

# SPONSORSHIP/EXHIBITION PROSPECTUS



FRIDAY 13 & SATURDAY 14 SEPTEMBER 2019  
ASCOT PARK HOTEL - INVERCARGILL





## **Company Invitation to Clinical Nurse Specialist Society New Zealand Conference 2019**

On behalf of the Organising Committee, it is our pleasure to invite you to participate in the Clinical Nurse Specialist Society New Zealand 6<sup>th</sup> Biennial Conference to be held in Invercargill on the 13<sup>th</sup> and 14<sup>th</sup> September 2019.

The conference will focus on the skills Clinical Nurse Specialists (CNSs) need to lead and inspire leadership; and to challenge current nursing practice by building on existing skills and knowledge in the current health environment. We hope to attract any registered nurse who wishes to expand their practice towards a CNS role to attend, as well as those already working in expanded practice roles. Programme and speakers to be confirmed.

Clinical Nurse Specialists are a group of health professionals who, through the development of advanced skills and postgraduate education, are able to offer the health service high quality expertise. In New Zealand and internationally, the Clinical Nurse Specialist (CNS) is recognised as an essential member of the healthcare team contributing to improved patient outcomes (Cumming 2008). There has been a growth in the number of CNSs both in primary and secondary health within New Zealand.

This will be our 6<sup>th</sup> Clinical Nurse Specialist conference. We have been well supported by attendees at our previous conferences with over 100 attendees. We now have a Clinical Nurse Specialist Society with over 100 members. We expect to have a similar number of attendees in 2019 and have ensured our facilities are able to accommodate a larger group if needed. Attendees come from all areas of health and do not need to be employed as a Clinical Nurse Specialist to attend.

## Exhibition and Sponsorship Opportunities

Clinical Nurse Specialist Society Conference 2019, Ascot Park Hotel Invercargill: September 13<sup>th</sup> and 14<sup>th</sup> 2019.

Please note sponsorship will be allocated on a 'first in' basis.

As we are not registered for GST no GST has been allocated

### SPONSORSHIP

#### Gold Sponsorship \$5000 (two (2) packages available)

##### Benefits

- One complimentary exhibition table with first choice of site location.
- Two complimentary full conference registrations to the conference, including social functions.
- Full page advertisement in conference handbook (finished artwork supplied by the sponsor)
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the beginning of all plenary sessions.
- Acknowledgement as a GOLD sponsor in the handbook.
- The opportunity to include promotional material (supplied by the sponsor) in the conference bag (no larger than A4).
- List of conference participants excluding those who have not given permission for name publication
- Free standing pull up signage (supplied by sponsor) to be displayed in conference venue.

#### Silver Sponsorship \$3000 (two (2) packages available)

##### Benefits

- 50% discount on an exhibition table with second choice of site location.
- Two complimentary full conference registrations to the conference, including social functions.
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the beginning of all plenary sessions.
- Acknowledgment as a SILVER sponsor in the handbook.
- The opportunity to include promotional material (supplied by the sponsor) in the conference bag (no larger than A4).
- List of conference participants excluding those who have not given permission for name publication.

#### Bronze Sponsorship \$2000 (3) packages available)

##### Benefits

- 25% discount on an exhibition table with third choice of site location.
- One complimentary full conference registration to the conference, including social functions.
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the beginning of all plenary sessions.
- Acknowledgment as a BRONZE sponsor in the handbook.
- The opportunity to include promotional material (supplied by the sponsor) in the conference bag (no larger

than A4).

- List of conference participants excluding those who have not given permission for name publication.



## **National / International Keynote Speaker Sponsorship \$2500 (One package available)**

### Benefits

- Acknowledgment as the 'Keynote Speaker' sponsor in the handbook.
- 1 single page advertisement in conference handbook (finished artwork supplied by the sponsor).
- One complimentary full conference registrations to the conference, including social functions.
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the beginning of all plenary sessions.
- Acknowledgment by the Session Chairperson as Keynote Speaker sponsor in the Keynote speaker session.
- An opportunity to supply a company banner to be put in place for the duration of the plenary session that keynote speaker is scheduled to speak in.
- The opportunity to include promotional material (supplied by the sponsor) in the conference bag (no larger than A4).
- List of conference participants excluding those who have not given permission for name publication.

## **Conference Printed Material Sponsorship \$1500 (One package available)**

The conference handbook is supplied to all delegates that register for the conference.

### Benefits

- 1 single page advertisement in conference handbook (finished artwork supplied by the sponsor).
- One complimentary full conference registration to the conference, including social functions.
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the beginning of all plenary sessions.
- Acknowledgment as the 'Conference Printed Material' sponsor in the handbook.
- The opportunity to include promotional material (supplied by the sponsor) in the conference bag (no larger than A4).
- List of conference participants excluding those who have not given permission for name publication.

## **Conference Dinner and Entertainment Sponsorship \$2500 (One package available)**

*(Conference Dinner and theme yet to be confirmed by the Organizing Committee – below is proposed outline for this event only)*

The conference dinner is the social highlight for the conference enabling all attending to mix and network in a relaxed atmosphere.

### Benefits

- One complementary full conference registration, including social functions.
- Naming rights to the dinner – that is it will be known as the "COMPANY NAME Conference Dinner".
- Two complementary tickets to the dinner.
- Acknowledgment by the Master (or Mistress) of Ceremonies on the evening as the dinner sponsor.
- An opportunity to supply a company banner to be put in place for the duration of the dinner.
- Acknowledgment as a DINNER sponsor in the handbook, and on the dinner menus and tickets.
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the

beginning of all plenary sessions.

- The opportunity to include promotional material (supplied by the sponsor) in the conference bag (no larger than A4).
- List of conference participants excluding those who have not given permission for name publication.

### **Conference Bag, Pad and Pen Sponsorship \$1000 (One package available)**

All registered delegates receive a conference bag on registration at the conference. Conference bags have a long life of exposure for the sponsor as not only do the delegates use them during the conference but bags are often used after the event in the workplace long after the conference has concluded.

#### **Benefits**

- The sponsor's logo is displayed on the outside of the bag (logo must be supplied by sponsor in a form that can be readily used by the conference organizer to meet this benefit).
- The opportunity to include promotional material (supplied by the sponsor) in the conference bags (no larger than A4 size).
- Note pads/books and pens branded with the sponsor's company logo to go in bags (Note: branded pads/books and pens to be supplied by the sponsor).
- Company Logo displayed on the screen as a rolling loop at the introduction to the conference and at the beginning of all plenary sessions.
- Acknowledgment as the Conference Bag sponsor in the conference handbook.
- List of conference participants excluding those who have not given permission for name publication.

### **Other Sponsorship Opportunities**

If the above sponsorship opportunities and benefits fall outside your company's requirements, and you still wish to support the conference, please do not hesitate to contact the conference organisers. We aim to be flexible and may be able to negotiate an alternative that will better suit your company's needs.

## EXHIBITION OPPORTUNITIES

The exhibition area is in the foyer adjoining the main plenary room and will be the location of the morning and afternoon tea. Trade exhibition area is roomy with the area allowing for up to 10 trade displays as well as room for catering. Delegates will be expected to visit trade during the breaks.

### Exhibition Package \$1000

- Trestle table approximately 2.4m long – covering to be provided by exhibitor
- Acknowledgement as exhibitor in hand book
- The opportunity to include promotional material (supplied by the sponsor, no larger than A4).
- List of conference participants excluding those who have not given permission for name publication.

### Applications for Space

Applications for exhibition space can be made by completing the attached form and should be forwarded with your first and second choice of stands to Kim Snoep and Lisa Henderson (Coordinators of Sponsors and Exhibition). Upon receipt, an exhibition stand will be allocated and written confirmation sent to you.

The organising committee of the Clinical Nurse Specialist Conference 2019 reserve the right to modify the floor plan to accommodate space sales or change as necessary. Due to the limited space for trade the committee is not offering the ability to move/rearrange allocated space due to conflict with similar companies. *Payment must be made on or before the 20<sup>th</sup> of the month following the original invoice. If payment is not received by this date the requested exhibition area allocation may not be available.*

### Set-up Timetable (This is provisional and will be confirmed closer to the event)

Setup is on the morning of Friday 13<sup>th</sup> September from 8am – 10am. All exhibition areas must be set-up fully by the end of this period. Exhibitors are asked not to pack out until after lunch on Saturday 14<sup>th</sup> September 2019.

Setup	Friday 13 <sup>th</sup> September 2019	8 – 10am
Opening hours	As per program schedule	
Breakdown	Saturday 14 <sup>th</sup> September 2019	After lunch

- All exhibitors are required to register for attendance at the conference. Registration form along with accommodation request forms will be sent at a later date after payment has been received. Registration for exhibitors over that indicated in sponsorship opportunities will be charged at delegate rate. For social functions that are not covered by sponsorship allocation, a further charge for the event will be levied e.g. Conference dinner, for each exhibitor wishing to attend.
- Cancellation – if notification of cancellation of the space is received prior to May 31<sup>st</sup> 2019 payment will be refunded less and administration fee of \$50. After that date refunds will be at the discretion of the organising committee.

## General Comments

The Organising Committee of the Clinical Nurse Specialist Society New Zealand Conference 2019 reserves the rights to request display amendments, to accept or refuse any application for stands and to change dates, venue, layout or duration of the conference if exceptional circumstances demand.

All exhibitors shall insure, indemnify, and hold the organizing committee of the Clinical Nurse Specialist Society New Zealand Conference 2019 harmless in respect of all costs, claims demands and expenses. Exhibitors are responsible for any injury to persons and damage to property in the conference environment caused during the setting up, the operation of and the dismantling and removal of the exhibition.

For Further information, to arrange sponsorship or to return this form please contact Kim Snoep or Lisa Henderson:

### Contact Details for

#### **Kim Snoep:**

Phone: 0272206039

E-mail: [kim.snoep@southerndhb.govt.nz](mailto:kim.snoep@southerndhb.govt.nz)

#### **Lisa Henderson**

Phone: 0277068070

Email: [LisaHenderson@hospicesouthland.org.nz](mailto:LisaHenderson@hospicesouthland.org.nz)

#### **Mail:**

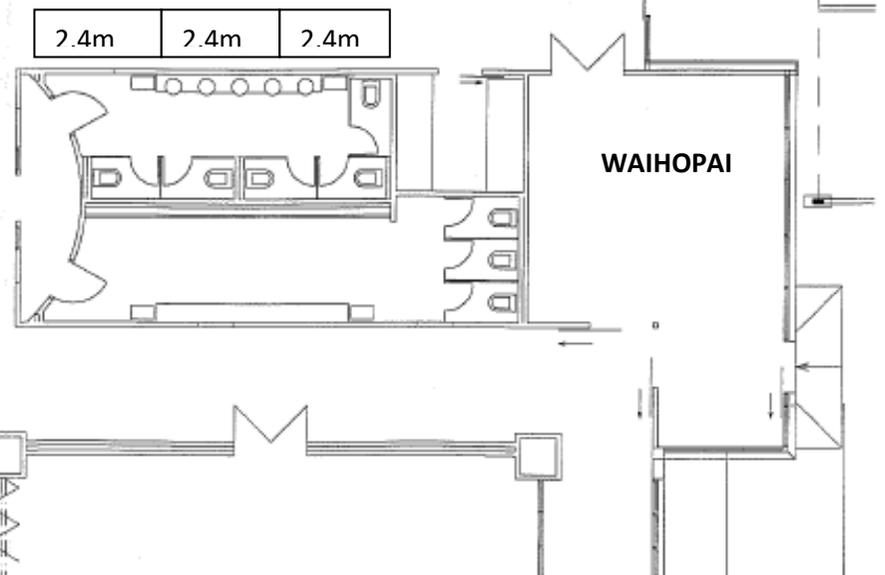
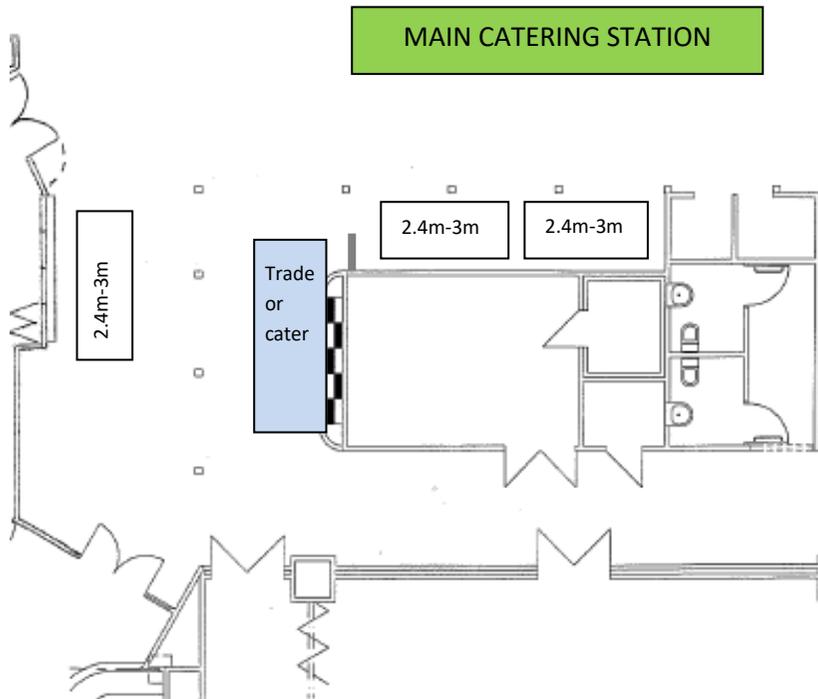
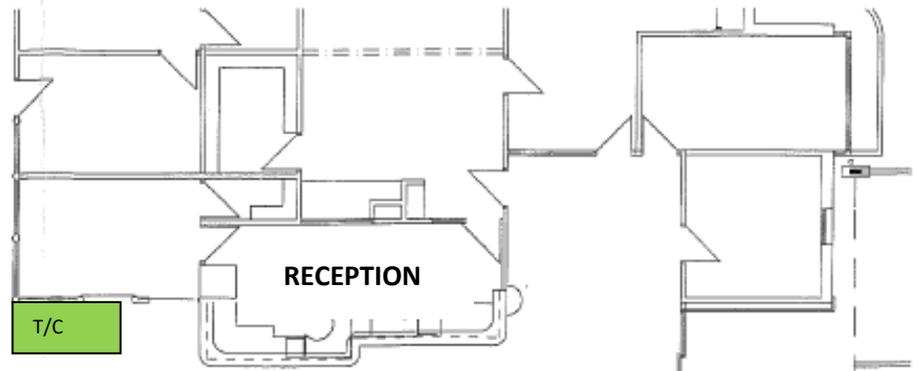
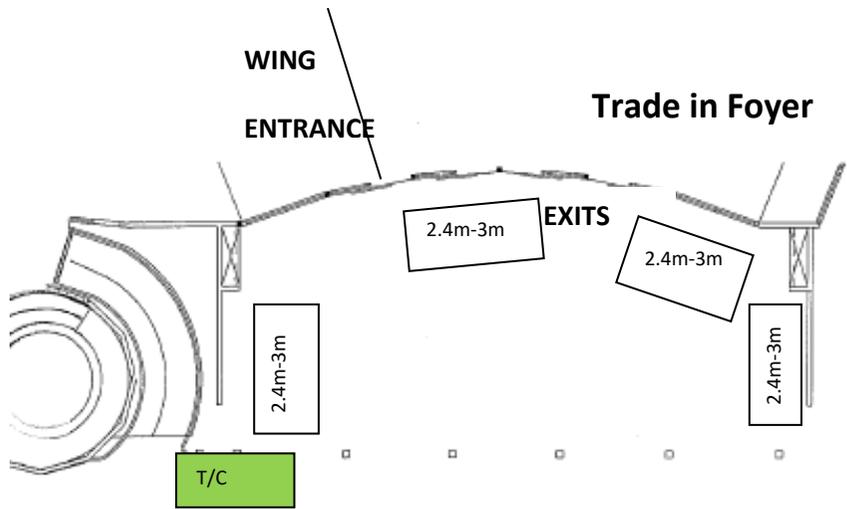
Kim Snoep

C/-Surgical Ward Pod A

Southern DHB

Kew Road

Invercargill



## Sponsorship/Exhibition Application Form

<b>Company Name:</b>			
<b>Contact Name:</b>			
<b>Address:</b>			
<b>City:</b>		<b>Post Code:</b>	
<b>Phone:</b>		<b>Mobile:</b>	
<b>E-Mail:</b>		<b>Fax:</b>	

Sponsorship:		Amount: (all costs are in NZ dollars)	Sub-total
Gold Sponsor (2 available) (includes complementary 1 exhibition space)	Yes we would like to the complimentary 1 exhibition space – <b><i>Please tick</i></b>	\$5000	
Silver Sponsor(2 available) (includes 50% discount on 1 exhibition space)	Yes we would like the 50% discount on 1 exhibition space – <b><i>Please tick</i></b>	\$3000	
Bronze Sponsor (3 available) (includes 25% discount on 1 exhibition space)	Yes we would like the 25% discount on 1 exhibition space – <b><i>Please tick</i></b>	\$2000	
Keynote Sponsor (1 available)		\$2500	
Printed Material Sponsor (1 available)		\$1500	
Conference Dinner Sponsor (1 available)		\$2500	
Welcome Reception Sponsor (1 available)		\$1000	
Conference Bag Sponsor (1 available)		\$1000	

Exhibition	Table Option 1	Table Option 2	Amount	Sub-total
1 table space plus 1 chair			\$1000	

**Total**

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**Payment Options:**

Once confirmed you will receive an invoice for payment.