



**SPONSORSHIP &  
EXHIBITION  
PROSPECTUS**

**21ST ANNUAL SCIENTIFIC MEETING  
THE AUSTRALASIAN COLLEGE  
OF PHLEBOLOGY  
PULLMAN HOTEL AUCKLAND**



**ACP2020**

AUCKLAND NEW ZEALAND  
2 - 5 MAY 2020

# INVITATION

Dear Colleagues and Friends,

It is my pleasure to invite you to Auckland, New Zealand for the 21st Annual Scientific Meeting (ASM) of the Australasian College of Phlebology (ACP).



Following on from our successful meeting in Cairns in 2019 you can expect to see our courses, keynote lectures, original papers, panel discussions and our popular Hands-on Training sessions (HOTS).

As past delegates have come to expect the ASM will offer a great social program including a wonderful Welcome Reception where you can catch up with colleagues in a relaxed setting prior to the conference, and the glamorous Award Ceremony and Gala Dinner, where you don't know what surprises to expect.

I look forward to your participation in the Annual Scientific Meeting and seeing you all in Auckland.

Dr Adrian Lim  
President  
Australasian College of Phlebology

The Australasian College of Phlebology  
Level 5, 7 Help Street,  
Chatswood, NSW 2067  
T: + 61 2 9386 1811  
E: events@phlebology.com.au

## **EXECUTIVE BOARD**

President: Dr Adrian Lim  
President Elect: Dr Simon Thibault  
Immediate Past President: A/Prof. Kurosh Parsi  
Treasurer: Dr Paul Thibault  
Dr Stephen Benson  
Dr Ivor Berman  
Dr David Connor  
Dr Paul Hannah  
Dr David Huber  
Dr Chris Lekich  
Dr Peter Paraskevas  
Prof. Neil Piller  
Dr Stefania Roberts

## **ACADEMIC BOARD**

Chancellor: Prof. Andre van Rij  
Emeritus Chancellor: Prof. Ken Myers  
Deputy Chancellor: Prof. Lourens Bester

## **ASM CONVENER**

David Connor

## **EXECUTIVE MANAGER**

Zivka Nicholls

## **SPONSORSHIP & EXHIBITION**

Sue Sommers

# LOCATION

## AUCKLAND

Rated as the third most liveable city in the world, Auckland is an exhilarating mix of natural wonders and urban adventures. Add a sunny climate, a background rhythm of Polynesian culture and a passion for outstanding food, wine and shopping, and you're beginning to get the picture of Auckland, New Zealand, our largest and most diverse city.

Auckland is one of the few cities in the world to have harbours on two separate bodies of water. The central part of the urban area of Auckland covers a narrow isthmus between the Manukau Harbour on the Tasman Sea, and the Waitemata Harbour on the Pacific Ocean.

## GETTING THERE

### By Air

Travel to Auckland is simple with several domestic and international flights arriving daily. The airport is conveniently located just 30 minutes from the City.

### Airport Transfers

Super Shuttle and SkyBus operate from the airport to the City. A Single journey is approx. \$35.

### Taxis

Taxis are readily available on arrival at the airport and the cost to The Pullman is approx. \$70-\$80.

### Car Rental

Renting a car is a great way to get around and explore the many great destinations that are just a few hours drive away. All major car rental companies are located in the airport terminal.

## WEATHER

Long, sunny but cool days tend to linger long into New Zealand's autumn with average high temperatures of between 15C and 18C. in May. Nights can be cooler around 11C so pack your warm clothes!



# VENUE

## PULLMAN HOTEL AUCKLAND

This 5-star, hotel is situated in the heart of the city opposite the historic Albert Park.

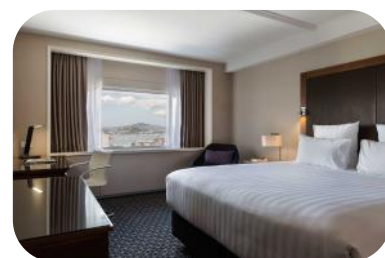
Enjoy the comfort of Pullman Auckland's 340 spacious hotel rooms, the exclusivity of an executive lounge, chic residential suites, 16 function rooms, a restaurant and bar with contemporary cuisine using fresh and local produce and a Spa with the perfect ambiance to recharge your energies after a long day of exploring. Located only a short walk to Britomart and the city's most famous address, Queen Street, where you can find a variety of shopping outlets such as Louis Vuitton, Prada and Gucci. Away from the city's hustle and bustle but still close enough to walk down the road to experience Auckland's unique charm.

### Spa & Fit Lounge

Spa at the Pullman is the perfect escape to take respite from the norm and reconnect with your inner source of vitality. An urban oasis our facilities include an expansive sun terrace, 25-meter heated indoor lap pool, sauna, steam room, spa pool and cutting-edge fitness facilities, six spa treatment rooms, a chill zone and private lounge for group bookings.

## ACCOMMODATION

Enjoy well-appointed rooms, tastefully decorated in an elegant European style with modern amenities that are ideal for both business and leisure travelers alike. All rooms feature thoughtful touches like bathrobes and slippers, along with conveniences such as refrigerators and coffee makers. Free WiFi and 24-hour room service are standard, as are flat-screen TVs with satellite channels.



# PROGRAM AT A GLANCE

	Saturday 2nd May	Sunday 3rd May	Monday 4th May	Tuesday 5th May
0900				
0930	Course	Scientific Sessions	Scientific Sessions	Scientific Sessions
1000				
1030	Morning Tea			
1100				
1130	Course	Scientific Sessions	Scientific Sessions	Scientific Sessions
1200				
1230	Lunch			
1300				
1330				
1400	Course	Scientific Sessions	Hands-on Training Session	Scientific Sessions
1430				
1500	Afternoon Tea			
1530				
1600	Course	Scientific Sessions	Hands-on Training Session	Scientific Sessions
1630		Poster Session		
1700		Masterclass		
1730				
1800	Welcome Reception	Free Evening	Conferring Ceremony and Gala Dinner	Invited Speakers Dinner (by invitation)
Registration	0830-1800	0830-1800	0830-1800	0830-1800
Exhibition		1000-1600	1000-1400	1000-1600
Speaker Room		0800-1800	0800-1800	0800-1600

\* Program subject to change



# SPONSORSHIP PACKAGES

A variety of sponsorship packages are being offered for organisations to value add to their experience and exposure to our delegates. We are more than happy to discuss alternative sponsorship options to those detailed so we can tailor a package to fit in with your organisation's objectives and budget.

Please contact Sue Sommers to discuss Sponsorship and Exhibition opportunities on +61 2 9386 1811 or email [events@phlebology.com.au](mailto:events@phlebology.com.au)

## MAJOR SPONSOR \$20,000

As a major sponsor of ACP 2020 you will maximise your visibility to key industry leaders and delegates as a major partner of the Annual Scientific Meeting. Our marketing will ensure that your support is featured on our website and in print prior to the ASM, including prominent logo positioning on our website, email marketing campaigns, advertising in the Conference Handbook and the opportunity to sponsor one of the main social events.

## INCLUSIONS

- Choice of Social Function (if first major sponsor booked)
- HOTS Station
- Premium Exhibition Stand in a preferred position
- 4 x Email Marketing Campaigns
- Logo on website
- 2 x Satchel Inserts
- Logo displayed in print & web materials
- Delegate List
- 2 x A4 Ads (or double page spread) in the ASM Handbook
- 4 x Complimentary registrations including Welcome Reception and Gala Dinner
- Acknowledgment as an ASM Partner

We can tailor your partnership with us to ensure you gain the most suitable exposure for your organisation during the conference. To further discuss please contact Sue Sommers on +61 2 9386 1811 or email [events@phlebology.com.au](mailto:events@phlebology.com.au)



# SPONSORSHIP PACKAGES

## WELCOME RECEPTION SPONSOR \$6,600

This event is the first opportunity for delegates to connect at the ASM. This is one of only few opportunities to address delegates at the ASM. Note this is on reserve for a Major Partner until October 2019. Includes:

- Acknowledgement as the Welcome Reception sponsor on all print and website materials
- Opportunity for company representative to briefly address guests (5 minutes)
- Pop-up banners displayed during the Welcome Reception (up to 4)
- 6 complimentary tickets to the Welcome Reception
- 1 Full page advertisement in Conference Handbook
- Logo included on printed guest tickets
- Opportunity to distribute promo material during function
- Opportunity to include entertainment/feature (additional cost)

## AWARD CEREMONY/GALA DINNER SPONSOR \$6,600

This event is always a highlight for delegates. This is one of only few opportunities to address delegates at the ASM. Note this is on reserve for a Major Partner until October 2019. Includes:

- Acknowledgement as the Gala Dinner Sponsor on all print and website materials
- Opportunity for company representative to address guests (5 minutes)
- Pop-up banners displayed during the Gala Dinner (up to 4)
- 6 complimentary tickets to the Gala Dinner
- 1 full page advertisement in the Conference Handbook
- Logo included on printed guest tickets OR menus
- Opportunity to distribute promo material during function
- Opportunity to include entertainment/feature (additional cost)



# SPONSORSHIP

## ENTERTAINMENT SPONSOR

We offer the opportunity for sponsors to add their own flavour of entertainment which will be associated with their brand for the function (although this will have to suit the theme of the evening). You simply have to cover the cost of the entertainment.

If there are ideas you may have to add an entertaining feature to the program we are more than happy to discuss this further to see if it would be suitable for the event. Please call us to discuss entertainment sponsorship further on +61 2 9386 1811.

## BREAKFAST SESSION \$2,200

Have exclusive exposure to a group of delegates over breakfast where you will be able to demonstrate your product with a captive audience prior to the first session of the day. We will advertise the session to all registered delegates and provide the room you will simply need to organise and pay for catering with the venue. Includes:

- Allocated morning session prior to program start.
- Room hire
- Branding
- Promotion to delegates

## SACHEL SPONSOR \$3,300

Have your logo seen by all delegates by having it printed on the front of the conference satchel. Includes:

- Company logo printed on front of conference satchel
- Satchel inserts

## HANDS ON TRAINING SESSION \$2,000

Opportunity to run small hands on training sessions over a 90 minute session. Each station will have a maximum of 10 delegates rotating every 20 minutes. Includes:

- Delegate list post conference
- Screen, whiteboard and trestle table provided





# SPONSORSHIP

## **POCKET PROGRAM \$3,300**

The Pocket Program is the guide to the ASM for all attendees, so your profile will be seen continuously throughout the ASM with your logo printed on the program. Includes:

- Logo displayed on the front and back of the Pocket Program

## **NAME BADGES \$2,200**

Each delegate will be issued a name badge printed with your logo. Your logo will be visible on every delegate at the ASM and be seen whenever a delegate looks at a name badge. Includes:

- Company logo printed on all delegate name badges

## **CONFERENCE HANDBOOK ADVERTISEMENT \$1,100**

Market your company and/or product with a full A4 page advertisement in the conference handbook. Includes:

- 1 Full page Advertisement in conference handbook

## **SATCHEL INSERTS \$1,100**

Opportunity to provide an insert, delegate gift or promotional item in the congress satchel (insert item/ gift is subject to organiser approval). Includes:

- 1 insert up to A4 size brochure (company to provide insert)

## **WIFI SPONSOR \$2,200**

Your company will be promoted to the full conference delegation through the *WiFi* login portal. Help delegates stay connected by *sponsoring* the *WiFi* connection. Includes:

## **HOTEL KEYCARDS \$2,200**

Opportunity to have your logo on the hotel keycards during the conference. Includes:

- Printed keycards with your logo/design for all delegates.



# EXHIBITION

## STANDARD BOOTH (BOOTHS 1 - 13)

<b>Size</b>	<b>2m x 3m</b>
<b>Early bird*</b>	<b>\$5,000.00</b>
<b>Standard</b>	<b>\$5,500.00</b>

## PREMIUM BOOTH (BOOTHS 14 - 16)

<b>Size</b>	<b>3m x 4m</b>
<b>Early bird*</b>	<b>\$8,000.00</b>
<b>Standard</b>	<b>\$8,800.00</b>

\*bookings made prior to the 30 September 2019

Exhibitors can mingle with conference delegates during morning tea, lunch and afternoon tea breaks as meals are served in a centralised networking area to maximise exposure to delegates. As an exhibitor, your organisation will receive a high level of exposure and recognition through the following entitlements.

## INCLUSIONS

- 1 x Exhibition booth
- 1 x trestle table
- 1 x Standard chair
- 1 x Company Name on Fascia Board (Max 25 characters)
- 2 x 60w spotlights
- 1 x 4amp power board (4 outlets)
- Delegate List
- Acknowledgement of company participation on all conference print and web materials
- Two complimentary registrations to include the Welcome Reception & Awards Ceremony/Gala Dinner

## CUSTOM STANDS

Exhibitors wishing to arrange for the construction of custom-built stands must advise the Conference Organiser and supply full details of the stand design and chosen contractor and obtain approval of the design prior to build.



# EXHIBITION

## EXHIBITOR'S INFORMATION

Please check the 'Sponsors & Exhibitors' section on the website for important details, including:

- List of confirmed exhibitors
- Current booth allocations and floor plans
- Bump-in times
- Bump-out times
- Delivery Instructions
- Registration Forms
- Contact details of exhibition equipment supplier
- Deadlines for supply of logos, company profiles and advertising material

## ALLOCATION OF SPONSORSHIP PACKAGES AND EXHIBITION SITES

Sponsorship packages will be allocated on receipt of a signed booking form and deposit payment. The Committee will allocate site positions after taking into account each organisation's sponsorship, the date of booking, preferences, proximity to competitors and other relevant matters. The Committee reserves the right to alter the Exhibition Floor Plan at any time.

## EXHIBITOR SIGNAGE

All signage prices other than standard fascia signs would be based on size, style and quantity requirements quoted by the supplier, and are to be paid by the exhibitor.

## EXHIBITION/SPONSORSHIP APPLICATION

Applications for exhibition/sponsorship participation can be made on the enclosed form. Upon receipt of your registration form, a tax invoice will be forwarded confirming your participation. All space is allocated on a first in first served basis with preference to Premier, Major and Supporting Partners.



# EXHIBITION

## FURNITURE & UPGRADES

Displayways Auckland are our suppliers and are able to offer a full support service to all exhibitors requiring furniture, flooring, signage, AV, upgrade stands, custom stands or prop hire. Please contact Displayways to discuss your needs.

E: [h.eason@displayways.co.nz](mailto:h.eason@displayways.co.nz)

P: +64 9 574 6574

W: [www.displayways.co.nz](http://www.displayways.co.nz)

## CATERING

All catering will be held amongst the trade/exhibition display areas. The organisers will work with the catering company to ensure all positions receive the best possible exposure with delegates. All exhibitors will be catered for at least 15 minutes prior to the scheduled catering breaks.

## INTERNET ACCESS

Wi-Fi internet will be available in the conference areas for conference delegates and exhibitors.

## REGISTRATION AND ACCOMMODATION

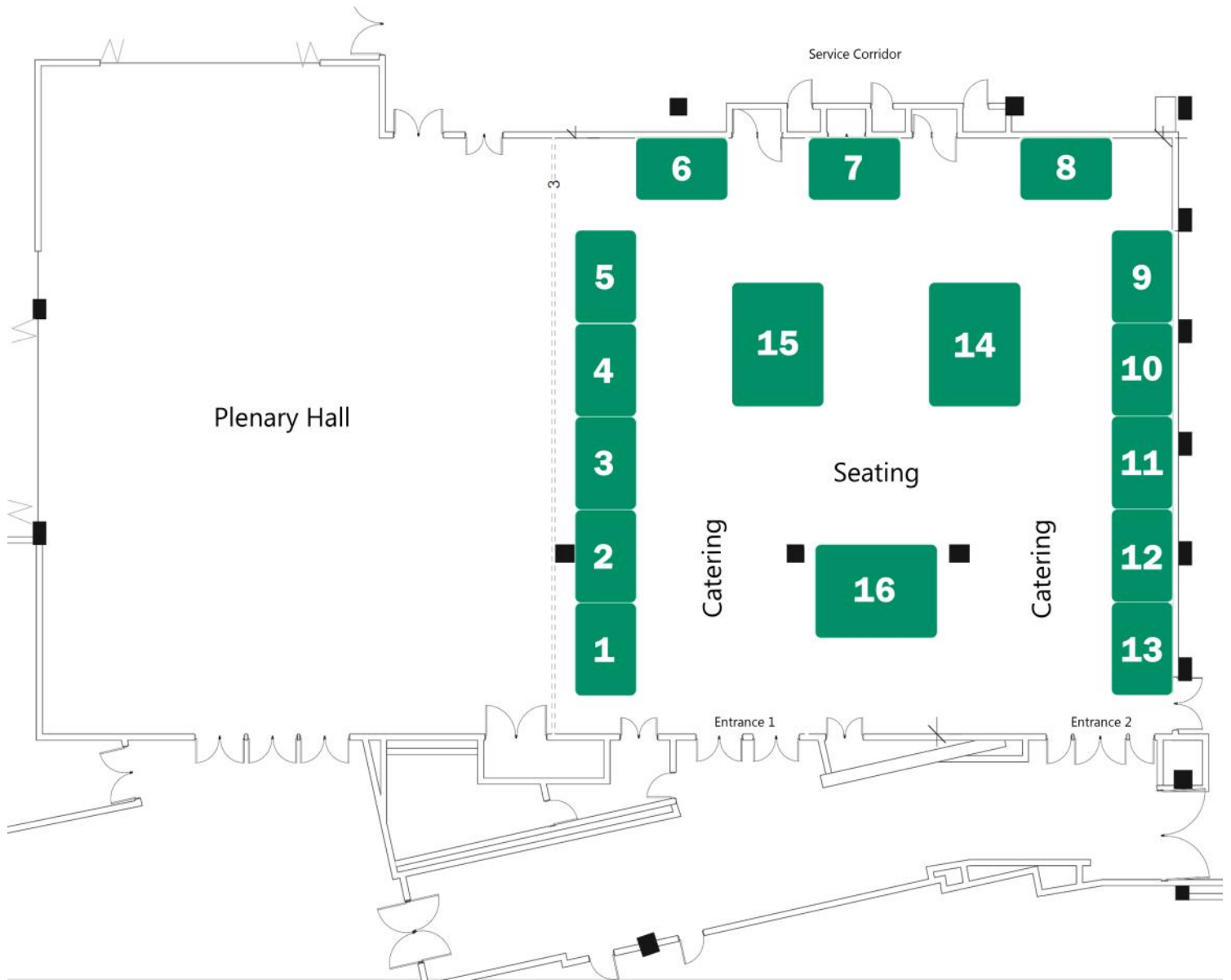
All attending company representatives must be registered for the meeting, including complimentary registrations. Group discounted rates have been negotiated with The Pullman Hotel Auckland. You must book your accommodation through the accommodation booking website to receive the discounted rate.

## CONDITIONS

- All costs are in AUD including GST
- All additional signage should be pop-up banners unless confirmed with the conference organiser
- Satchel inserts must be approved by the conference organiser
- Each company representative attending the ASM must pre-register
- The delegate list will be supplied in hardcopy at the time of the ASM



# EXHIBITION FLOOR PLAN



\*Floorplan is subject to change



# BOOKING FORM

## GENERAL BOOKING CONDITIONS

- All sponsorship and exhibition bookings are to be received by 30 November 2019.
- By completing the application form you accept these terms and conditions.
- Details may change without notice.
- Sponsorship and exhibition applications and advertising requests are considered in order of receipt of application form.
- Bookings will not be confirmed until the completed registration form has been returned and the 50% deposit paid. The remainder of the total amount due is payable by the 30 November 2019.
- You will not receive any sponsorship or exhibition entitlements, including allocation of booth location (allocated in order of sponsorship/exhibition level) until all monies have been paid.
- All prices are quoted in Australian dollars and include GST.

## IF YOU NEED TO CANCEL

- You must notify us in writing if you need to cancel.
- Cancellations received three months prior to the ASM will be refunded less a 50% cancellation fee. Cancellations made after this date will not be refunded.
- Your non-payment does not cancel your contractual obligations to us.
- No exhibitor shall occupy allocated space until all monies owing to ACP by the exhibitor are paid in full.

## IN THE UNLIKELY CASE THAT THE EVENT CANCELS

- In the event that the event is cancelled or delayed through no fault of ACP including but not limited to fire, flood, labour disputes, natural disasters, acts of god, civil disorders, riots, work stoppages, slowdowns or disputes, or other similar events then the exhibitor/sponsor shall not be entitled to any refund or to claim for any loss or damage.

## EXHIBITION STAFF

- All exhibition staff must be registered using the relevant form i.e. complimentary exhibitor registration, or by purchasing additional exhibition staff registrations.
- Exhibitors are responsible for ensuring all staff have been registered prior to the commencement of the event.

## HOURS

- ACP shall determine the hours during which the exhibition shall be open and hours of access for exhibitors including any variations of such times as shall be necessary.



# ACP 21<sup>ST</sup> ANNUAL SCIENTIFIC MEETING 2 – 5 MAY 2020

## SPONSORSHIP AND EXHIBITION BOOKING FORM

COMPANY INFORMATION	
COMPANY	
CONTACT NAME	
MOBILE PHONE	
BUSINESS PHONE	
EMAIL	
ADDRESS	

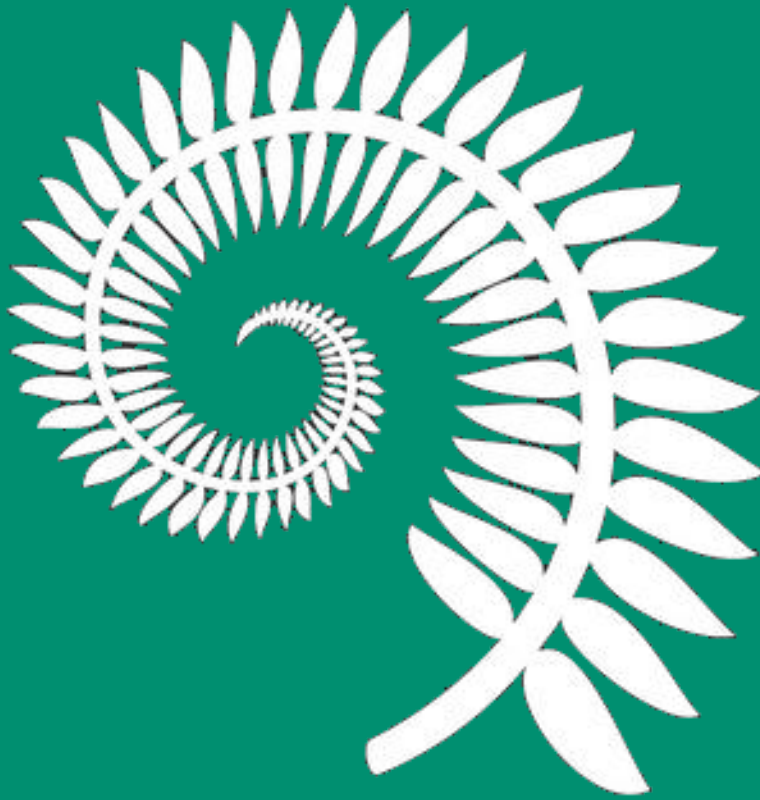
BOOKING DETAILS		
SPONSORSHIP OPTION		
BOOTH TYPE		
BOOTH PREFERENCE 1		
BOOTH PREFERENCE 2		
BOOTH (CIRCLE ONE OPTION)	BOOTH STRUCTURE	SITE ONLY

COST SUMMARY		
BOOTH TOTAL		
SPONSORSHIP TOTAL		
TOTAL PAYMENT DUE		
PAYMENT TYPE (CIRCLE ONE OPTION)	CREDIT CARD	DIRECT DEPOSIT

<p><b>PAYMENT TERMS</b> A payment of 50% of the total invoice is due within 7 days of receipt of your invoice to confirm your booking. The remaining balance is to be paid by the 30 November 2019.</p>	<p><b>CANCELLATION POLICY</b> A cancellation fee of 50% will be applicable for any sponsorship or exhibition booking cancelled up to 3 months prior to the ASM. No refund will apply after 3 months prior to the conference start date.</p>
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AUTHORISATION	
NAME	
DATE	
SIGNATURE	





## **CONTACT**

**Sue Sommers**

**The Australasian College of Phlebology**

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