exhibitors can order their lunch each morning at the Café in the Coorong Building.
- More information about the Canberra CareersXpo can be found on the [website](#).

## FEEDBACK

Following the 2024 CareersXpo, the ACT Education Directorate received many positive comments from schools and teachers:

2024 feedback from the main exhibition area was also very positive and the following comments were taken from our survey:

*"The students found the event very worthwhile and we really appreciate the time and effort that goes into organising this event."*

*"It was great. The students particularly enjoyed the hands-on activities (trades, games, bricklaying etc)."*

*"Thank you so much for providing this amazing opportunity for our academy, we just loved it! The organisation of it is amazing, every detail of it flows well."*

*"It was a great experience at the Canberra CareersXpo, we really enjoyed the intensity and the support of yourself and the other exhibitors."*

*"We appreciated your attention to our needs to ensure that we had maximum exposure to our target student groups. Thanks for the high standard of organisation and control of the large number students and teachers attending."*

*"I really enjoyed the event, the kids we spoke to valued our advice and talks."*

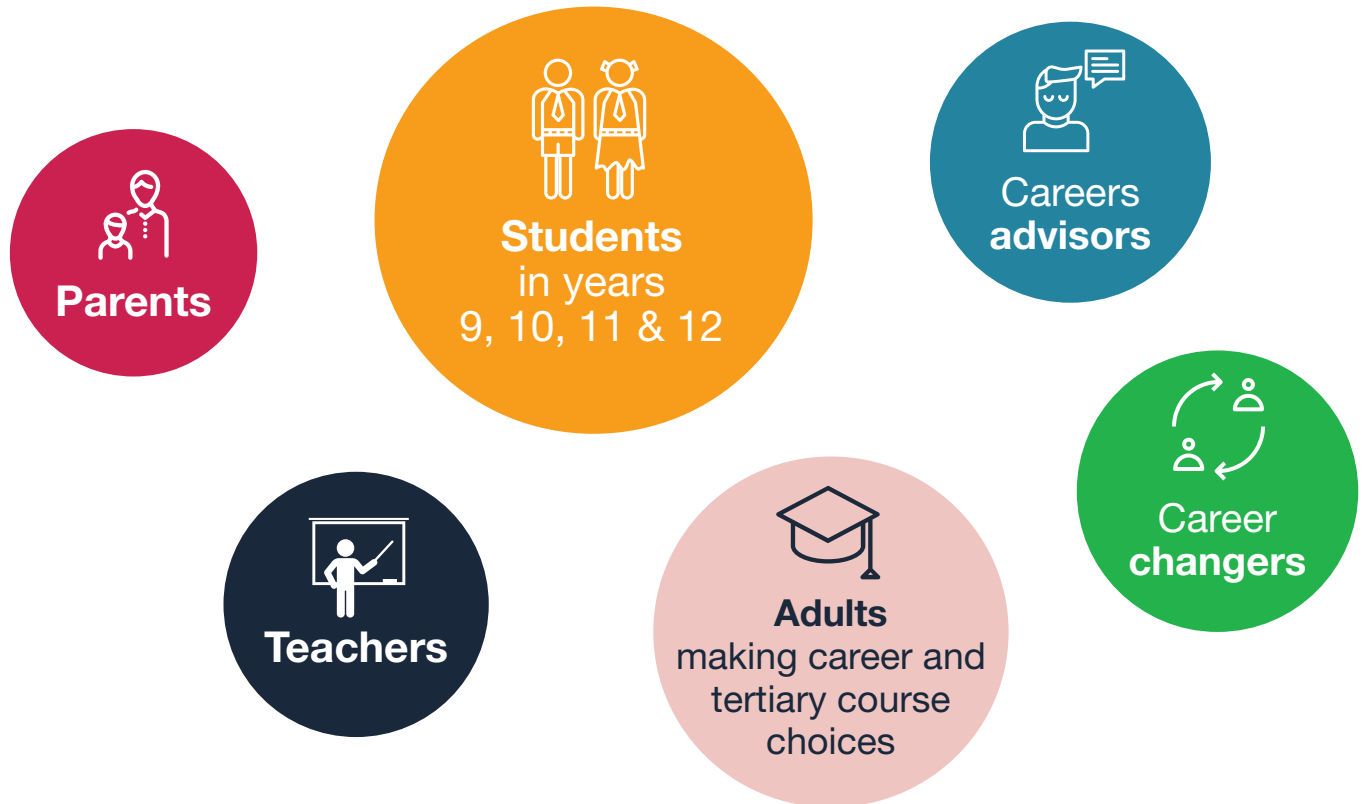
*"Thanks for all your work on the expo. I think it was great!"*

*"We really enjoyed the day and got a lot out of it. We certainly hope to be invited back next year."*

*"I thought the CareersXpo was great. It met all of the students' needs and the feedback from the students on the bus was all positive."*



## VISITOR PROFILE



A list of schools attending, time of arrival and year level will be available on request closer to the CareersXpo



## EXHIBITOR BENEFIT

- Promote your courses, services and resources
- Sell your products
- Promote your organisation's involvement in education
- Enjoy the benefits of an extensive advertising and promotional campaign
- A complimentary exhibitor listing, website link and social media link on the CareersXpo website in the Virtual Expo Hall
- A complimentary exhibitor listing in the City News and Canberra Times Supplements
- The opportunity to network with other organisations

## REGISTRATION AND BOOKING

Prices to exhibit have changed very little over the past 3 years and there is little change in the 2025 CareersXpo pricing. To book a booth(s) for this year's CareersXpo use the on-line electronic registration form. The booking form can be accessed by clicking on the 'Book a Booth' or 'Booth Booking Form' buttons on the CareersXpo [website home page](#).

## BOOTH PRICES

### Standard Perimeter Booth

The Standard perimeter booth is priced at **\$880 + GST** and consists of a 3m by 3m area with no separation walls. All perimeter booths in the Budawang building, including the corner booths at the Emergency EXIT points are Standard perimeter booths.

### Deluxe Inline Booth

The Deluxe inline booth is priced at **\$1080 + GST** and consists of a 3m by 3m area with 3m separation walls. The Deluxe inline booth has a single header board and are located between two Deluxe corner booths (refer booth image below).

### Deluxe Corner Booth

The Deluxe corner booth is available for **\$1,200 + GST**. This includes the area of 3m by 3m with a 3m separation wall. The Deluxe corner booth has a header board in an aluminium frame on all open sides of the booth. All centre corner booths in the Budawang and Coorong buildings are Deluxe corner booths (refer booth image below).



*Picture is for illustration purposes only, furniture not included*

*Corner booth example of a Deluxe corner booth. The adjacent booth example of a Deluxe inline booth.*

Your organisation name or other wording (max 40 characters) chosen by your organisation printed on the header board(s) using black vinyl-cut **UPPERCASE** lettering is included at **NO CHARGE** in 2025.

Add-ons include power, an LED spotlight, tables, chairs and black tablecloths which can also be ordered using the electronic booking form.

### Additional Hire Items for All Booths

Table - **\$20 + GST**, chair - **\$8 + GST**, black tablecloth - **\$20 + GST**

Perimeter: Power Outlet 4 amp - **\$70 + GST**, Power Outlet 10 amp - **\$100 + GST**

Centre: Power Outlet 4 amp - **\$95 + GST**, Power Outlet 10 amp - **\$120 + GST**

Light (150W LED Floodlight) - **\$70 + GST**

### White Octanorm Melamine Deluxe Booth Restrictions

There are restrictions on the methods used for attaching material to these panels. You can use the standard Velcro dots and strips but **NO** pins or tacks are allowed on the Octanorm panels.

## Exhibitors Lounge

The Freycinet Room located in the Conference Centre between the Budawang and Coorong Pavilions has been designated as the Exhibitors' lounge. **FREE** tea, coffee, juice, fruit, snack bars and biscuits will be available.

## Facilities

There is a Café, Coffee and Food Van on site that offers a range of hot and cold food and beverage options. If required, there is also limited storage available for exhibition materials.

## Lunch Orders

Lunch and beverage options can be ordered and paid for each morning at the café in the Coorong Building. Lunch delivery available for booths with limited staff.

## Accommodation

If you are looking for a place to stay, there are a number of websites worth considering to book accommodation in the nearby suburbs of Dickson, Watson and Lyneham i.e. [www.booking.com](http://www.booking.com) and [www.expedia.com.au](http://www.expedia.com.au)

## Set-Up Times

Tuesday: 5.00pm to 9.00pm, and Wednesday: 7.00am to 9.00am.

## Pull-Down Times

Thursday: 3.00pm to 7.00pm. *Please note: The Budawang and Coorong Buildings must be cleared of all Exhibitors equipment and gear by 7.00pm Thursday. The security and safety of any items remaining on the premises after that time cannot be guaranteed.*

## First Aid

There will be a first aid officer on duty on Wednesday and Thursday in the passageway between the Budawang and Coorong buildings.

## Cleaning

Exhibitors are responsible for removing all their materials and props and for leaving the site in a clean state. Please dispose of all rubbish in the bins provided.

## Insurance

Exhibitors are required to provide proof of their public liability cover. Minimum amount required is \$10 million. Proof of cover (can be uploaded with the booking form) needs to be submitted before the event via [brett@brettcarterevents.com.au](mailto:brett@brettcarterevents.com.au)

## Power Cords

All power cords/boards to be heavy-duty and tagged prior to the event.

## Internet

Internet coverage is **FREE** again this year. If you require internet cover, please connect to FreeCBR. No access code or password is required as it is a public network.

## Toilets

Toilets are located near the entrance to the Budawang and Coorong buildings. The toilets at the front of the Conference Centre, located between the Budawang and Coorong buildings will be for the EXCLUSIV use of exhibitors. Please refer to the floor plan map in the CareersXpo Program.



### Access/Loading Dock

Exhibitors may park in front of either the Budawang or Coorong Buildings during bump-in on Tuesday or bump-out on Thursday.

### Deliveries

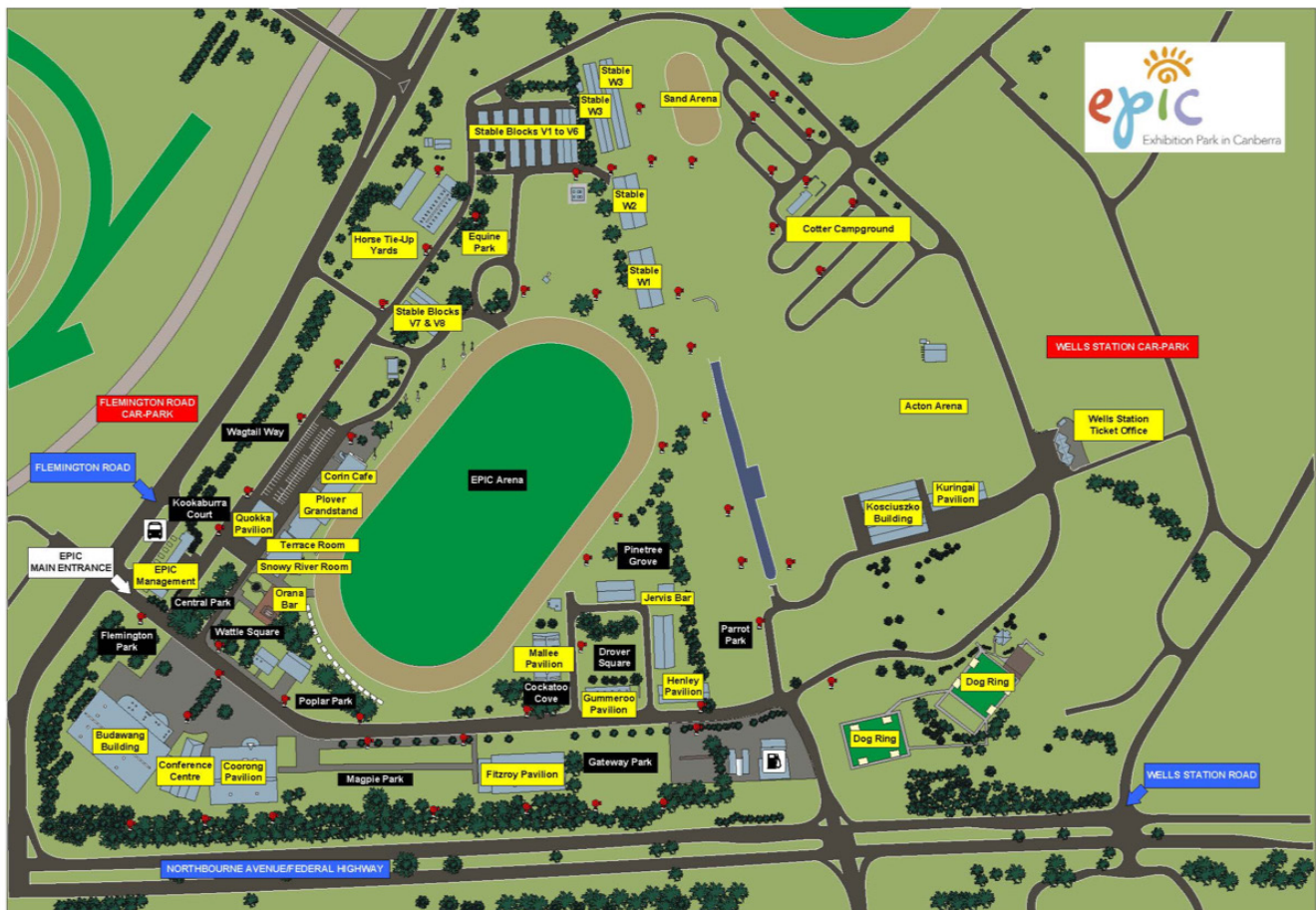
If you have any boxes to be delivered before the event, please put your name and booth number on the boxes. Deliveries are accepted on Tuesday, 13 August 2025. Please stress to your contractor that it must be delivered on **Tuesday 13 August**. If your consignment can only be delivered on Monday 12 August, please contact EPIC on 6205 4900.

### The delivery address is:

Your Institution/Business Name  
Your Booth Number  
Exhibition Park in Canberra  
Corner Flemington Rd and Northbourne Ave  
Mitchell ACT 2911

### Parking

Complimentary all-day parking for Exhibitors during the CareersXpo is adjacent to the Coorong building (between the Coorong and Fitzroy buildings) or behind the Budawang building. Please do not park in front of the Budawang or Coorong buildings or in the sign posted bus arrival and departure bays on Wednesday or Thursday. Refer to the map below.





## CONTACT

Directly via [brett@brettcareerevents.com.au](mailto:brett@brettcareerevents.com.au)

Alternatively, visit the Canberra CareersXpo website at [www.careersxpo.com.au](http://www.careersxpo.com.au)

Follow us on social media

[www.facebook.com/careersxpo](https://www.facebook.com/careersxpo)

[www.twitter.com/careersxpo](https://www.twitter.com/careersxpo)

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