



## Poster Presentation Guidelines

Posters will be displayed in the Main Conference Room. Delegates will have the opportunity to view the posters during morning / afternoon tea, and lunch.

**Please note:** at least one poster author must be a registered delegate attending\*\* the conference for the poster to be included. There will be no oral introduction of posters this year.

Due to COVID-19 Australian Authors will not be required to attend, however will need to be registered as 'Remote Poster Presenter'. Please see the meeting website for more information on registration:

<http://nzaps2020.w.events4you.currinda.com/>

Your poster should be A0 size 841mm X 1189mm (preferably in portrait orientation). Please bring hooked Velcro so your poster can be attached to the fluffy boards (no pins) so posters should be printed on heavy paper.

Poster authors may wish to take advantage of a local Wellington Print Service who will print and deliver your poster to the Meeting venue in time for the event.

Printer: Wakefield Print, <https://www.wakefields.co.nz/>  
Contact: [info@wakefields.co.nz](mailto:info@wakefields.co.nz) (please quote 'NZAPS2020 Poster Print' in subject line)

Deadline for print ready (pdf) file to be submitted to Wakefield Print: Friday 20<sup>th</sup> November 2020

Delivery: To arrive at Intercontinental Hotel by Wednesday 25 November 2020 (Delivery Label is attached to this document)

Attending poster authors are required to have their posters set up on Friday evening prior to the first plenary session on Saturday morning (authors are asked to bring their own Velcro and it is recommended attaching this a day prior to encourage adhesion). Posterboards will be numbered with authors abstract id. Please refer to your poster number in the Conference Handbook (there will also be a printed guide in the poster display area). The Registration Desk will be able to store your poster tube, please ensure that this is clearly named.

Authors may take down their posters after the lunch break on Sunday and poster tubes will be made available for collection at the registration desk on Sunday at lunchtime. Please note, posters for non-attending authors will be disposed of after the conclusion of the event.

Please address any queries on posters to the Conference Organiser [sally@events4you.co.nz](mailto:sally@events4you.co.nz)

# POSTER DISPLAY MATERIAL

Deliver to:

NZAPS2020 Annual Scientific Meeting  
(28-29 November 2020)  
Intercontinental Hotel Wellington Loading Dock  
Panama Street  
Wellington  
6011  
Attention: Sally Boulton

InterContinental Wellington Contact:  
Nicole Plant 04 495 7849

NO DELIVERIES TO BE MADE BEFORE TUESDAY 24 NOVEMBER 2020

Poster Author First Name/Last Name	
Poster ID# (if known)	
Mobile	
<b>Description</b> <b>Poster for Display</b>	Delivery to Level 1 for poster display set up Friday 27 <sup>th</sup> Nov pm.

Box #: \_\_\_\_\_ of \_\_\_\_\_ Booth # \_\_\_\_\_

Please note: Events 4 You Limited and the New Zealand Association of Plastic Surgeons do not accept responsibility for the loss or damage of any materials accepted/stored by the Venue.

Events 4 You Limited  
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