



PAEDIATRICS & GENETICS



RANZCO Tasmania Branch Annual Scientific Meeting

18-19 June 2022 Hotel Grand Chancellor, Hobart





An Invitation



Dear Sponsors and Exhibitors,

I am writing to you to seek your support for the 2022 RANZCO Tasmania Branch Annual Scientific Meeting to be held from 17 - 19 June in Hobart, Tasmania.

The theme of the meeting will be **“Paediatrics and Genetics”**.

The 2022 program will explore the impenetrable and comprehensive ophthalmic practice of Paediatrics and Genetics. We seek to do this through a weekend forum which will bring a diverse range of stakeholders together for an unprecedented opportunity to predict and effect meaningful outcomes.

The meeting has several components:

Saturday 18 June:

- **Meeting Day 1:**
A half day of scientific sessions and invited talks addressing the meeting theme “Paediatrics and Genetics”.
- **GP Workshop:**

Sunday 19 June:

- **Meeting Day 2:**
Further half day of scientific sessions and invited speakers on the meeting them “Paediatrics and Genetics”.
On Day 2, we will hear from our colleagues who have submitted audits, clinical cases and free papers.

The meeting has a strong collegiate feel with delegates taking the time to interact with each other. There are two half day scientific sessions with catering and a trade display. The Tasmanian meeting has been steadily gaining popularity over the years and it is anticipated that between 50 - 70 delegates will participate.

The exhibition will be open on Saturday 18 and Sunday 19 June. On these days, two half day scientific sessions will take place, with trade displays located within the catering space of the venue. We are pleased to offer 15 table displays this year.

If you have any questions or if you would like to discuss specific sponsorship opportunities, please do not hesitate to contact Amelia Griggs at Conference Design (amelia@conferencedesign.com.au).

To submit your intention to exhibit or sponsor this meeting, please use this link (<https://cdesign.eventsair.com/2022-ranzco/sponsorportal>) which takes you to the Sponsorship Booking Portal.

Looking forward to hearing from you.

Organising committee
Guy and Alex





Sponsorship Opportunities



Sponsorship opportunities include a trestle table display in the exhibition and catering area.

RANZCO Sponsorship Package (14 available) **\$2,950 (incl. GST)**

Clothed trestle table, two chairs, power

- Two registrations, including the Welcome Reception and Dinner
- Logo on the meeting web page with hyperlink
- Logo in the meeting program
- Logo displayed on a joint sponsor's slide in the meeting room
- Opt-in delegate list (name, position, organisation, state/country, email address)
- Acknowledgement as Silver Sponsor during the meeting

Coffee Cart Sponsorship Package (one sponsor only) **\$4,450 (incl. GST)**

The coffee cart will have a barista serving coffee, hot chocolate and tea during arrival, tea & coffee and morning tea on Saturday and Sunday. This package is based on one barista and up to 100 coffees per day.

- Two registrations, including the Welcome Reception and Dinner
- Clothed trestle table, two chairs, power
- Logo on the meeting web page with hyperlink
- Logo in the meeting program
- Logo displayed on a joint sponsor's slide in the meeting room
- Acknowledgement as Coffee Cart Sponsor during the meeting
- One banner displayed beside the coffee cart (sponsor to supply banner)
- Opportunity to provide branded coffee cups (Additional expense. Charged at cost to sponsor)





Exhibitor & General Information



Exhibitor

Space Allocation

A floor plan is included in this prospectus (see page 5), and can be found on the Sponsorship Booking Portal. All spaces are numbered and you are required to select your location based on display availability. Spaces will be allocated on a first come, first served basis.

Exhibitor Manual

Further information will be provided in the exhibition manual given to each confirmed exhibitor and sponsor. This will include information regarding bump-in and bump-out.

Exhibition Move In

Saturday 18 June: 0645 - 0800

Exhibition Open Times

Saturday 18 June: 0800 - 1300

Registration opens at 0800 with the first session commencing at 0845. Tea and coffee will be served in the trade area from 0800.

Sunday 19 June: 0815 - 1100

*We recommend you do not leave valuables at your trade display overnight

Exhibition Move Out

Sunday 23 June: from 1115 (following morning tea)

Please refrain from packing up early as this may cause disruption to the meeting sessions. All times are subject to change. Please refer to the exhibitor manual for confirmed timings.

General information

Condition of Advertising

For acknowledgement of sponsorship in the meeting program and website, sponsors need to have paid in full for their sponsorship and upload their logo via the Sponsorship Booking Portal. Logos need to be provided in the following format: Vecta EPS and a high resolution JPEG file. If we do not receive your logo, it is considered that you do not wish to have it included in any publications.

Sponsorship/exhibitor entitlements will only be delivered upon receipt of a booking form and full payment.

Disclaimer

The information contained in this prospectus and online booking portals are correct at the time of publication. The organisers reserve the right to change without notice any part of the program, the set-up or speakers. Updates prior to the meeting will be published on the event website however, it is the responsibility of exhibitors to check with the event organiser regarding arrangements at the time of the meeting.

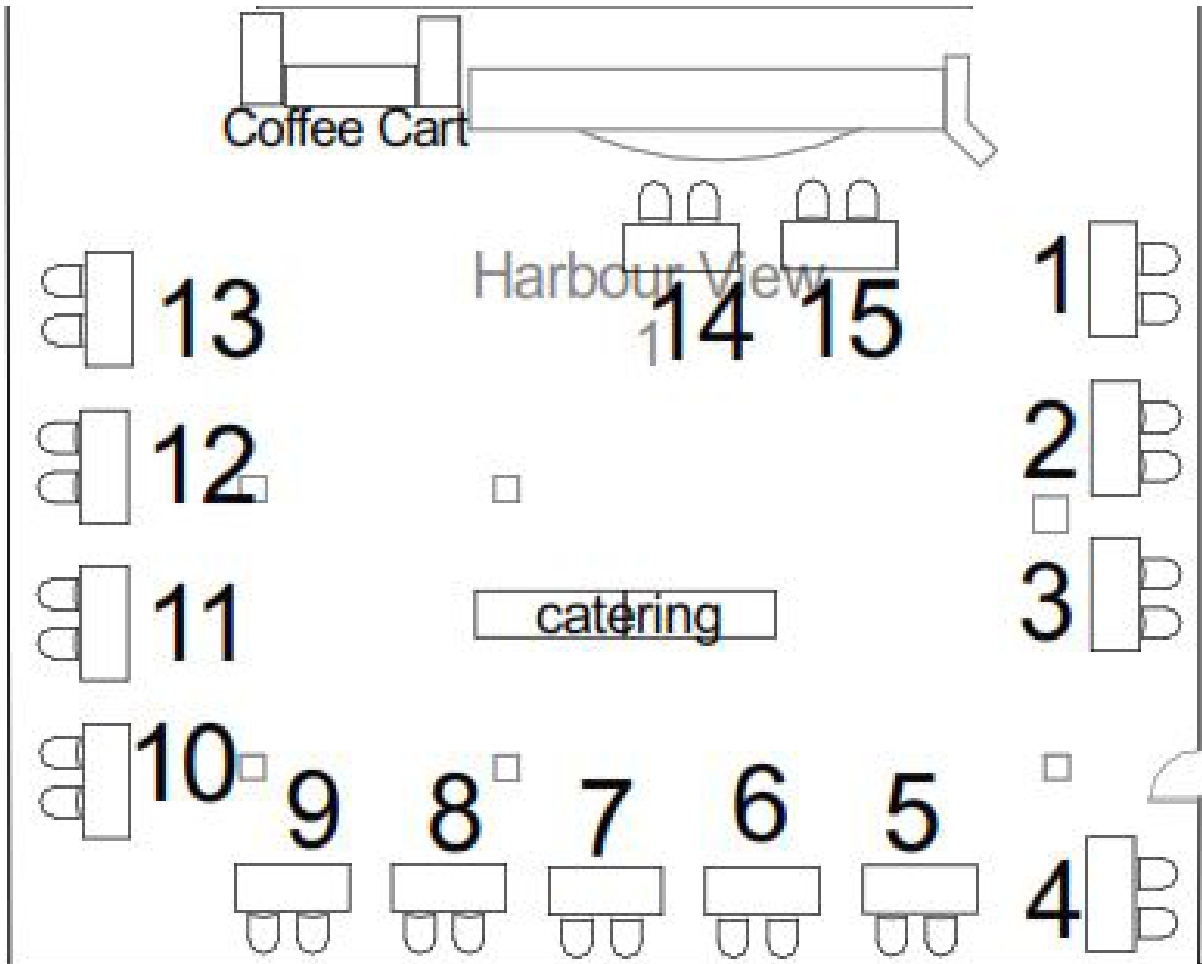
Exhibition Floor Plan

A floor plan is provided. Should changes to the floor plan be necessary due to demand, confirmed exhibitors will be notified of any relevant adjustments to the layout. The organisers reserve the right to make changes to the floorplan layout.





Floor Plan Layout



Trade





Condition of Payment



Financial Facts

100% of your total sponsor/exhibition fee must accompany your booking. Trestle table space selections will not be allocated until payment is received. Payments are to be made in Australian dollars by cheque, credit card or direct deposit. All prices quoted in the prospectus include GST.

If you need to cancel

Your cancellation must be advised in writing, and will be processed in accordance with the below.

Cancellation Policy

>61 days from arrival (before 22 April 2022) 50% of Sponsorship and/or Exhibition costs refunded

60 – 31 days from arrival (23 April 2022) 25% of Sponsorship and/or Exhibition costs refunded

<30 days from arrival (23 May 2022) No refunds given

Insurance

Sponsors and exhibitors are strongly advised to arrange general, health and travel insurance for their staff and goods. You are solely responsible for any physical loss or damage to your own property. You must hold a current broad form liability insurance policy for a minimum of AUD10,000,000. Please forward the name of your insurer, your policy number and a certificate of currency to us at least four weeks prior. Entry to the venue will be denied if you have not provided this information.

Privacy Statement

Your name and contact information including email address, may be used by parties directly related to the meeting such as the organisers and approved stakeholders, for relevant purposes such as promotion, networking, and the administration of this event and future events of this type. If you do not consent, please advise us. In addition, your name, organisation and country/ state of origin may be published on the delegate list which is provided to delegates, exhibitors and sponsors at the meeting. If you do not wish your details to be included in this list, please contact us.

Sponsor & Exhibitor Notes

You may not assign, share, sub-let or grant licences for the whole or part of your designated trade space without our prior approval. We reserve the right to ask you to remove any display items we deem as unacceptable. You must conduct business only from within the confines of your space. You may not tout, or place any material or furniture outside your space causing obstruction of the aisles. You will be responsible for any reasonable costs of repairing the premises should you paint, mark or damage any fixtures or fabric. Food, beverage or prohibited items are not permitted at the event unless prior arrangements are made with us. Any supplier you use on site must conform to the venue's OH&S policies, insurance and other regulations.

Things you need to know

The following terms and conditions apply to your application to sponsor and/or exhibit at the 2022 meeting. Completing an online application confirms your acceptance of these terms and conditions. We do not accept responsibility for any errors, omissions or changes. Details may change without notice. Please refer to the event website for the latest information.

Unapproved Products

A product or medication that has not been approved for registration in Australia by the Therapeutic Goods Administration (TGA) must not be promoted, sold or distributed at this meeting. The meeting organisers reserve the right to remove your exhibit and any associated personnel from the meeting in this instance. All exhibitors and sponsors must be able to provide proof of TGA compliance upon request.

You and your staff—onsite

Your application to sponsor or exhibit does not constitute an attendee registration. You will need to do that separately via the Sponsorship Booking Portal after you receive confirmation of your booking. All exhibition staff must be registered using the relevant form i.e. complimentary exhibitor registration or by purchasing additional exhibitor staff registrations (\$450 per person).



Important

Sponsors and exhibitors must observe the requirements and Codes of Practice of the Medical Technology Association of Australia (MTAA) available at www.mtaa.org.au. RANZCO endorses these Codes of Practice and urges sponsors and exhibitors to understand and adhere to the Codes in respect of their relations with RANZCO. This extends to sponsors or exhibitors who are not members of the MTAA. RANZCO expects non-member sponsors or exhibitors to familiarise themselves with the requirements of the Codes and align their activities in accordance with the Codes. RANZCO also expects relevant sponsors and exhibitors to adhere to Medicines Australia Code of Conduct and associated guidelines available at www.medicinesaustralia.com.au

