
ANNUAL SCIENTIFIC MEETING 2019

TSB ARENA/SHED 6,
WELLINGTON
27 - 29 NOVEMBER 2019

Sponsorship and Exhibition Prospectus

INVITATION

We are delighted to invite you to be a part of the Gastro2019 Conference to be held in Wellington, New Zealand. The conference will be held on the 27 – 29 November at Shed6/TSB Arena.

Plans are well underway, and we have an enthusiastic organising committee whom are working hard to create an appealing conference programme in all fields of gastroenterology.

We have a great line up of speakers already including international medical experts Prof Charles Bernstein from Canada, A/Prof David Hewitt and Laureate Prof Nicholas Talley from Australia and nursing experts including Dr Ann Framp from Australia and Lydia White from Oxford, UK with more to follow.

We are keen to engage with sponsors and exhibitors to maximise delegate interaction, with carefully planned sessions and refreshment breaks.

We seek your continued support to make the Gastro2019 Conference a success this year, and invite you to contact us directly to discuss how we can accommodate your needs.

We look forward to welcoming you to the Gastro2019 Conference in Wellington.

Ben Griffiths
Convenor
Gastro2019 Organising Committee



Information

Location

Shed 6/TSB Arena
4 Queens Wharf, Te Aro
Wellington

Pack In

Tuesday, 26th November 2019
3.00pm

Pack Out

Friday, 29th November 2019
12.00pm (to be confirmed)

Programme Overview

Wednesday 27th November

Arrival tea & Coffee	0830 - 0945
Lunch	1200 - 1300
Afternoon tea	1500 – 1530
Welcome Function	1700 - 1830

Thursday 28th November

Morning tea	1030 - 1100
Lunch	1200 - 1300
Afternoon tea	1515 - 1545

Friday 29th November

Brunch	1030 – 1115
Exhibitor pack out	12.00pm

Please note: This is a draft overview of the programme only and is subject to change.



Sponsors and Exhibitors

Take this opportunity to show your support for the Gastroenterology community, make connections, develop relationships and provide valuable exposure to your company and its products and services!

Why sponsor?:

- Sponsorship provides an excellent opportunity to promote your name and support your brands, maintaining a high profile among specialists, before, during and after this event.
- Sponsorship provides you with an opportunity to engage with key decision-makers, over three days, under one roof.
- Sponsors will benefit from an interested, relevant and influential audience in an educational / social environment away from the competition of everyday distractions. This may lead to new or increased sales.
- Sponsorship contributes to the promotion, planning and operation of the conference, reducing the overall cost of managing and staging the event and enabling a higher level of participation by the delegates.
- The cost of sponsorship is a legitimate tax deductible expense.

Delegate demographics

The Gastro2018 Conference was held in Dunedin and attracted 368 attendees from around New Zealand.

Wellington

We position Wellington as New Zealand's ultimate urban destination; our capital of cool if you will.

A peaceful walk through native bush or along a golden sand beach can be found just a few minutes from the urban hub of Wellington city. Visitors can relax on the popular waterfront, explore the rugged South Coast, hike through numerous regional parks, picnic in local gardens and enjoy panoramic views of a city hugged by harbour and hill.

Wellington is renowned for its compact size; one of the best and easiest ways to explore the city is on foot. There are many different walks you can take, ranging from an hour to a day.

Gastro2019 Organising Committee

Convenor

Ben Griffiths

Nurse Convenor

Natalie Haydock

Committee

Chris Cederwall
Estella Johns
Rees Cameron

Nurse Committee

Grethel Navales
Lisa Griffiths

Sponsorship Packages

Principal Sponsor

TBC + GST

Sponsorship benefits

- Complimentary stand(s) – (Quantity to be confirmed)
- Complimentary registrations for (tbc), to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner tickets for (tbc)

Exposure

- recognition on the conference website, conference app as the 'Principal Sponsor' (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- opportunity to insert a promotional item in the delegate bags, going directly into the hands of your target market (based on one A4 double sided document, provided by your organisation)
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Platinum Sponsor

TBC + GST

Sponsorship benefits

- Complimentary stand(s) – (Quantity to be confirmed)
- Complimentary registrations for (tbc), to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner tickets for (tbc)

Exposure

- recognition on the conference website, conference app as the 'Platinum Sponsor' (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- opportunity to insert a promotional item in the delegate bags, going directly into the hands of your target market (based on one A4 double sided document, provided by your organisation)
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Gold Sponsor

TBC + GST

Sponsorship benefits

- Complimentary stand(s) – (Quantity to be confirmed)
- Complimentary registrations for (tbc), to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner tickets for (tbc)

Exposure

- recognition on the conference website, conference app as the 'Gold Sponsor' (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- opportunity to insert a promotional item in the delegate bags, going directly into the hands of your target market (based on one A4 double sided document, provided by your organisation)
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Silver Sponsor

\$15,000 + GST

Sponsorship benefits

- Complimentary double stand – Size 6m x 2m x 2.3m
- Complimentary registrations for two, to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner tickets for two

Exposure

- recognition on the conference website, conference app as the 'Silver Sponsor' (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- opportunity to insert a promotional item in the delegate bags, going directly into the hands of your target market (based on one A4 double sided document, provided by your organisation)
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Keynote Speaker - International

\$15,000 + GST

Keynote speakers are the highlight of any meeting. Association with high-calibre presenters will be achieved by the keynote speaker sponsor and recognised by delegates throughout the event. This sponsorship package offers the opportunity to align your brand with keynote speakers attending the conference.

Sponsorship benefits

- Complimentary registrations for two, to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner tickets for two

Exposure

- name association with the keynote speaker's plenary session, including logo on opening session slides
- recognition on the conference website (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Keynote Speaker - National/Australian

\$4,000 + GST

Sponsorship benefits

- Complimentary registrations for one, to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner ticket for one

Exposure

- name association with the keynote speaker's plenary session, including logo on opening session slides
- recognition on the conference website (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Coffee Cart

\$5,000 + GST

Sponsorship benefits

- Complimentary registrations for one, to include, morning and afternoon teas, lunch and the Welcome Function
- Complimentary conference dinner ticket for one

Exposure

- Freestanding banner displayed near the coffee cart for the duration of the conference
- recognition on the conference website (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Conference App

\$4,000 + GST

Technology is evolving rapidly and mobile apps are becoming more and more common at conferences. This provides delegates with up to date session details, speaker information, sponsor profiles and more.

Sponsorship benefits

- one complimentary registration

Exposure

- your organisation's logo featured on the splash screen whenever the app is opened, alongside the conference logo
- recognition on the conference website (linked to your website) and all conference marketing material
- your organisation's logo on the sponsors PowerPoint, acknowledging your support
- sponsor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Delegate information

- delegate list provided of all those attending the conference (excluding those who request privacy)

Exhibition Packages

\$3,800 + GST (3m x 2m)

Package includes

Exhibition benefits

- Partitioned space (3m x 2m)
- Complimentary registrations for one, to include, morning and afternoon teas, lunch and the Welcome Function

Exposure

- recognition on the conference website as an exhibitor and all conference marketing material
- opportunity to insert a promotional item in the delegate bags, going directly into the hands of your target market (based on one A4 double sided document, provided by your organisation)
- exhibitor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

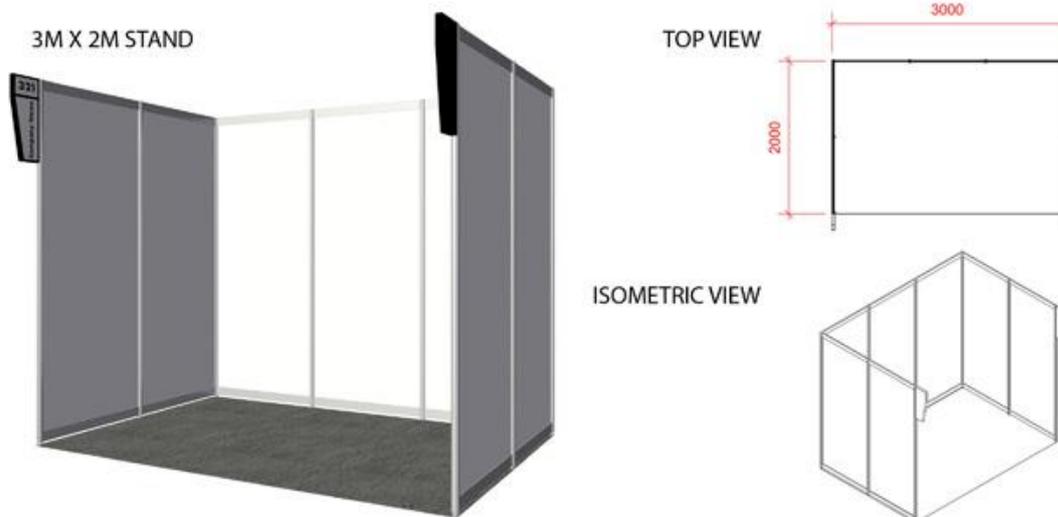


Table Top Display

\$1,000 + GST

Exhibition benefits

- One table top display
- Complimentary registrations for one, to include, morning and afternoon teas, lunch and the Welcome Function

Exposure

- recognition on the conference website as an exhibitor and all conference marketing material
- opportunity to insert a promotional item in the delegate bags, going directly into the hands of your target market (based on one A4 double sided document, provided by your organisation)
- exhibitor listing on the conference website and app, including logo and a 50 word profile of your organisation or products

Additional Exhibition Registrations can be purchased at a later date for \$300.00 + GST per person.

Exhibition allocation process

Location preference within the exhibition is given to sponsors, and then site allocation will be processed in order of receipt of the completed application form.

Allocations will be made from 30 April 2019.

Additional equipment

Any additional equipment required such as display units, shelving, stools, audio visual equipment etc can be ordered through the exhibition build organisation, Exhibition Hire Services

Nicola Ransome

T +64 3 338 4193

E nicola@exhibitionhire.co.nz

Catering

All catering will be held in the exhibition area, including the Welcome Function.

Catering stations have been provisionally placed and may be moved to a different configuration during the Exhibition build or throughout the conference.

Registration

If you are interested in any of our sponsorship packages, or an exhibition stand, please complete the attached form and return to me as soon as possible.

General

If there are no sponsorship or exhibition packages included in this prospectus to suit your company, please do not hesitate to contact us. We are happy to discuss sponsorship on an individual basis and tailor a package to suit your budget.

Cancellation policy

If notification of cancellation of sponsorship packages or exhibition space is received prior to Friday 6 September 2019, you will be refunded less an administration charge of \$150 + GST. After that date no refunds will be made.

The organising committee reserves the right to cancel the conference or exhibition in case of circumstances beyond their control. In such a case all monies paid to date will be refunded in full. The liability of the organisers will be limited to that amount.

FLOOR PLAN:

Please find attached. The floor plan is subject to change.

Additional information

Accommodation

Exhibitors will be able to book accommodation at the conference hotels where competitive room rates have been negotiated during the registration process.

Conference registrations and social function tickets

Sponsorship packages include complimentary conference registrations and dinner tickets, (refer sponsorship packages) Exhibition displays include one complimentary conference registration. Additional registrations may be purchased when registration opens. Conference Dinner tickets can also be purchased during the registration process.

Health and Safety

We take the health and safety of our delegates, exhibitors and suppliers seriously. A manual will be provided to exhibitors closer to the conference. This will provide full details around compliance when packing in your displays and working throughout the conference. **Please note that all electronic equipment plugged in onsite must be tagged and tested.** By agreeing to exhibit at the conference, you agree to adhere to our health and safety policy.

Insurance

It is the responsibility of each exhibitor to ensure that their stand and goods on display are adequately insured for theft and damage. All exhibitors shall insure, indemnify and hold the NZ Society of Gastroenterology or the conference secretariat harmless in respect of all costs, claims, demands and expenses. Exhibitors are responsible for any injury to persons and damage to property on the conference environment caused during the setting up, the operation of and the dismantling and removal of the exhibition.

Internet access

Complimentary wireless internet access is available throughout the venue. Hard wired internet to your display is available if required at an additional cost.

Payment

All prices are in New Zealand dollars and exclude Goods and Services Tax (GST) of 15%. Invoices are payable within one month of invoice, or prior to conference, whichever is earliest.

Acceptance of terms and conditions

By submitting the sponsorship application form you acknowledge and accept the sponsorship terms.

Contact

If you wish to discuss any information outlined in this prospectus please contact us.

Claire Bark
Conference Manager
Conference Innovators Ltd
PO Box 28 084, Remuera, Auckland 1051
E claire@conference.nz
T +64 9 972 2034

SPONSORSHIP AND EXHIBITION APPLICATION FORM

Please forward this form indicating your sponsorship and exhibition request to:

Claire Bark, Conference Innovators Ltd
PO Box 28 084, Remuera, Auckland 1051
E claire@conference.nz
T +64 9 972 2034

Organisation name: _____

Contact person (main): _____

Postal address: _____

City: _____ Postcode: _____

Contact Number: _____ Email: _____

Purchase order number: _____

Sponsorship requests will be allocated on a first in first served basis. Please indicate which opportunity you are interested in:

- | | |
|---|---|
| <input type="checkbox"/> Principal sponsor | <input type="checkbox"/> Conference app sponsor \$4,000 + GST |
| <input type="checkbox"/> Platinum sponsor | <input type="checkbox"/> Coffee cart sponsor \$5,000 + GST |
| <input type="checkbox"/> Gold sponsor | <input type="checkbox"/> Silver sponsor \$15,000 + GST |
| <input type="checkbox"/> Keynote sponsor \$15,000 + GST | <input type="checkbox"/> Keynote sponsor \$4,000 + GST |
| <input type="checkbox"/> Exhibition stand \$3,800 + GST | <input type="checkbox"/> Table display \$1,000 + GST |

Exhibition space will be given preference to sponsors and long term supporters of the conference. Requests may be made in advance by completing below

Quantity: _____

Competitors you would prefer to be located away from:

Please note every attempt will be made to meet your request, however this cannot be guaranteed.

Upon receipt of your application you will receive a confirmation of your sponsorship/exhibition stand request and a contract with invoice (where appropriate).

Acceptance of terms

We apply for sponsorship and/or exhibition space in accordance to the terms and conditions set out in the sponsorship and exhibition prospectus.

By completing this form you have given your consent for us to store your personal data. Your personal data will be retained by Conference Innovators and NZ Society of Gastroenterology for up to 24 months after the conclusion of this conference.

Signature: _____ Date: _____

FLOOR PLAN:

Main delegate entrance is beside stand 48 and stand 1

(please note: this floor plan can be subject to change)

