

# SCIENCE ON THE SWAN 2020

Sponsorship & Exhibition Prospectus

17-19 May 2020



SCIENCE  
ON THE SWAN

The Westin Perth

Driving Translational Research  
– Embedding Research and  
Innovation in Health Care

[www.scienceontheswan.com.au](http://www.scienceontheswan.com.au)

# Welcome Message

Welcome to Science on the Swan 2020, the Western Australian Health Translation Network's (WAHTN) annual health and medical research conference, which this year highlights the central theme of 'Driving Translational Research - Embedding Research and Innovation in Health Care'. The event is now in its sixth year and has achieved a high level of success and prominence thanks to the ongoing support from the Western Australian Government and the WAHTN's Partners.

The Conference will be held at The Westin Perth from Sunday 17 – Tuesday 19 May 2020, and showcase the very best of research and scientific endeavour in Western Australia; covering a mix of fundamental, biomedical, clinical, health and social science. It offers linkage opportunities for both industry and researchers, especially connecting early career to more senior and established health science and clinical leaders. It is an opportunity to showcase the skills we have right here in Perth and help translate WA scientific efforts into real impacts to deliver better health outcomes to the wider community locally, nationally and internationally whilst leveraging our proximity to Asia.

The 2020 event is Co-Chaired by the Professor Gary Geelhoed, WAHTN; Professor Peter Richmond, Child and Adolescent Health Service; Professor Daniel Fatovich, East Metropolitan Health Service; Dr Aron Chakera, North Metropolitan Health Service; and Professor Fiona Wood AM, South Metropolitan Health Service. Along with the 2020 Organising Committee, they have secured noteworthy international and national speakers for sessions ranging from Strengthening Clinical Research, Precision Medicine, Digital Health and Data Management, Health System Performance and Global Health, which we feel are relevant and topical themes of interest to the current health and medical research and consumer community, making the Science on the Swan 2020 a conference to remember.

We look forward to meeting you at Science on the Swan 2020.

Highlights from previous 2015-2019 Conferences can be viewed on the WAHTN website <https://www.wahtn.org/state-activities/science-on-the-swan/>

**Professor Gary Geelhoed**  
*Co – Chair*  
WA Health Translation Network

**Dr Aron Chakera**  
*Co – Chair*  
North Metropolitan Health Service

**Professor Peter Richmond**  
*Co – Chair*  
Child and Adolescent Health Service

**Professor Fiona Wood AM**  
*Co – Chair*  
South Metropolitan Health Service

**Professor Daniel Fatovich**  
*Co – Chair*  
East Metropolitan Health Service

# Why Sponsor Science on the Swan 2020?

The Organising Committee is building a program that will generate a high level of interest and attract an even blend of health and medical practitioners including general practitioners, clinicians, allied health professionals, scientists, researchers both established and emerging, students, nurses and importantly consumer representatives. Take this excellent opportunity to:

- **Showcase** your latest innovation, products and services
- **Increase awareness** of your organisation's brand and reputation in health sciences
- **Raise your organisation's profile** among delegates who are keen to learn more about how you can add value to their profession
- **Demonstrate** your organisation's contribution towards improving the health and quality of life outcomes for our community
- **Broaden your network** of potential customers by engaging them in a pre-qualified, relaxed and informative environment

## Organising Committee

Professor Gary Geelhoed, *WA Health Translation Network*

Professor Peter Richmond, *Child and Adolescent Health Service*

Professor Daniel Fatovich, *East Metropolitan Health Service*

Dr Aron Chakera, *North Metropolitan Health Service*

Professor Fiona Wood, *South Metropolitan Health Service*

Dr Debra Turner, *WA Health Translation Network*

Ms Katherine Coltrona, *WA Health Translation Network*

Ms Bex Logan, *WA Health Translation Network*

Ms Deb Langridge, *WA Health Translation Network*

Professor Torbjorn Falkmer, *Curtin University*

Ms Jodie Hegarty, *Department of Health*

Dr Debra Cousins, *Department of Jobs, Tourism, Science and Innovation*

Dr Kirsten Biddle, *Doctors in Training*

Professor Graham Hillis, *East Metropolitan Health Service*

Associate Professor Elin Gray, *Edith Cowan University*

Dr Christian Pflueger, *Harry Perkins Institute of Medical Research*

Mr Chris Whitelock, *Lions Eye Institute*

Dr Ruey Leng Loo, *Murdoch University*

Dr Luke Whiley, *Murdoch University*

Professor Steve Wilton, *Perron Institute for Neurological and Translational Science*

Professor Liz Davis, *Telethon Kids Institute*

Professor Gerard Hoyne, *The University of Notre Dame Australia*

Professor Toby Richards, *The University of Western Australia*

Ms Anita John, *WA Country Health Service*

Dr Christina Read, *WA Primary Health Alliance*

# Sponsorship at a Glance

Package	Price per package (ex. GST)	Opportunities available
<i>Premium Sponsorship</i>		
Platinum Sponsor	A\$20,000	Limited
Gold Sponsor	A\$15,000	Limited
Silver Sponsor	A\$10,000	Unlimited
Bronze Sponsor	A\$5,000	Unlimited
<i>Business Networking Sponsorship</i>		
Conference Dinner Sponsor	A\$10,000	Exclusive
Welcome Reception Sponsor	A\$5,000	Exclusive
<i>Brand Positioning Sponsorship</i>		
Conference App Sponsor	A\$8,000	Exclusive
Rising Star Award	A\$5,000	Exclusive
Poster Award	A\$3,000	Exclusive
Reusable Coffee Cup Sponsor	A\$3,000	Exclusive
Satchel Sponsor	A\$3,000	Exclusive
Lanyard Sponsor	A\$3,000	Exclusive
Daily Catering Sponsor	A\$2,000	Exclusive
<i>Advertising Opportunities</i>		
See page 14	From A\$750	Limited
<i>Exhibition Space</i>		
Trestle Table Display	A\$1,800	Limited

For enquiries contact us today!

We invite you to contact our Sponsorship and Exhibition Manager, Robert Gunn at [rgunn@arinex.com.au](mailto:rgunn@arinex.com.au)

# Premium Sponsorship

## Platinum Sponsor (Limited)

A\$20,000 (ex. GST)

### *Plenary Speaker Sponsorship*

- Naming rights to one plenary speaker
- Opportunity to convene a round table discussion with the plenary speaker at your institution with research and senior staff (subject to plenary speaker availability)
- Opportunity deliver a five (5) minute speech and to introduce plenary speaker
- The Platinum Sponsor may provide a freestanding banner which will be positioned on or near the main stage in the Plenary Room for the sponsored session (maximum size 2m high x 1m wide) (sponsor to supply banner). *\*Sponsor has the option of repositioning the banner near the Registration Desk for the remaining duration of the Conference*
- Prominent logo acknowledgement on Opening and Closing Slides during sponsored session
- Verbal acknowledgement as Platinum Plenary Sponsor at the sponsored session

### *Conference Registration, Welcome Reception and Conference Dinner tickets*

- Five (5) complimentary Conference delegate registrations inclusive of all sessions, catering, Welcome Reception and Conference Dinner

### *Branding & Visibility*

- Logo acknowledgement on Conference holding slides (excl. Featured Keynote Session)
- One (1) push notification advertisement on Conference App (content provided by Sponsor)
- 150-word organisation profile in Sponsors' section of the Conference App
- Acknowledgement as Platinum Sponsor on the official Conference marketing emails
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### *Promotional Material*

- One (1) promotional brochure (maximum four x A4 pages per brochure) or novelty item to be inserted in the satchel (Sponsor to supply material – subject to the approval of the Organising Committee)

### *Delegate Marketing*

- Electronic Delegate list supplied post Conference (in accordance with privacy laws)

# Premium Sponsorship

## Gold Sponsor (Limited)

A\$15,000 (ex. GST)

### *Plenary Speaker Sponsorship*

- Naming rights to one plenary speaker
- The Gold Sponsor may provide a freestanding banner which will be positioned on or near the main stage in the Plenary Room for the sponsored session (maximum size 2m high x 1m wide) (sponsor to supply banner). *\*Sponsor has the option of repositioning the banner near the Registration Desk for the remainder of the Conference*
- Prominent logo acknowledgement on Opening and Closing slides during sponsored session
- Verbal acknowledgement as Gold Plenary Sponsor at the sponsored session

### *Conference Registration, Welcome Reception and Conference Dinner tickets*

- Three (3) complimentary Conference delegate registrations inclusive of all sessions, catering, Welcome Reception and Conference Dinner

### *Branding & Visibility*

- Logo acknowledgement on Conference holding slides (excl. Featured Keynote Session)
- One (1) push notification advertisement on the Conference App (content provided by Sponsor)
- 120-word organisation profile in Sponsors' section of the Conference App
- Acknowledgement as Gold Sponsor on the official Conference marketing emails
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### *Promotional Material*

- One (1) promotional brochure (maximum four x A4 pages per brochure) or novelty item to be inserted in the satchel (Sponsor to supply material – subject to the approval of the Organising Committee)

### *Delegate Marketing*

- Electronic Delegate list supplied post Conference (in accordance with privacy laws)

# Premium Sponsorship

## Silver Sponsor (Unlimited)

A\$10,000 (ex. GST)

### *Conference Registration, Welcome Reception and Conference Dinner tickets*

- Two (2) complimentary Conference delegate registrations inclusive of all sessions, catering, Welcome Reception and Conference Dinner

### *Branding & Visibility*

- Logo acknowledgement on Conference holding slides
- The Silver Sponsor may provide a freestanding banner which will be positioned in a strategic location by the Conference Managers (maximum size 2m high x 1m wide) (Sponsor to supply banner)
- One (1) push notification advertisement on Conference App (content provided by Sponsor)
- 100-word organisation profile in Sponsors' section of the Conference App
- Acknowledgement as Silver Sponsor on the official Conference marketing emails
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### *Promotional Material*

- One (1) promotional brochure (maximum four x A4 pages per brochure) or novelty item to be inserted in the satchel (Sponsor to supply material – subject to the approval of the Organising Committee)

### *Delegate Marketing*

- Electronic Delegate list supplied post Conference (in accordance with privacy laws)

# Premium Sponsorship

## **Bronze Sponsor (Unlimited)**

A\$5,000 (ex. GST)

### ***Conference Registration, Welcome Reception and Conference Dinner tickets***

- One (1) complimentary Conference delegate registration inclusive of all sessions, catering, Welcome Reception and Conference Dinner

### ***Branding & Visibility***

- Logo acknowledgement on Conference holding slides
- The Bronze Sponsor may provide a freestanding banner which will be positioned in a strategic location by the Conference Managers (maximum size 2m high x 1m wide) (Sponsor to supply banner)
- One (1) push notification advertisement on Conference App (content provided by Sponsor)
- 80-word organisation profile in Sponsors' section of the Conference App
- Acknowledgement as Bronze Sponsor on the official Conference marketing emails
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### ***Promotional Material***

- One (1) promotional brochure (maximum four x A4 pages per brochure) or novelty item to be inserted in the satchel (Sponsor to supply material – subject to the approval of the Organising Committee)

### ***Delegate Marketing***

- Electronic Delegate list supplied post Conference (in accordance with privacy laws)



# Business Networking Sponsorship

## Conference Dinner Sponsor (Exclusive)

A\$10,000 (ex. GST)

- Dinner Naming Rights – “the Science on the Swan 2020 Dinner is proudly sponsored by ...”
- One (1) reserved VIP table up to ten complimentary seats (10) to attend the dinner (all ten guests must be issued a ticket to the dinner)
- Five (5) minute Welcome Address at the Conference Dinner
- Acknowledgement as the sponsor in all promotional communications for the Conference Dinner
- Sponsor’s logo will be printed on the dinner menu and Conference Dinner signage (Conference Managers will supply)
- Sponsor may provide the dinner guests with a branded gift (Sponsor to supply gifts – subject to approval of the Organising Committee)
- Sponsor may provide a freestanding banner, positioned at the entrance to the dinner venue or on stage (maximum size 2m high x 1m wide) (Sponsor to supply banner)
- 100-word organisation profile in Sponsors’ section of the Conference App
- Logo placement on Conference website with hyperlink to the Sponsor’s organisation website
- Use of Conference logo until 30 May 2020

## Welcome Reception Sponsor (Exclusive)

A\$5,000 (ex. GST)

- Five (5) complimentary tickets to the Welcome Reception
- Five (5) minute address at the Welcome Reception
- Acknowledgement as Sponsor in all promotional communications for the Welcome Reception
- Sponsor’s logo will be printed on small table signs (Conference Managers will supply)
- Sponsor may provide a freestanding banner, positioned at the entrance to the Welcome Reception venue (maximum size 2m high x 1m wide) (Sponsor to supply banner)
- 80-word organisation profile in Sponsors’ section of the Conference App
- Logo placement on Conference website with hyperlink to the Sponsor’s organisation website
- Use of Conference logo until 30 May 2020

# Brand Positioning Sponsorship

## Conference App Sponsor (Exclusive)

A\$8,000 (ex. GST)

- One (1) complimentary Conference delegate registration inclusive of Welcome Reception and Conference Dinner
- 100-word organisation profile in Sponsors' section of the Conference App
- One (1) push notification advertisement on Conference App (content provided by Sponsor)
- Sponsor profile page with icon included on App main menu
- Opportunity to provide a banner advertisement to be placed on menu page of the App (Sponsor to provide content)
- Acknowledgement as Conference App Sponsor on the official Conference marketing emails
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

## Rising Star Award (Exclusive)

A\$5,000 (ex. GST)

- Two (2) complimentary tickets to the Conference Dinner
- Opportunity for a representative of your organisation to present the Awards at the Conference Dinner
- Sponsor's logo to be featured on the Award Certificates
- Sponsor may provide a freestanding banner, strategically positioned at the Conference Dinner (maximum size 2m high x 1m wide) (Sponsor to supply banner)
- Acknowledgement as Rising Star Awards Sponsor in all promotional communications for the Awards
- 80-word organisation profile in Sponsors' section of the Conference App
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020



### Poster Prize (Exclusive)

A\$3,000 (ex. GST)

- Two (2) complimentary tickets to the Conference Dinner
- Opportunity for a representative of your organisation to present the Poster Prize at the Conference Dinner
- Sponsor's logo to be featured on the Award Certificate
- Sponsor may provide a freestanding banner to be strategically positioned in the Conference foyer (maximum size 2m high x 1m wide) (Sponsor to supply banner)
- 80-word organisation profile in Sponsors' section of the Conference App
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### Satchel Sponsor (Exclusive)

A\$3,000 (ex. GST)

- Sponsor logo featured with the Conference logo on all satchels (one-coloured print)
- 50-word organisation profile in Sponsors' section of the Conference App
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### Lanyard Sponsor (Exclusive)

A\$3,000 (ex. GST)

- Sponsor logo on all Conference lanyards (one-coloured print)
- Opportunity to provide own Sponsor's own branded lanyard
- 50-word organisation profile in Sponsors' section of the Conference App
- Logo placement on Conference website, hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020



### Reusable Coffee Cup Sponsor (Exclusive)

A\$3,000 (ex. GST)

- Exclusive rights to provide delegates with a reusable coffee cup that will be inserted into the delegate satchels (*Provision of cups at additional cost to sponsor. Conference Managers are able to assist in recommending suppliers if required*).
- 50-word organisation profile in Sponsors' section of the Conference App
- Logo placement on Conference website, hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

### Daily Catering Sponsor (Limited)

*\*Includes morning tea, lunch and afternoon tea on the selected day*

A\$2,000 (ex. GST)

- Verbal recognition by the session Chair prior to the sponsored catering breaks
- Corporate literature may be displayed at the sponsored catering break station(s) (Sponsor to supply material which is subject to size restrictions)
- The Sponsor may provide a freestanding banner which will be positioned in a prominent location in the break area (maximum size 2m high x 1m wide)
- Small table signs featuring the organisation name and logo displayed at the sponsored catering stations (Conference Managers to supply)
- Two (2) passes for nominated guests to attend the sponsored lunch (these passes are for the sponsored lunch only, attendance to other sessions and catering breaks is not included)
- 50-word organisation profile in Sponsors' section of the Conference App
- Logo placement on Conference website with hyperlink to the Sponsor's organisation website
- Use of Conference logo until 30 May 2020

# Advertising Opportunities

*Exposure in the Conference publications is determined by confirmation of sponsorship prior to print deadlines. To maximise exposure, please confirm your participation by the earliest date possible.*

*Banner advertisement specifications will be provided after the confirmation of booking.*

## Conference Website Banner

\$1,500 ex GST per banner

## EDM Banner

\$950 ex GST per banner per EDM

## Session Room Screen Advertisement

\$1,500 ex GST per advertisement screening

## Mobile App Page Banner

*Limited availability*

\$750 ex GST per banner

*\*Image is an example only.*



# Exhibition Space

*Feel it is more effective to show and tell? Take advantage of a table display space located within the Catering and Exhibition area to demonstrate your product and/or service to delegates.*

## Trestle Table Display (Limited)

A\$1,800 (ex. GST) per day

- One (1) standard trestle table with two chairs to demonstrate your organisation's product during refreshment and lunch breaks
- Two (2) complimentary exhibitor registrations
- Attendance to sessions
- An exhibition manual
- Organisation name listed in the exhibition list for the Conference
- Logo and 50-word profile for your organisation in the Conference Mobile App



## Location

The exhibition will be held at the Westin Perth in the Grand Ballroom Three located on level two. Table allocations will be on a first in basis and are subject to availability. Conference Managers reserve the right to change the floor plan and any changes will be notified in writing.



## Sponsorship / Exhibition Booking Form

Sponsorship & Exhibition Managers  
 Arinex Pty Ltd  
 Level 10, 51 Druitt Street  
 SYDNEY NSW 2000, Australia

ABN: 28 000 386 676  
 Tel: +61 2 9265 0700  
 Fax: +61 2 9267 5443  
 Email: [sponsorship@arinex.com.au](mailto:sponsorship@arinex.com.au)  
 Web: [scienceontheswan.com.au/](http://scienceontheswan.com.au/)

Attention: Sponsorship & Exhibition Sales

In respect of: SOTS 2020

Organisation name (for marketing purposes): \_\_\_\_\_

Organisation name (for invoicing purposes): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Postcode: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

Main Sponsor / Exhibitor contact: Mr / Mrs / Ms / Other:

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

**How did you find out about the Conference?**

- Website  Direct Marketing Email  Colleague or Friend  Other

If other, please specify: .....

A. SPONSORSHIP PACKAGE(S) REQUESTED	COST A\$
1. ....	.....
2. ....	.....
<b>TOTAL A\$:</b>	.....

**B. TRESTLE TABLE REQUESTED**

Please reserve the following trestle table (please tick):

Trestle Table Package  A\$1,800 (ex. GST)

Preferred Table Position (s) (refer to floor plan) ..... **TOTAL A\$:** .....

Please indicate companies you do not wish to be placed near\*: .....

*\*Subject to availability at the time of booking and may be subject to change.*

<b>AMOUNT PAYABLE (TOTAL A plus B)</b>	A\$
50% deposit payable 30 days from date of invoice (Full Payment/Balance due: 18 February 2020) (incl. GST)	A\$



## Sponsorship / Exhibition Booking Form

### CREDIT CARD AUTHORISATION

**Required**

To secure your booking please complete the below credit card authorisation.

The below credit card will only be used to guarantee payment of past due invoices including cancellation fees. We will notify you by email prior to charging the card. However, Arinex is not obligated in any way to extend further terms.

Please note all transactions by credit card will appear on your statement as payment to: *'Conference by Arinex'*

Please charge the total amount above to the following credit card

MasterCard       Visa Card       AMEX

*\*Please note a credit card surcharge may apply for payment processing.*

Credit card number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Expiry Date: \_\_\_\_ / \_\_\_\_

CCV: \_\_\_\_\_

Name on card: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### PAYMENT DETAILS (please tick)

- We wish to pay via EFT. Bank details will be provided by the Exhibition Managers with your tax invoice.
- We wish to pay via the above credit card. A processing fee may apply.
- We wish to pay with a different credit card. (Please note – a separate booking form will be provided for you to include your credit card information)

**Yes, I have read and agree to the booking terms and conditions on the following page.**

Authorised by: \_\_\_\_\_ (please print name)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Please note that your booking will not be processed unless all sections above and on the following pages are completed.

SEE OVER FOR TERMS AND CONDITIONS ►





## Sponsorship / Exhibition Booking Form

### SPONSORSHIP BOOKING TERMS & CONDITIONS

1. Where appropriate, Goods & Services Tax (GST) is applicable to all goods and services offered by the Exhibition Managers and all prices in this document are exclusive of the GST. GST is calculated at the date of publication of this document. The Exhibition Managers reserve the right to vary the quoted prices in accordance with any movements in the legislated rate of the GST.
2. Sponsorship will be allocated only on receipt of a signed Booking Form and Booking Terms & Conditions. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable 30 days from the date of the tax invoice. The balance is due and payable by **18 February 2020**. Applications received after **18 February 2020** must include full payment. Payments for sponsorship of \$5,000 and under will be required to be paid by credit card and will be charged the full amount.
3. All monies are payable in Australian dollars.
4. All monies due and payable must be received by the Exhibition Managers prior to the event. No organisation will be listed as a sponsor in any official conference material until full payment and a booking form have been received by the Exhibition Managers.
5. If sponsorship payment is not received by **18 February 2020** you will receive an email notifying you that the authorised credit card supplied on the booking form will be charged for the remaining unpaid amount.
6. **CANCELLATION POLICY:** In the event of cancellation, a service fee of 50% of total fees applies for cancellations prior to **18 January 2020**. No refunds will be made for cancellations after this date and full payment will be due and payable. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable, and the Exhibition Managers will issue an invoice which will be payable within seven (7) days. After Sponsorship has been confirmed and accepted, a reduction in Sponsorship is considered a cancellation and will be governed by this cancellation policy. All communications regarding cancellation must be made in writing.
7. No sponsor shall assign, sublet or apportion the whole or any part of their sponsorship package except upon prior written consent of the Exhibition Managers.
8. Sponsorship monies will facilitate towards the successful planning and promotion of the Conference in addition to subsidising the cost of management, communication, invited speakers, program and publications. Sponsorship monies are not expended on any entertainment incurred which is incidental to the activities of the Conference.
9. Sponsorship entitlements including organisation logo on the Conference website and other marketing material will be delivered only after receipt of the required deposit or full payment.
10. Sponsors whose agreed entitlements include the right to host an endorsed private function, will do so at their own expense and at a time and date approved by the Exhibition Managers and the Organising Committee.
11. Hosting of private functions in conjunction with the Conference is limited to those Sponsors who have obtained such a right within their Sponsorship entitlements. The purpose of this condition is to avoid conflict between official Conference functions and private functions.
12. The Delegate List may be used by the Sponsor (if entitled) for the purpose of contacting SOTS 2020 Conference delegates only. The list must not be used for the purpose related to future Conferences and shall not be transferred in whole or in part to any third party. The Delegate List may be used for up to a twelve-month period from the start date of the Conference. The inclusion of email addresses is at the discretion of the Conference Managers.
13. You will exercise due care in and around the Conference venue and in all matters related to your sponsorship of the Conference so that no harm is caused.
14. You agree that no promise, warranty or representation has been made to you by the Exhibition Managers regarding any benefit expected or other expectation you may have regarding entry in this Agreement and that you alone bear full responsibility for the sponsorship package chosen by or allocated to you.
15. The Exhibition Managers will have no liability to you of any kind if anything not of their doing happens that you may consider causes you loss or damage of any kind. In the event of cancellation or interruption of the Conference, the Exhibition Managers will have no liability to you other than any refund to which you may be entitled from the Conference venue.
16. Privacy Statement –  
 YES, I consent to my details being shared with suppliers and contractors of the Conference to assist with my participation, being included in participant lists and for the information distribution in respect of other relevant events organised by the Exhibition Managers.  
 NO, I do not consent.

### EXHIBITION BOOKING TERMS & CONDITIONS

1. Where appropriate, Goods & Services Tax (GST) is applicable to all goods and services offered by the Exhibition Managers and all prices in this document are exclusive of the GST. GST is calculated at the date of publication of this document. The Exhibition Managers reserve the right to vary the quoted prices in accordance with any movements in the legislated rate of the GST.
2. Exhibition display tables will be allocated only on receipt of the signed Booking Form and Booking Terms & Conditions. Preferred booth allocation is subject to availability and change. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable 30 days from the date of the tax invoice. The balance is due and payable by **18 February 2020**. Applications received after **18 February 2020** must include full payment. Payments for exhibition of \$2,500 and under will be required to be paid by credit card and will be charged the full amount.



## Sponsorship / Exhibition Booking Form

3. All monies are payable in Australian dollars.
4. All monies due and payable must be received by the Exhibition Managers prior to the event. No exhibitor will be allowed to commence move-in operations or be listed as an exhibitor in the on-site publications until full payment and a signed booking form have been received by the Exhibition Managers.
5. If exhibition payment is not received by **18 February 2020** you will receive an email notifying you that the authorised credit card supplied on the booking form will be charged the remaining unpaid amount.
6. Public and Product Liability insurance to a minimum of A\$20 million must be taken out by each exhibitor at their own expense. A copy of the organisation's public and product liability certificate must be submitted to the Exhibition Managers at the time of submitting the booking form or by no later than **18 February 2020**.
7. **CANCELLATION POLICY:** In the event of cancellation, a service fee of A\$1,000.00 applies per 9 display table booking to cancellations on or before **18 January 2020**. No refunds will be made for cancellations after this date. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable, and the Exhibition Managers will issue an invoice which will be payable within seven (7) days. After space has been confirmed and accepted, a reduction in space is considered a cancellation and will be governed by the above cancellation policy. Reduction in space may result in relocation of exhibit space at the sole discretion of the Exhibition Managers. Any space not claimed and occupied before bump in time may be reassigned without refund. All communications regarding cancellation must be made in writing.
8. The Exhibition Managers reserve the right to rearrange the floor plan and / or relocate any exhibit without notice. The Exhibition Managers will not discount or refund for any facilities not used or required.
9. If the exhibitor intends to install a custom-built stand, the Exhibition Managers must be advised, and such advice must include full details and stand dimensions. This information must be received no later than **18 February 2020**. All display construction requires the approval of the Exhibition Managers and venue management. A pro rata fee will apply if any construction occupies space outside the specified space as indicated on the floor plan.
10. In the use of the exhibition space/booth/display table allocated to you, and at all times in and around the Conference premises, you must:  
(a) exercise due care for the persons, property and premises of others and will be solely liable for any harm to any person, or loss of or damage to property or premises you or your personnel cause by any act or omission, whether or not found negligent; (b) not engage in any allegedly unlawful conduct; and (c) not use or display any material that is alleged to infringe the intellectual property (including any moral rights) of any other person. The Exhibition Managers reserve the right to terminate your use of the exhibition display table allocated to you, without liability to you, and you will be liable for any loss or damage suffered by the Exhibition Managers, if any of these things occur or are threatened by you.
11. No exhibitor shall assign, sublet or apportion the whole or any part of their booked space except upon prior written consent of the Exhibition Managers.
12. The Delegate List may be used by the Exhibitor for the purpose of contacting SOTS 2020 Conference delegates only. The list must not be used for the purpose related to future conferences and shall not be transferred in whole or in part to any third party. The delegate list may be used for up to a twelve-month period from the start date of the Conference.
13. In entering into this agreement, you acknowledge that no promise, warranty or representation has been made to you by the Exhibition Managers other than as contained in this document.
14. You will exercise due care in and around the Conference venue and in all matters related to your sponsorship of the Conference so that no harm is caused.
15. You agree that no promise, warranty or representation has been made to you by the Exhibition Managers regarding any benefit expected or other expectation you may have regarding entry in this Agreement and that you alone bear full responsibility for the display table package chosen by or allocated to you.
16. The Exhibition Managers will have no liability to you of any kind if anything not of their doing happens that you may consider causes you loss or damage of any kind. In the event of cancellation or interruption of the Conference, the Exhibition Managers will have no liability to you other than any refund to which you may be entitled from the Conference venue.
17. Privacy Statement –  
 YES, I consent to my details being shared with suppliers and contractors of the Conference to assist with my participation, being included in participant lists and for the information distribution in respect of other relevant events organised by the Exhibition Managers.  
 NO, I do not consent.