

Luncheon Sponsor

Pre Conference

- Your organisation's logo and profile will be included on the event website and hyperlinked to your website.
- Your organisation's logo will be included on the electronic brochures and invites to the event target audience.

At the Conference

- You will have 1 complimentary pass to attend the conference sessions in order to maintain awareness of the issues and needs raised by delegates and speakers.
- Your logo will be included in the default main screen display during breaks in the proceedings of the executive conference.
- Your organisation's logo, profile and contact details will be included on the welcome pages of the conference documentation literature used by all delegates to follow the speaker sessions.
- Your organisations logo will be highlighted as a sponsor on the event welcome banners strategically displayed at the conference.

Your Luncheon

Your package enables you to host and brand the luncheon on the day of your choice (choices subject to availability at the time of booking). This includes an opportunity to present a 15-minute corporate address in the main auditorium prior to the commencement of Lunch. You may brand the luncheon room in order to heighten your organisation's impact.

- Up to 4 of your personnel may be in attendance at your hosted function in order to heighten your presence and facilitate networking opportunities.

Other benefits

- It is important for any sponsor to inform us of organisations or individuals they would like us to invite on their behalf. There may be discounted rates for attendance that will apply to a select number of your potential clients that you identify in advance.
- You will have access to complete delegate contact information on the conference day. *

SPONSORSHIP INVESTMENT AUD \$ 12,000 (PLUS 10% GST)

* The full delegate list provided will be issued on site at the commencement of the event. The list will however exclude any delegate who has withheld permission to publish their details in accordance with the Privacy Act (1988).

This agreement is subject to the following terms and conditions:

Upon receipt of the completed Agreement, Orkestrate Pty Ltd will forward a Tax Invoice. Full payment of the total amount of the contract price is due within 5 days of the acceptance of this contract. All amounts are payable in Australian Dollars and include GST.

Applicable event information and any scheduling will be dispensed prior to the event, unless payment is outstanding.

Any cancellation must be made in writing and sent to the address below. Although no refund can be made for cancellations, if the cancellation is made 8 weeks prior to the event dates (and is received prior to usage of the clients password for event access, if applicable) a 50% credit note, valid for 12 months from issue will be made available for use onto another Orkestrate event. Orkestrate reserves the right to retain the balance as a cancellation fee, which amount it is agreed constitutes a reasonable relation to expenditure and damages the organisers will sustain through said cancellation by the client. Orkestrate retains the right to recover any outstanding monies should timely payment not be made on this contract.

While every reasonable effort will be made to adhere to the event as advertised Orkestrate Pty Ltd reserves the right without penalty to change the venue of, dates or speakers at the conference or omit event features or merge the event with another event should circumstances require and will not be held liable for any costs incurred by the client due to necessary changes, nor shall any refunds, part refunds or alternative offers be made. Any estimates of numbers of delegates and visitors at the event are based on the experience and discretion of the organisers and are estimates only. No representation can be made as to exact numbers nor do any estimates whether verbally or in writing constitute or have any bearing on this agreement. All information supplied to the client with regards this event is confidential and for client use only and should not be passed to a third party in any way or for any purpose.

Orkestrate can accept no liability for damage or loss, under whatever name, suffered directly or indirectly by the client, its staff or visitors. The client is obliged to act within health and safety laws and comply with building regulations and safety procedures.

No photographs, electronic recordings of any nature or video footage may be taken at the event without the organisers permission.

This agreement constitutes the sole and exclusive agreement between the parties and supersedes all and any prior oral or written agreements, promises or understandings between them.

Exhibition and meetings areas allocated do not include internet access or telephone line usage which are available at an additional charge. Exhibitors are allocated an area for their display (approx 2m x 3M) in the main exhibition area and supplied with a dressed table and chairs. Any signage and branding materials will be at the exhibitors own cost.

Privacy/Data Protection: Personal information is collected, stored and used by Orkestrate Pty Ltd in accordance with the Privacy Act, for the purpose of fulfilment, direct marketing and business and product development. To find out more information, update your record or be removed from our contact/ mailing/ email list please contact us.

Orkestrate Pty Ltd, from time to time, shares its client information with selected external parties so they may contact you about products and services that may interest you. If you do not want your name passed on to other companies, please tick this box [] and fax this page back to: 02 9492 4777 or mail it to Orkestrate Pty Ltd Suite 1 Level 5, 65 Walker Street, North Sydney, NSW 2060, or email your request to: info@orkestrate.com.au or telephone 02 9492 4700 and we will be pleased to respect your wishes. For training and security purposes telephone calls may be recorded or monitored.

CONTRACT AUTHORISATION DETAILS

Company Name: _____ Address: _____

Postcode: _____ Country: _____ Tel: _____ e mail _____

AUTHORISED BY: _____ SIGNATURE: _____

JOB TITLE: _____ DATE: _____