

ANZHNCs ASM 2019

Australian and New Zealand Head & Neck Cancer Society
21st Annual Scientific Meeting

19 – 21 September 2019
Adelaide Convention Centre

ADELAIDE, AUSTRALIA

New Science, Better Treatments



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AUSTRALIAN AND NEW ZEALAND
HEAD & NECK
CANCER SOCIETY

www.anzhncs.org

**Sponsorship
Prospectus**

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Adelaide Convention Centre, Adelaide, Australia



Company Invitation

On behalf of the organising committee, we have pleasure in inviting you to join us for the ANZHNCS Annual Scientific Meeting in Adelaide.

As a sponsor or exhibitor you will have the opportunity to meet with multi-disciplinary health professionals working in the area of head and neck oncology including ENT surgeons, plastic and reconstructive surgeons, head and neck surgeons, oral and maxillofacial surgeons, medical oncologists, surgical oncologists including endocrine surgeons, radiation oncologists, registrars, speech pathologists, nurses, dietitians, psychologists, medical students and other health professionals.

Catering breaks will be held in the exhibition area offering company representatives plenty of opportunities for interaction with delegates. Your participation in the exhibition is an important component of the meeting and a vital avenue for delegates to keep abreast of research and product developments in the industry.

Please refer to the sponsorship and exhibition packages listed in this prospectus for further details on other benefits of your involvement.

We look forward to your participation and please do not hesitate to contact us if you have any queries.

Yours sincerely,



Dr Brian Stein

Medical Oncologist,
Adelaide Cancer Centre/Royal Adelaide Hospital,
Adelaide
Convener

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2019 Organising Committee

Convener

Brian Stein - Medical Oncologist, Adelaide Cancer Centre/Royal Adelaide Hospital

Peter Gorayski - Radiation Oncologist, Royal Adelaide Hospital

Andrew Foreman, FRACS - ENT/Head and Neck Surgeon, Royal Adelaide Hospital

Mistyka Schar - Speech Pathologist, Flinders Medical Centre

Emma-Louise Vale - Dietitian, Flinders Medical Centre

Alison Richards - Speech Pathologist, Royal Adelaide Hospital

Estimated Number of Attendance

220 – 270 delegates

Who Will Attend?

Health professionals working in the area of head and neck oncology including; ENT surgeons, plastic and reconstructive surgeons, head and neck surgeons, oral and maxillofacial surgeons, medical oncologists, surgical oncologists including endocrine surgeons, radiation oncologists, registrars, speech pathologists, nurses, dietitians, psychologists, medical students and other health professionals.

Meeting Date

19 – 21 September 2019

Venue

Adelaide Convention Centre, Adelaide, Australia

Meeting Theme

New Science, Better Treatments

Provisional Topics

- Immunology and the head and neck cancer patient
- The science behind the therapy
 - i. immunotherapy
 - ii. radiation therapy
 - iii. surgery and the immune system
- The bad with the good: late effects



Sponsorship Opportunities

Major Sponsor Packages <i>(All costs are in AUD incl GST)</i>	PLATINUM SPONSOR	GOLD SPONSOR	SILVER SPONSOR	BRONZE SPONSOR
Sponsor Benefits	\$25,500.00	\$16,500.00	\$8,800.00	\$5,500.00
*Company logo included on the front cover of the Provisional Program	✓	-	-	-
*Company logo included on the front cover of the Final Program	✓	-	-	-
Prime booth/s in the exhibition area, allocated in consultation with the sponsor and subject to availability at the time of application	9m x 3m	6m x 3m	3m x 3m	3m x 3m
*Colour advertisement in the Provisional Program	2 x Full Pages	1 x Full Page	Half Page	Quarter Page
*Colour advertisement in the Final Program	2 x Full Pages	1 x Full Page	Half Page	Quarter Page
Acknowledgement as a sponsor of a session at the meeting (session allocated at the discretion of the organising committee)	2	1	-	-
*Company logo on Sponsors' acknowledgement page in the Provisional Program	✓	✓	✓	✓
*Company logo on Sponsors' acknowledgement page in the Final Program	✓	✓	✓	✓
Company logo on meeting signage at the venue (quantity and type at the discretion of the organising committee)	✓	✓	✓	✓
#Company representative registration including: <ul style="list-style-type: none"> • Daily morning tea, lunch and afternoon tea served in the exhibition area (as applicable) • Access to scientific sessions 	6	4	3	2
Tickets to the Welcome Reception on Thursday 19 September 2019	6	4	3	2
Tickets to the Meeting Dinner on Friday 20 September 2019	6	4	3	2
Company logo on main holding slide in scientific sessions	✓	-	-	-
Delegate circulation list including name and state/country provided once after closure of the early registration deadline and on the move-in day of the exhibition	✓	✓	✓	✓
Satchel insert (no larger than A4 size)	4	3	2	1

*Inclusion subject to time of receipt of application and payment.

#Additional industry representative registrations can be purchased for \$440.00.



Sponsorship Opportunities (cont'd)

Satchel Insert *(All costs are in AUD, GST incl)*

\$990.00

- Opportunity to include a company promotional item in delegate satchels (no larger than A4 size)
- Insert to be approved by the organising committee and supplied by company at own cost

Exhibition Booth Package *(All costs are in AUD, GST incl)*

\$3,300.00

- One 3m x 3m exhibition booth including:
 - Walls: 2400mm high matt anodised aluminium frame with white laminated infills
 - Fascia: Matt anodised aluminium frame 380mm high with white laminate infill
 - Sign: One digital print lettering on white laminate infill per aisle (max. 30 characters)
 - Lighting: Two 23 watt spotlights per booth
 - Power: One 4amp power point per booth
- Complimentary transferable registrations for two company representatives including:
 - Two tickets to the welcome reception on Thursday 19 September 2019
 - Daily morning tea, lunch and afternoon tea served in the exhibition area (as applicable)
 - Access to scientific sessions
 - Delegate circulation list including name and state/country (where permission has been granted) provided once after closure of the early registration deadline and on the move-in day of the exhibition
- *Acknowledgement as an exhibitor in the provisional and final programs

**Inclusion subject to time of receipt of application and payment*

Additional Industry Representative *(All costs are in AUD, GST incl)*

\$440.00

All company representatives attending the meeting must be registered. Additional industry representative registrations can be purchased for the duration of the meeting and includes:

- One ticket to the welcome reception on Thursday 19 September 2019
- Daily morning tea, lunch and afternoon tea served in the exhibition area (as applicable)
- Access to scientific sessions
- Delegate circulation list including name and state/country provided once after closure of the early registration deadline and on the move-in day of the exhibition

Other Opportunities

- Scientific program sponsorship (as negotiated with the organising committee)
- Welcome reception (as negotiated with the organising committee)
- Meeting dinner (as negotiated with the organising committee)

Important note:

Industry representatives may only attend the meeting if they are a sponsor or exhibitor representative.

Industry representatives who are non-sponsors/non-exhibitors may not register to attend as a delegate. Industry representatives from companies/organisations who have purchased a package with no representative registration included are not eligible to register.

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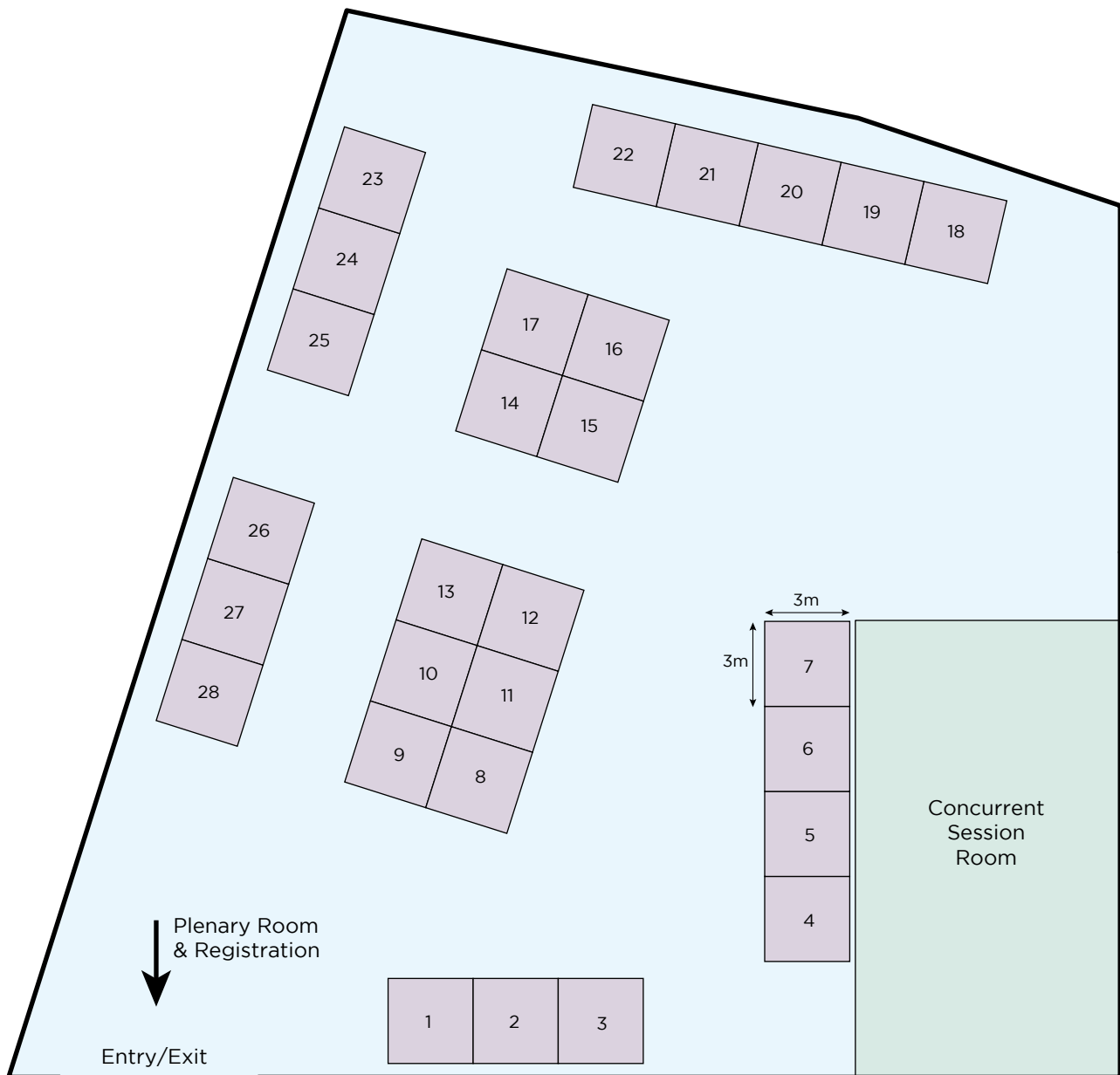
New Science, Better Treatments

Adelaide Convention Centre, Adelaide, Australia



Exhibition Floor Plan

Panorama Ballroom



Floorplan subject to change at the discretion of the organising committee.

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General Information

Exhibition Hours

Thursday 19 September 2019

Friday 20 September 2019

Saturday 21 September 2019

**times to be confirmed*

Exhibition Move In

Wednesday 18 September 2019

**times to be confirmed*

Exhibition Move Out

Exhibitor move out: Saturday 21 September 2019

Exhibition dismantle: Saturday 21 September 2019

**times to be confirmed*

Delegate Breaks

All lunches, morning and afternoon teas will be served in the industry exhibition area. This will include morning tea, lunch and afternoon tea from Thursday 19 September to Saturday 21 September 2019.

Exhibition Contractor

Moreton Hire

Booking and Payment Method

Please complete the application form and return along with full payment to the meeting organisers. Confirmation of your application will be forwarded to you together with a tax invoice. Acceptance of sponsorship/exhibition applications is subject to the organising committee approval.

Privacy Policy

Privacy Policy details can be viewed on the RACS website at www.surgeons.org/disclaimerprivacy

Meeting Organisers

Conferences & Events Management
Royal Australasian College of Surgeons
College of Surgeons Gardens
250 – 290 Spring Street
East Melbourne VIC 3002
Australia

T: +61 3 9249 1158

F: +61 3 9276 7431

E: anzhnscs.asm@surgeons.org

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SPONSORSHIP/EXHIBITION APPLICATION FORM

Company Name (to appear in Meeting publications): _____

Title: _____ First Name: _____ Surname: _____

Position: _____ (Contact person will receive all correspondence in relation to the Meeting.)

Address: _____

City: _____ State: _____ Postcode: _____ Country: _____

Telephone + IDD: _____ Fax + IDD: _____

Mobile: _____ Email: _____

SPONSORSHIP (All costs are in AUD and include GST)

	Amount	Sub Total
Major Sponsorship Platinum Sponsorship	\$25,500.00	
Gold Sponsorship	\$16,500.00	
Silver Sponsorship	\$8,800.00	
Bronze Sponsorship	\$5,500.00	
Satchel Insert	\$990.00	
Other Sponsorship (Please specify): _____		
SUB TOTAL SPONSORSHIP		

EXHIBITION (All costs are in AUD and include GST)

	Amount	Sub Total
Exhibition Booth (3m x 3m)	\$3,300.00	
SUB TOTAL EXHIBITION		

Please nominate preferred booth position: 1st _____ 2nd _____ 3rd _____ Please indicate if you will be using the provided shell scheme booth or designing and building a custom booth. Shell Scheme Custom Booth (space only provided)

INDUSTRY REPRESENTATIVES

Registration includes 6 industry representatives for Platinum Sponsorship, 4 for Gold Sponsorship, 3 for Silver Sponsorship, 2 for Bronze Sponsorship and 2 for an exhibition booth.

Please provide first name and surname for name badges (as applicable):

Name: _____ Name: _____

Name: _____ Name: _____

Name: _____ Name: _____

ADDITIONAL REPRESENTATIVE REGISTRATIONS (All costs are in AUD and include GST)

Additional Onsite Representative Name (first name, surname)	Amount	Sub Total
	\$440.00	
	\$440.00	
SUB TOTAL ADDITIONAL INDUSTRY REPRESENTATIVES		

PAYMENT OPTIONS (please tick)

Payment must accompany this application form

Cheque – Made payable to Royal Australasian College of Surgeons.

Credit Card – Payment information will be emailed upon processing your registration.

Cancellations must be received in writing by the meeting organiser. Cancellations will not be refunded unless all sponsorship/booth space are able to be re-sold.

Royal Australasian College of Surgeons ABN 29 004 167 766.

TOTAL OF FEES

SPONSORSHIP	
EXHIBITION	
ADDITIONAL INDUSTRY REPRESENTATIVES	
TOTAL PAYABLE (AUD) \$	

A tax invoice will be issued upon processing of this application form.

Terms and Conditions: We accept the terms and conditions as per page 9 of this Sponsorship Prospectus.

Signature

Date

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Terms and Conditions

The application of the exhibitor to exhibit is an offer which is accepted by the Royal Australasian College of Surgeons (RACS) of the amount payable on making the application.

Booking Conditions

Acceptance of sponsorship/exhibition applications will be subject to organising committee approval. The organising committee reserves the right to decline applications based on any association, direct or indirect, that does not uphold the objectives of the meeting.

Cancellation Policy

In the case of the cancellation of sponsorship, unless all sponsorship is resold RACS will reserve the right to retain monies received.

In the case of the cancellation of a booth/s, please note that unless we are able to sell all space we reserve the right to retain all monies received.

If the balance of payment on the booth/s is not received within the trading terms the allocated booth/s will be cancelled.

Attendance

The exhibitor understands that all company representatives must register officially.

General Terms

The exhibitor agrees to be bound by the Exhibition General Terms and Conditions. Conditions set out in this "Sponsorship Prospectus" document, which is acknowledged as being received.

Booth Allocation

The exhibitor understands that booths and/or space will be allocated strictly in order of receipt of payment and that the organising committee's decision will be final.

Liability and Insurance

The exhibitor and the servants, agents and contractors of the exhibitor occupy and use the exhibition space/booth allotted under this exhibition contract and enter Adelaide Convention Centre and act under or pursuant to this exhibition contract at their own risk.

The exhibitor hereby indemnifies and releases the Royal Australasian College of Surgeons ("the Organisers"), Adelaide Convention Centre ("the Venue Managers") and the exhibition contractor and each of them against all actions, suits, costs, claims and demands brought against the Organiser, and the Venue Managers by any natural person, firm or corporation for any damage or loss caused directly, or indirectly to, or suffered by any person, firm or corporation as a result of any act or default of the exhibitor or the servants, agents, contractors or invitees of the exhibitor or resulting directly or indirectly from the attendance of the exhibitor at the exhibition, including travel to and from such venues and without limiting the foregoing the Organiser and the Venue Managers or any of them shall not in any circumstances be liable for any loss damage or injury which may occur to the exhibitor or the servants, agents or contractors of the exhibitor or for any damage to their property including damage to exhibits, plant equipment, fixtures, fittings or other property whatsoever or for any loss of profits which they may suffer howsoever caused.

It is strongly advised that each exhibitor seek to cover their equipment, exhibits and display material with adequate insurance and also effect public risk insurance at the expense of the exhibitor.

Implied Warranties

In the event any statute implies any term condition or warranty into this agreement which cannot be lawfully excluded, such terms will apply to this agreement, save that the liability of the Organisers and each of them for breach of any such implied term will be limited, at the option of the Organisers, to any one or more of the following:

- the placement of goods to which the breach relates or the supply of equivalent goods
- the repair of such goods
- the payment of the cost of replacing the goods or of acquiring equivalent goods, or
- the payment of the cost of having the goods repaired.

Consequential Damage

The Organisers will not be liable for any indirect or consequential damages arising out of a breach of this exhibition contract.

Security

Adelaide Convention Centre's security operations provide fundamental perimeter security in the complex but beyond this, the Organiser, and the Venue Manager and their officers and employees, separately or collectively are not responsible for any damage to or for the loss or destruction of an exhibit, from fire or theft or accidents or injury resulting from such causes. Additional security requirements should be discussed between the exhibitor and Venue Manager directly.

Additional Conditions and Regulations

The exhibitor and the servants, agents, contractors and invitees of the exhibitor are also to observe the conditions, rules, regulations and procedures as set out in the exhibition manual of Adelaide Convention Centre, as revised and added to from time to time and which is available for inspection on request.

Variations

The Organisers may in the event of any circumstance which renders it necessary vary the booth or stand space allocation and the exhibitor will accept such re-allocation without any claim for a reduction in charges or otherwise.

Unavoidable Occurrences

In the event that the exhibition is cancelled or delayed through no fault of the Organisers, the Venue Managers or the Sponsors including but not limited to fire, flood, labour disputes, natural disasters, acts of God, civil disorders, riots, insurrections, work stoppages, slow downs or disputes, or other similar events then the exhibitor shall not be entitled to any refund or to claim for any loss or damage.

Assignments and Subletting

No exhibitor shall assign, sublet or share the whole or any part of the space booth allotted without the knowledge and consent of the Organisers.

Hours

The Organisers shall determine the hours during which the exhibition shall be conducted and as to hours of access for exhibitors including variations of such times as shall be necessary.

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