



Australian Association for the Manual Handling of People.

STAMFORD GRAND GLENELG SOUTH AUSTRALIA

On the beach: 17th & 18th March 2022

EVERY*body***MATTERS**
20TH ANNIVERSARY CONFERENCE

www.aamhp.com.au

Sponsorship Prospectus

AAMHP 9th BIENNIAL CONFERENCE: Celebrating 22 years

INVITATION

The Australian Association for the Manual Handling of People (AAMHP) Workshops and Conference 2022 will be held at The **Stamford Grand Jetty Road, Glenelg** on the **17th and 18th March 2022**. For our 9th biennial get together: “**Everybody Matters**” we invite you to support the promotion and improvement of training and practice in the manual handling of people.

The association is a multidisciplinary group of healthcare and OHS professions aimed at sharing ideas and prompting continuous improvement in the systems, training, equipment, and assistive devices available to safely move and handle people in the health and community services environments. The theme of the 2022 conference, remains “Everybody Matters” and continues to build on these areas and incorporate the following themes:

- Managing the Challenging
- Choice V's Risk
- Design to make a difference
- Sustainability and productivity in the workplace
- Research and Innovations, inclusive of the AAMHP awards.

The Association has always attracted an ever-increasing following from not only within Australia, but also internationally. Our previous conferences have attracted between 200 and 400 delegates from both the public and private health and community sectors, and it is anticipated that this conference will continue to build upon these delegate numbers. **However**, in these unrealistic times due to the pandemic, we have had to cancel the conference twice, but are confident that we can hold the conference and a series of workshops that will go ahead with the country having greater than 80% vaccinations in March 2022. We may not be in the hundreds and sadly international guests and members may not be able to join us. But go ahead we will, no more delays as our members are very keen to have a face to face and play with new and exciting equipment again.

This exciting conference and workshops will present a unique opportunity for people who are concerned about the manual handling of people to hear from experts in the field, update their knowledge and understanding, be exposed to the latest available equipment and to network with others from similar positions/organisations from all over Australia and New Zealand if not international input. The conference committee is working hard to ensure diverse learning opportunities from industry experts, in both plenary and workshop format. The social event planned will provide the perfect arena for networking as well as building contacts and friendships.

In conjunction with the program, we anticipate a trade exhibition to support ongoing innovations and improvements in the safer handling of people in all areas of care: Community, Disability, Aged, Acute and home care. This also includes the scope of educational needs for disabled children, entertainment venues providing services for the disabled and funeral parlours managing Bariatrics.

Following the last 2 conferences we have collated your feedback and hopefully have factored all your comments into the following prospectus, we have listened and value your continued support. The first being no more Sunday bump-ins! And the costs have come down. As the new Conference Event Coordinator of AAMHP, it will be me directly whom can assist and guide you through any queries you may have. So, on that note, the conference organising committee invites your organisation to consider the merits of becoming directly involved in the conference by way of participating as a sponsor and/or exhibitor. The details of the range of ways your organisation can participate are outlined in this prospectus. To ensure a wide variety of marketing objectives are met, we would be happy to discuss with you the options outlined, or any additional avenues of involvement that you would like to propose.

The 2022 conference will create unique opportunities for networking and promotion of business, and we are keen to ensure your participation as a sponsor and/or exhibitor is rewarded.

Kind regards

Pippa Wright, Conference Event Coordinator AAMHP

On behalf of the Executive Team and Organising Committee – AAMHP Conference 2022 SA

WHY SPONSOR AAMHP 2022 WORKSHOPS IN SOUTH AUSTRALIA

The conference brings together a wide range of healthcare and Workplace Health and safety professionals directly involved in the selection, use and promotion of safer handling equipment, assistive devices and services.

- Sponsorship provides an excellent opportunity to promote your name, to support your brands and to maintain a high profile within the industry before, during and after the event.
- Sponsorship provides you with an opportunity to consolidate corporate relationships and expose your staff to their key markets
- Your representatives can mix informally with professionals from around Australia and internationally
- Your company will benefit significantly from exposure to a keenly interested, relevant and above all, influential audience in a diverse educational environment including plenary sessions, workshops and hands-on practical sessions away from the competition of everyday distractions
- The cost of sponsorship is a legitimate tax deductible expense
- The prices quoted in this prospectus are quoted in Australian Dollars and include the Australian Good and Services Tax (GST)
- Early confirmation of your sponsorship will ensure a higher level of exposure. An extensive promotional campaign including advertisements, direct mail campaigns, email broadcasts and web exposure will be implemented in the lead up to AAMHP 2022 and the opportunity exists for your company to be represented as key supporter of the event well in advance.

Maximise your exposure: In addition to the sponsorship and exhibition, the association is keen to ensure participants are kept abreast of changes and improvements with equipment and assistive devices. Your organisation may wish to consider proposing a presentation or workshop from your clinical advisor or providing equipment for practical workshops.

If you would like to discuss any of the following options further, please contact the conference convener, Pippa Wright on 0419483916 or email pippawright@pipspl.com

Sponsorship at a Glance (Quick comparison only includes GST)

Sponsorship Categories	Platinum \$10,000	Gold \$6,000	Silver \$4,000	Bronze \$3,000
Platinum Exhibition Space 9 m x 2 m & <u>choice of exhibition space</u>	Booth included			
Gold Exhibition Space 6 m x 2m		Booth included		
Silver Exhibition space 3 m x 2m			Booth included	
Bronze Exhibition space 3 m x 2m				Table
Naming Rights/Branding of either the conference name badge, delegate satchel, conference function	2 items & 1 function	1 item & 2 lunches	3 Morning teas	
Acknowledgement as a sponsor on the conference website with hyperlink to sponsor website	Logo & Website	Logo & Website	Co Name & Website	Co Name
Verbal acknowledgment at the opening and closing sessions as a sponsor	✓	✓	✓	
Sponsor logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session	✓	✓	✓	✓
Sponsor profile and logo in conference booklet	✓ (400 words)	✓ (300 words)	✓ (200 words)	✓ (100 words)
Advertisement in A4 program handbook	✓ (Full page)	✓ (3/4 page)	✓ (1/2 page)	✓ (1/4 page)
Opportunity to place items of sponsor promotional material in delegate satchel	✓ (2)	✓ (1)	✓ (1)	✓ (1)
Opportunity to display sponsor banner at the conference	✓ (3 banners)	✓ (2 banners)	✓ (1 banner)	
Delegate list provided (subject to privacy laws) at conference	✓	✓	✓	✓
Opportunity to propose a presentation or workshop from your clinical advisor (<i>No sales pitch please</i>)	✓	✓		
Opportunity to provide equipment for practical workshops	✓	✓	✓	✓
Conference Registrations (including attendance at all conference sessions, lunches, morning and afternoon teas) (Note more registrations can be purchased if required at early bird price)	✓ (3 Rego's)	✓ (3 rego's)	✓ (2 rego's)	✓ (1 rego)
Welcome Reception included in your sponsorship registrations	✓ 3 (W)	✓ 3 (W)	✓ 2 W	✓ 1 W

Platinum Sponsor

- **AUD\$10,000**
- **High brand exposure**
- **Exhibition space: 9m x 2m & 3 Full Registrations**

As a Platinum Sponsor, your organisation will benefit from an excellent level of exposure at the AAMHP Conference workshops 2022. Your organisation will enjoy a strong alignment with the conference through the many opportunities for branding and exposure before, during and after the conference.

Entitlements

A choice of two additional sponsor option:

- Branding of Conference Name Badge or Satchel
- Branding of Conference Booklet

Branding of Conference Welcome Function

Impress all delegates, VIPs, speakers, sponsors, exhibitors and media with your hospitality at the welcome reception for the conference. The function is an excellent opportunity to make a strong initial impact and lasting impression on conference delegates. The Gala Welcome function will be held within the Ballrooms amongst the exhibition and is an essential networking opportunity for all attendees.

- Sponsors may provide two (3) freestanding banners which will be positioned at the entrance of the welcome function.

Sponsor Acknowledgement

- Acknowledgment as a Platinum Sponsor on the conference website showing your logo with hyperlink to sponsor website
- Verbal acknowledgment at the opening and closing sessions as Platinum Sponsor
- Sponsorship logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- 400 word sponsor profile and logo in conference booklet
- Full page advertisement in A4 program handbook (sponsor to provide artwork, AAMHP reserve the right to place advertisements in various sections of the handbook at their own discretion)
- Opportunity to place one (1) piece of sponsor promotional material (brochure) in the delegate satchel
- Opportunity to display up to three (3) sponsor banners at the conference
- Delegate list provided (subject to privacy laws) at conference

Maximise your exposure

- Opportunity to propose a presentation or workshop from your clinical advisor, and provide equipment for practical workshops

Exhibition Space

- The exhibition package includes a designated booth (3 x trestle table clothed and skirted (optional), six chairs and three general use power points in an otherwise **(9m x 2m)** vacant space at the venue in a location of your choice (subject to floorplan approvals)
- Please note the exhibition space will be provided as stated above to be filled/decorated at the exhibitor's discretion. The Sponsor/Exhibitor is responsible for providing any other furniture, fittings or equipment for the exhibition space; A listing & price quote can be obtained from Adelaide Expo Hire on request.

The sponsor will receive first priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in June 2022. You will be advised if this becomes available earlier.

Complimentary Registrations

- Three (3) complimentary conference registrations that include attendance at all conference sessions, lunches, morning and afternoon teas
- Three (3) tickets to the Welcome Reception
- (More Tickets & registrations can be purchased at your discretion)

Platinum Sponsor Branding Options

Option 1: Branding of Conference Delegate Name Badge

To gain access to the conference, all delegates are required to wear the official name badge. This is an opportunity to have your organisation logo printed on all name badges alongside the conference logo and gain considerable exposure throughout the conference.

Option 2: Branding of Conference Satchel

Your organisation logo will feature along with the conference logo on the satchel. The bag contains the official conference material distributed to all the delegates, speakers and exhibitors. It provides direct and constant exposure throughout and after the conference, ensuring the brand awareness opportunity continues beyond the conference.

Option 3: Branding of Conference USB Stick

This is the most popular handout at the conference. The official program guide will be available on the conference USB stick and distributed to all delegates. The USB stick will be an essential reference tool, containing program material and sponsors' electronic brochures and will provide attendees with an efficient and convenient method of retrieving important conference. Your logo will be featured on the conference USB.

Option 4: Branding of Conference Smart Phone App *(This item has not yet been selected for the March event, you will be notified if this is considered)*

The ultimate conference resource, delegates will access this mobile site to follow the conference program, take notes, review abstracts and speaker profiles, search for exhibitors through the interactive trade map as well as a whole lot more. This is an opportunity for your organisation logo to feature in the masthead along with the conference logo for maximum exposure during the conference.

** Exposure on the conference materials is determined by paid confirmation of sponsorship prior to print deadlines. To maximise exposure, please confirm your participation by the earliest date possible.*

** Please note that branding options are allocated on a 'first come first served' basis.*

The sponsor will receive priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in Feb 2022.

Gold Sponsor

- AUD\$6,000
- High brand exposure
- Exhibition space 6m x 2m + 3 Full Registrations

As a Gold Sponsor, your organisation will benefit from an excellent level of exposure at the AAMHP Conference 2022. Your organisation will enjoy a strong alignment with the conference through the many opportunities for branding and exposure before, during and after the conference.

Entitlements

Branding of Conference Lunch both days

Impress all delegates, VIPs, speakers, sponsors, exhibitors and media with your hospitality for each day's lunch. This is an excellent opportunity to make a strong initial impact and lasting impression on conference delegates. The lunches will be held onsite at The Stamford Grand and is an essential networking opportunity for all attendees.

- Sponsors may provide two (2) freestanding banners which will be positioned at the entrance to the lunch stations.

A choice of one additional sponsor option:

- Branding of Conference Name Badge or Satchel
- Branding of Conference USB stick

Sponsor Acknowledgement

- Acknowledgment as a Gold Sponsor on the conference website showing your logo with hyperlink to sponsor website
- Verbal acknowledgment at the opening and closing sessions as Gold Sponsor
- Sponsorship logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- 300 word sponsor profile and logo in conference booklet
- A three quarter page advertisement in A4 program handbook (sponsor to provide artwork, AAMHP reserve the right to place advertisements in various sections of the handbook at their own discretion)
- Opportunity to place one (1) piece of sponsor promotional material (brochure) in the delegate satchel
- Opportunity to display two (2) sponsor banners at the conference
- Delegate list provided (subject to privacy laws) at conference

Maximise your exposure

- Opportunity to propose a presentation or workshop from your clinical advisor, and provide equipment for practical workshops

Exhibition Space

- The exhibition package includes 2 x trestle table clothed and skirted, 4 chairs and two general use power point in an otherwise **(6m x 2m)** vacant space at the venue in prime location

- Please note the exhibition space will be provided as stated above to be filled/decorated at the exhibitor's discretion. The Sponsor/Exhibitor is responsible for providing any other furniture, fittings or equipment for the exhibition space. A listing & price quote can be obtained from Adelaide Expo Hire on request.

The sponsor will be given 2nd priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in Feb 2022. You will be advised if this becomes available earlier.

Complimentary Registrations

- Three (3) complimentary conference registrations that include attendance at all conference sessions, lunches, morning and afternoon teas
- Three (3) tickets to the Welcome Reception
- (More registrations /Tickets can be purchased at your discretion)

Gold Sponsor Branding Options

Option 1: Branding of Conference Delegate Name Badge

To gain access to the conference, all delegates are required to wear the official name badge. This is an opportunity to have your organisation logo printed on all name badges alongside the conference logo and gain considerable exposure throughout the conference.

Option 2: Branding of Conference Satchel

Your organisation logo will feature along with the conference logo on the satchel. The bag contains the official conference material distributed to all the delegates, speakers and exhibitors. It provides direct and constant exposure throughout and after the conference, ensuring the brand awareness opportunity continues beyond the conference.

Option3: Branding of Conference USB Stick

This is the most popular handout at the conference. The official program guide will be available on the conference USB stick and distributed to all delegates. The USB stick will be an essential reference tool, containing program material and sponsors' electronic brochures and will provide attendees with an efficient and convenient method of retrieving important conference. Your logo will be featured on the conference USB.

Option 4: Branding of Conference Smart Phone App *(This item has not yet been selected for the March event, you will be notified if this is considered)*

The ultimate conference resource, delegates will access this mobile site to follow the conference program, take notes, review abstracts and speaker profiles, search for exhibitors through the interactive trade map as well as a whole lot more. This is an opportunity for your organisation logo to feature in the masthead along with the conference logo for maximum exposure during the conference.

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

** Please note that branding options are allocated on a 'first come first served' basis.*

The sponsor will receive priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in Feb 2022.

Silver Sponsor

- AUD\$4,000
- Good brand exposure
- Exhibition space 3m x 2m & 2 Full Registrations

As a Silver Sponsor, your organisation will enjoy a strong alignment with the 2022 Conference, through many opportunities for branding and exposure before, during and after the conference.

Entitlements

A choice of one additional sponsor option:

- Branding of the morning and afternoon tea for the full conference day (4 available)

Sponsor Acknowledgement

- Acknowledgment as a Silver Sponsor on the conference website with hyperlink to sponsor website
- Verbal acknowledgment at the opening and closing sessions as Silver Sponsor
- Sponsorship logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- 200 word sponsor profile and logo in conference booklet
- ½ page advertisement in A4 program handbook (sponsor to provide artwork, organisers reserve the right to place advertisements in various sections of the handbook at their own discretion)
- Opportunity to place one (1) piece of sponsor promotional material (brochure) in the delegate satchel
- Opportunity to display one (1) sponsor banner at the conference
- Delegate list provided (subject to privacy laws) at conference

Maximise your exposure

- Opportunity to provide equipment for practical workshops

Exhibition Space

- The exhibition package includes 1 x trestle table clothed and skirted, two chairs and one general use power point in an otherwise **(3m x 2m)** vacant space at the venue in prime location
- Please note the exhibition space will be provided as stated above to be filled/decorated at the exhibitor's discretion. The Sponsor/Exhibitor is responsible for providing any other furniture, fittings or equipment for the exhibition space

The sponsor will receive priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in Feb 2022.

Complimentary Registrations

- Two (2) complimentary conference registrations that include attendance at all conference sessions, lunches, morning and afternoon teas
- Two (2) tickets to the Welcome Reception
- (More registrations/Tickets can be purchased at your discretion)

Silver Sponsor Branding Options

Branding of the Morning and Afternoon tea for one conference day

This is a great opportunity to increase your brand exposure and to network with conference delegates. Sponsors may provide two (2) freestanding banners which will be positioned at the start of each catering station.

** Please note that Branding Options are allocated on a 'first come first served' basis*

The sponsor will receive priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in Feb 2022.

Bronze Sponsor

- **AUD\$3,000 (inc GST)**
- **Brand exposure**
- **Exhibition space 3m x 2m + 1 Full registration**

Sponsor Acknowledgement

- Acknowledgment as a Bronze Sponsor on the conference website with hyperlink to sponsor website
- Sponsorship logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- 100 word sponsor profile and logo in conference booklet
- 1/4 page advertisement in A4 program handbook (sponsor to provide artwork, organisers reserve the right to place advertisements in various sections of the handbook at their own discretion)
- Opportunity to place one (1) piece of sponsor promotional material (brochure) in the delegate satchel
- Delegate list provided (subject to privacy laws)

Maximise your exposure

- Opportunity to supply equipment for practical workshops

Exhibition Space

- The exhibition package includes 1 x trestle table clothed and skirted, two chairs and one general use power point in an otherwise (3m x 2m) vacant space at the venue in prime location
- Please note the exhibition space will be provided as stated above to be filled/decorated at the exhibitor's discretion. The Sponsor/Exhibitor is responsible for providing any other furniture, fittings or equipment for the exhibition space

The sponsor will receive priority in the allocation of location of exhibition space in order of level of participation. Please note that the exhibition floor plan will be available in Feb 2022.

Complimentary Registrations

- One (1) complimentary conference registration that includes attendance at all conference sessions, lunches, morning and afternoon teas
- One (1) ticket to the Welcome Reception
- (More registrations/Tickets can be purchased at your discretion)

Conditions of Payment

Cancellation

After the official booking has been accepted by the AAMHP conference organisers the Sponsor/Exhibitor will not withdraw, cancel, alter or reduce in any way their Agreement. However, the organiser may, in its sole discretion, grant partial refunds to the Sponsor/Exhibitor who gives the conference organiser written notice of their intention to withdraw from the conference as follows:

Months' written notice before start of conference refund

- i. More than 3 months – 70%
- ii. More than 2 months to 3 months – 20%
- iii. 2 months or less – 0%

Any refunds of monies paid will be made after the conference but not later than 30 days post conference. The company will not be entitled to any interest that the organiser may have derived from deposits made by the company. All bank charges, including senders and receiver's charges, resulting from a refund related to cancellation of a sponsorship items will be passed on to the sponsor/exhibitor.

Sponsorship & Exhibition Application Form

Complete and forward payment to: AAMHP Conference 2022, PO Box 1324 Upwey Vic 3158

✉ E: pippawright@pipspl.com

AAMHP ABN: 91 323 570 598

Company Name:			
Contact Person:		Position:	
Address:			
Phone:		Mobile:	
Email:			

All below prices are in Australian dollars and inclusive of GST.

<input type="checkbox"/> Platinum Sponsor \$10,000.00 incl. GST	<input type="checkbox"/> Gold Sponsor \$6,000.00 incl. GST
<input type="checkbox"/> Silver Sponsor \$4,000.00 incl. GST	<input type="checkbox"/> Bronze Sponsor \$3,000.00 incl. GST

Payment Method

☐ **Direct Debit:** BSB: 033 372 Account Number: 574196 (Preferred method of payment) (Apologies Credit card payments not available)

Westpac Ref: Please use your organisation name

☐ **Request a Tax Invoice**

Amount: \$_____ (plus surcharge)

Please forward all payment details to **Pippa Wright** (Conference Convener)
2020 AAMHP Conference Secretariat
PO Box 1324 Upwey 3158
Email: pippawright@pipspl.com

I have read and agree to the below terms and conditions for sponsors and/or exhibitors at the AAMHP Conference & workshops 2022 ☐ **Yes**

Name:		Date:	
Authorised Signature			

Terms and Conditions of Sponsorship and Exhibition
(Sponsorship and Exhibition Application Form - Annexure)

1. Subject to the terms and conditions specified in this document, the persons, company, trust, business, club, association, or other organisation ("Sponsor" or "Exhibitor") specified as the "Sponsor and/or Exhibitor" on the attached or accompanying completed Sponsorship and Exhibition Application Form (the "Form"), hereby offers and applies (by completing and delivering that Form) to the party specified on the Form as the "Host Organisation" and "Event Manager", to participate at the conference, exhibition, event, meeting or function ("Event") described in the Form in either one or both of the following ways:

- a) **as a sponsor** to donate, provide, supply or deliver (when referred as a verb, "Sponsor", or when referred to as a noun, "Sponsorship") to the Host Organisation those moneys, goods, services, prizes or benefits ("Donations") that are specified on the completed Form; and/or
- b) **as an exhibitor** to exhibit, display, show, market, place, conduct or demonstrate ("Exhibit" or, when referred to as a noun, "Exhibition" of) their goods, services, business or benefits ("Presentation") at the Event in, at or upon a stand, trade booth, defined area or other display booth, structure or enclosure ("Booth") located the venue ("Venue") specified on the Form or if not specified then as determined and nominated by the Event Manager is its absolute discretion.

2. The offer and application which is detailed on the Form (and when referred to as a noun, called "Application") by the Sponsor/Exhibitor may be accepted or rejected by the Host Organisation in its absolute discretion, but upon acceptance, it shall constitute a legally binding contract ("Contract") between the Host Organisation and the Sponsor/Exhibitor on the following terms and conditions.

3. The consideration for the Contract shall:

- a) In the case of Sponsor, be the opportunity for Sponsor to participate at or in relation to the Event by potential association with the Host Organisation or with the Event or, without any assurance by Host Organisation about the attendance of any particular persons, with such persons who may attend the Event; and
- b) in the case of Exhibitor, be the opportunity to show, display, make, market, place, conduct or demonstrate the Presentation at the Event or, without any assurance by Host Organisation about the attendance of any particular persons, to persons who might attend the Event or be at the Venue.

4. Host Organisation reserves the right to not accept the Application of the Sponsor/Exhibitor and, in addition to all other legal rights of the Host Organisation, to terminate the Contract at any time if:

- a) the Sponsor/Exhibitor is in breach of the Contract; and
- b) such breach is not remedied promptly and in any case before the start of the Event or, if during the Event, within any period that may be allowed by the Event Manager or Event committee; or
- c) such breach is not capable of being remedied quickly or, in the reasonable opinion of the Host Organisation, without damaging the reputation of or risking loss, damage or injury to the Host Organisation or the owner or operator of the Venue or the Event Manager or to any person or persons attending or likely to attend the Event or at, about or in the Venue.

5. Host Organisation or, at its direction, Event Manager shall notify the Sponsor/Exhibitor by email, facsimile or letter if the Application is accepted or not accepted by Host Organisation.

6. If Sponsor/Exhibitor intends to withdraw the Application before acceptance or, if after acceptance, intends to terminate the Contract, then Sponsor/Exhibitor must give notice in writing of that intention ("Cancellation Notice") to the Conference Host and to the Event Manager by email and by post to their addresses specified on the Form.

7. If the Sponsor/Exhibitor supplies or provides any goods, services or samples to any person then they do so entirely at their own risk and the Sponsor/Exhibitor must indemnify and keep indemnified the Host Organisation and the Event Manager from and against any actions, suits, proceedings, claims, demands, costs, loss and expense, which may arise from the supply or provision by the Sponsor of goods, services or samples to such

persons or in relation to any actions, suits, proceedings, claims or demands by those persons or someone claiming through them.

8. Handbills, brochures, advertisements, leaflets, flyers, and similar printed or mass produced matter that is to be distributed by Sponsor/Exhibitor at the Event must:

- a) be submitted before the Event to the Event Manager for the consideration and approval of the Host Organisation; and
- b) not be distributed without the prior approval of the Host Organisation.

9. All photographic rights in relation to the Event and persons attending the Event shall be the property of the Host Organisation.

10. Event Manager may refuse any person or persons entry to the Event including any person or delegate who has paid to enter or attend the Event if the Event Manager has reasonable grounds to do so.

11. Sponsor/Exhibitor must ensure that all passes to the Event or any part of the Event, which is supplied for specific staff of the Sponsor/Exhibitor must not be used by any other persons whatsoever.

12. Sponsor/Exhibitor must not bring or permit to be brought to the Event or in or about the Venue, any dangerous thing without the prior written approval of the Host Organisation and the operator and owner of the Venue.

13. The rights, obligations, benefits and liabilities under this Contract cannot be assigned or transferred by Sponsor/Exhibitor without the Host Organisation's prior written approval.

14. If the holding of the Event or any part thereof or the supply of any services in relation to the Event is prevented, delayed or abandoned because of any storm, tempest, flood, or other inclement weather event, strike, riot, war, trade disputes, restraint or order of any government agency, or other causes not within the control of the Host Organisation then the Host Organisation will not be held liable for any loss, cost, claim, damage or action suffered by, incurred or against Sponsor/Exhibitor as a consequent of such prevention, delay or abandonment.

15. Sponsor/Exhibitors consent to their contact details being shared by and with the Event Manager, the suppliers and contractors of the Event and the Host Organisation to assist with the Event.

16. The Host Organisation, acting by and through the Event Manager, may without limitation:

- a) take such precautions as they deem necessary for the health, safety, protection and security of persons and property in relation to the Event or that may be at or about the Event and the Sponsor/Exhibitor must comply with all reasonable directions and requests in that regard from or by the Event Manager from time to time; and
- b) contract, engage, permit, allow or encourage such other persons, company, trust, business, club, association, or other organisation to use or exhibit at the Venue during the Event or to sponsor, market, attend, present, speak, promote or advertise their business, profession, activities, benefits or goods or services at the Event as the Host Organisation may in its absolute discretion deem fit;
- c) PROVIDED that such action or decision by the Host Organisation or Event Manager pursuant to this provision shall not be malicious and must be in good faith and not intended to deny or remove the benefit of the Sponsorship or, as the case may be, the Booth or the consideration for the Sponsor/Exhibitor entering into this Contract.

17. The program and speakers for the event may change at any time and will appear on the website for the event, the address for which is shown in this document. The Event Manager and the Host Organisation do not accept responsibility for any changes to the program, speakers or attendances for the event. The parties accept and acknowledge that the sponsorship will not be used for any entertainment expenditure incurred of the Host Organisation. On this basis, all sponsorship monies should be tax deductible. Sponsor applications will be accepted in order and payment of the sponsorship application form.

Sponsor Specific Conditions

18. Sponsor must donate, provide, supply or deliver the Sponsorship to the Host Organisation in accordance with any specified time periods and any special terms and conditions as may be on the Form, but failing the specification of such time periods or special terms and conditions being on the Form, then forthwith upon acceptance of the Sponsorship Application by either the Host Organisation or Event Manager.

19. If Host Organisation does not accept the Application, it will refund or cause a refund to Sponsor of any cash or monetary Sponsorship that is paid to the Host Organisation or its representative Event Manager.

20. Donations will not be refunded to Sponsor if a Cancellation Notice from Sponsor is not received by the Host Organisation and the Event Manager on or before the earlier of:

- a) the date specified on the Form ("Cancellation Deadline"); or, failing such date being specified on the Form:
- b) the date that is 1 month after the date that the Application is provided to the Host Organisation or the Event Manager.

21. In the event that a Cancellation Notice is received and complies with Clause 20 then the Host Organisation will refund to the Sponsor the amount of any cash or monetary Donations less 25% of that amount to cover the administration, advertising and lost opportunity costs of the Host Organisation or the Event Manager.

22. Where advertising in publications for the Event or by the Host Organisation or Event Manager is included as part of a Sponsorship package specified on the Form, then:

- a) the cost of that advertising will be borne by the Sponsor;
- b) the Cost of that advertising will be addition to and not replace any existing advertising agreements between the Sponsor and the Host Organisation; and
- c) the timing and placement of such advertising will be subject to further agreement between the Sponsor and the Host Organisation, but failing agreement at such times and placed in such material or medium as reasonably determined by the Event Manager.

Exhibitor Specific Conditions:

23. The Host Organisation, acting by and through the Event Manager, may without limitation at any time, before or during the Event, alter the size, shape, location or position of or lighting or other services to the Exhibitor's Booth within the Venue, provide that is in the best interests of the Event or required by the owner or operator of the Venue, PROVIDED that any such action or decision by the Host Organisation or Event Manager pursuant to this provision shall not be malicious and must be in good faith and not intended to deny or remove the benefit of the Booth or consideration for the Exhibitor entering into the Contract.

24. Exhibitor must:

- a) Not use any part of the Venue other than the Booth designated by the Event Manager from time to time for any other purpose than the permitted use of the Exhibition and Presentation;
- b) Not permit or allow the Exhibit, Exhibition or Presentation or any act or omission of any person under the control or direction of the Exhibitor at the Venue or the Event to be:
 - i. nuisance or annoyance to the Host Organisation or any other exhibitor or person at the Event or to the owner or operator of the Venue;
 - ii. a risk to the safety or health of any person; or
 - iii. a risk of damage to any property.
- c) effect and maintain throughout the Event and during such period as any of the Exhibitor's invitees, employees, agents or contractors may be in or about the Venue, a third party public liability insurance policy to cover the Host Organisation and the Event Manager to the value of \$10,000,000 from a reputable licenced insurer and provide proof of currency of such policy to the Event Manager or Host Organisation forthwith upon their request;
- d) not erect any sign, display or obstruction which intrudes into, blocks or obstructs any passageway or any adjoining area or space occupied to be occupied by another exhibitor or space reserved at the Venue by the Event Manager for purposes other than the permitted use of the Exhibition and Presentation;
- e) not damage the walls, floors, ceilings or any other surface of the Booth or the Venue;
- f) not dismantle or remove the Exhibitor's Exhibits from the Booth before the published closing time for the Event;
- g) not damage of any exhibit or other property of the Venue owner or operator or of any other exhibitor or of the Host Organisation or Event Manager;
- h) comply with all reasonable requirements and directions of the Event Managers in relation to all aspect and matters concerning

the Booth, Exhibit, Presentation and Exhibition as well as the conduct and attendances of the Exhibitors staff in or about the Booth or the Event generally;

- i) comply with requirements of the all government and lawful authorities including but without limitation officers from any Federal State or Local fire, emergency, police, health, defence, security or other authority or agency; and
- j) indemnify and keep indemnified the Host Organisation and the Event Manager for all costs, losses, damages and compensation incurred, paid or for which either of them may be liable as a result of a breach of any of the above obligations by the Exhibitor or their employees, invitees, agents and contractors;
- k) ensure that their Booth ready for Presentation to commence by the time specified by the Host Organisation, acting through the Event Manager, and in any case, no later than the time of opening or commencement of the Event.
- l) keep their Booth open to view and properly staffed by competent and respectable representatives;
- m) maintain their Booth in a clean and tidy condition at all times during the Event;
- n) conduct business only from their Booth;
- o) keep passageways in front of their Booth free from obstruction;
- p) not operate any type of machinery or equipment at a sound level, which in the Event Manager's reasonable opinion, is likely to cause nuisance or annoyance to the Venue operator, other sponsors, invitee or person likely to be or actually attending the Event.
- q) not do anything which, in the reasonable opinion of the Event Manager, may bring discredit upon the Event or the Host Organisation.
- r) Arrange at their own cost the transport of all goods and materials for Exhibits to and from the Booth and the security for the Booth and the Exhibitor's property in the Booth before, during and after the Event.