



New Directions in Leukaemia Research 2020 Meeting  
23-25 March 2020, Brisbane Convention and Exhibition Centre

[www.ndlr2020.com](http://www.ndlr2020.com)



Sponsorship & Exhibition  
PROSPECTUS



## Invitation from NDLR 2020 Meeting Co-Chairs

The Scientific and Organising Committees would like to invite you to be a part of the New Directions in Leukaemia Research (NDLR) Meeting 2020 to be held in Brisbane, Queensland, Australia from Monday 23 March to Wednesday 25 March 2020.

The goal of the NDLR Meeting is to bring together scientists and clinicians to discuss emerging paradigms and breakthroughs at the forefront of leukaemia research and treatment, from the molecular basis of leukaemia, lymphoma and multiple myeloma to new therapies emerging in the clinic.

As one of the premier international leukaemia Meetings, NDLR 2020 will again bring together early career investigators, senior scientists and clinicians. Attendees will hear of recent findings in basic and translational research through interaction with local and international experts, forging new collaborations.

Leukaemia research has undergone an unprecedented revolution in recent years and this is beginning to deliver a real and significant impact in the clinic. The biennial NDLR Meeting offers a unique opportunity for scientists and clinicians to keep pace with such a rapidly evolving field and therefore offers sponsoring organisations unrivalled exposure and recognition.

This Meeting also provides the opportunity for the industry to interact with experts in the field of leukaemia research and management.

We look forward to having you participate as a sponsor or exhibitor at NDLR 2020.

**A/Profs Ross Dickins & Matthew McCormack**  
Co-Chairs

## Meeting Themes and Program

- ❖ Acute Lymphoblastic Leukaemia
- ❖ Chronic Lymphocytic Leukaemia
- ❖ Acute Myeloid Leukaemia
- ❖ Myelodysplastic Syndrome
- ❖ Lymphoma
- ❖ Multiple Myeloma
- ❖ Myeloproliferative neoplasms including Chronic Myeloid Leukaemia
- ❖ Immunotherapy
- ❖ Genomics
- ❖ Epigenetics
- ❖ Stem Cells



## CONFIRMED SPEAKERS TO DATE

### International Speakers

[Ravindra Majeti](#) (USA)

*Stanford University School of Medicine*

[Ann Mullally](#) (USA)

*Dana Farber/Harvard Cancer Center*

[Elli Papaemmanuil](#) (USA)

*Memorial Sloan Kettering Cancer Center*

[Christian Steidl](#) (Canada)

*BC Cancer Research Center, Vancouver*

[Marion Subklewe](#) (Germany)

*Gene Center Munich*

### National Speakers

[Susan Branford](#) (Adelaide)

*Centre for Cancer Biology, SA Pathology*

[Sarah-Jane Dawson](#) (Melbourne)

*Peter MacCallum Cancer Centre*

[Colm Keane](#) (Brisbane)

*Mater Research Institute*

[John Pimanda](#) (Sydney)

*Lowy Cancer Research Centre, UNSW Medicine*

[Hang Quach](#) (Melbourne)

*St Vincent's Hospital*

CLINICAL SPOTLIGHT - Myeloma

[Rachel Thijssen](#) (Melbourne)

*Walter and Eliza Hall Institute*

[Judith Trotman](#) (Sydney)

*University of Sydney*

CLINICAL SPOTLIGHT - Lymphoma

[Andrew Wei](#) (Melbourne)

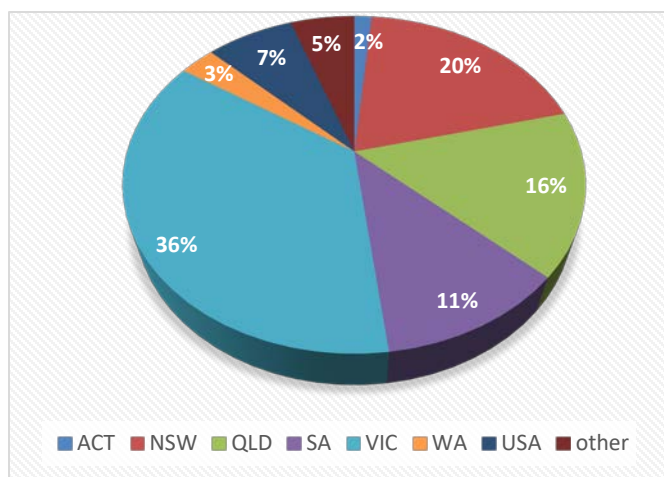
*Alfred Health, Monash University*

CLINICAL SPOTLIGHT - AML

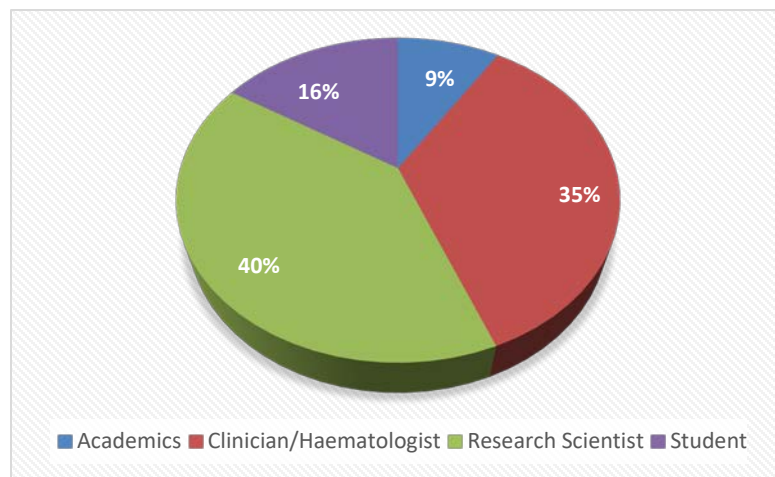
Find out more about NDLR 2020 Speakers at [www.ndlr2020.com](http://www.ndlr2020.com)



## Delegate Profile by Geographic Location



## Delegate Profile by Professional Interest



## Venue & Location

The New Directions in Leukaemia Research 2020 Meeting will be held at the Brisbane Convention & Exhibition Centre (BCEC). BCEC is officially ranked among the top three convention centres world-wide by the International Association of Meeting Centres.

BCEC is easily accessible from Brisbane Airport either via taxi (approximately 30-45 minutes) or the very efficient Airtrain [www.airtrain.com.au/](http://www.airtrain.com.au/).

Brisbane Convention & Exhibition Centre  
 Corner of Merivale and Glenelg Street, Southbank Qld 4101



Image courtesy of Rydges Southbank

## NEED A PLACE TO STAY? ASK AN EXPERT!

Stay in the heart of Brisbane's cultural and arts precinct and close to the NDLR 2020 Meeting.

For best terms and competitive rates contact our experts on 02 9265 0700 or email [accommodation@arinex.com.au](mailto:accommodation@arinex.com.au)



## Scientific Committee

**Luisa Cimmino**

*NYU School of Medicine*

**Mark Dawson**

*Peter MacCallum Cancer Centre*

**Maher Gandhi**

*University of Queensland Diamantina Institute and Princess Alexandra Hospital*

**Steven Lane**

*QIMR Berghofer Medical Research Institute and Royal Brisbane and Women's Hospital*

**John Pimanda**

*Lowy Cancer Research Centre, UNSW and Prince of Wales Hospital*

**Louise Purton**

*St Vincent's Institute*

**John Rasko**

*University of Sydney, Centenary Institute and Royal Prince Alfred Hospital*

**Andrew Roberts**

*Walter and Eliza Hall Institute and Royal Melbourne Hospital*

**Kathryn Roberts**

*St Jude Children's Research Hospital*

**Nikki Verrills**

*University of Newcastle, Hunter Medical Research Institute*

**Deborah White**

*University of Adelaide*



## Organising Committee

**Ross Dickins (co-chair)**

*Australian Centre for Blood Diseases,  
Monash University*

**Matthew McCormack (co-chair)**

*Australian Centre for Blood Diseases,  
Monash University*

**Catherine Carmichael**

*Australian Centre for Blood Diseases,  
Monash University*

**Peter Diamond**

*Leukaemia Foundation of Australia*

**Chris Hahn**

*Centre for Cancer Biology SA Pathology and  
University of South Australia*

**Lev Kats**

*Peter MacCallum Cancer Centre*

**Gemma Kelly**

*Walter and Elizabeth Hall Institute of Medical  
Research*

**Sebastien Malinge**

*Telethon Kids Institute*

**Ilaria Pagani**

*South Australian Health and Medical Research  
Institute (SAHMRI)*

**Jessica Salmon**

*Australian Centre for Blood Diseases*

**Andrew Wei**

*Australian Centre for Blood Diseases, Monash  
University, Alfred Hospital*

**Ingrid Winkler**

*Mater Research Institute*

## Meeting Managers



Arinex Pty Ltd has been appointed as the official Professional Meeting Organiser and looks forward to delivering an inspiring experience.

Arinex Pty Ltd

Level 10, 51 Druitt Street

Sydney NSW 2000, Australia

T +61 2 9265 0700

F +61 2 9267 5443

E [ndlr@arinex.com.au](mailto:ndlr@arinex.com.au)

W [www.ndlr2020.com](http://www.ndlr2020.com)



## Sponsorship at a Glance

Sponsorship Package	Number Available	Price A\$ incl. GST
Principal Sponsor	2 only	\$55,000
Gold Sponsor	Unlimited	\$40,000
Silver Sponsor	Unlimited	\$30,000
Bronze Sponsor	Unlimited	\$20,000
<b>Other Sponsorship Opportunities</b>		
Meeting Dinner Sponsor	1 only	\$11,000
Welcome Reception Sponsor	1 only	\$11,000
Program Theme Sponsor	Multiple	\$11,000
Scientific Poster Sponsor	1 only	\$6,600
Notepads and Pens Sponsor	1 only	\$3,300
Catering Break Sponsor	Unlimited	\$2,750
Young Investigator Travel Bursary	Unlimited	\$1,650
Promotional Placement Item	Unlimited	\$1,100
<b>Satchel Inserts</b>		
Print Material or promotional item	Unlimited	\$1,100
<b>Promotional Material</b>		
Advertising – full page colour advert in handbook	Unlimited	\$4,400
<b>NDLR 2020 Industry Exhibition</b>		
Networking Trestle Table	Limited spaces	\$2,500

## Major Sponsorship Entitlements at a Glance

	Principal A\$55,000	Gold A\$40,000	Silver A\$30,000
Meeting Delegate Registrations	2	2	1
Acknowledgement on Welcome Banner at Registration Desk	Yes	Yes	Yes
Delegate list	2 weeks prior to Meeting	1 week prior to Meeting	At the Meeting
Advertisement in Meeting book	Full page	Full page	½ page
Networking Trestle Table in exhibition area	2	1	
Satchel Insert	Yes	Yes	Yes
Naming rights to session within the Meeting program	2	1	1
Choice of additional Brand positioning sponsorship	1		
Choice of additional Networking sponsorship	1		



## Standard Sponsorship Acknowledgement Entitlements

Sponsors will receive the following standard entitlements in addition to those outlined in the individual packages:

- Recognition as a sponsor (with organisation logo) in the Meeting handbook\*
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official Meeting website, including a hyperlink to the organisation's home page\*
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the Meeting \*
- Use of the Meeting logo for marketing purposes until the end of March 2019

## Sponsor and Exhibitor Guidelines

\* Exposure in the Meeting publications is determined by confirmation of sponsorship prior to print deadlines. To maximise exposure, please confirm your participation as early as possible.

\*\* The delegate list will exclude any delegates who have withheld permission to publish their details in accordance with the Australian Privacy Act.

\*\*\* Banner advertisement specifications will be provided after the confirmation of booking.

## General Information

### Sponsorship Application

To secure a Sponsorship package or Exhibition space, please complete the 'Application Form' and a tax invoice will then be forwarded to you for payment of a non-refundable 50% deposit. Sponsorship will not be confirmed until the deposit has been paid.

Settlement of all outstanding monies is required no later than 4 months after payment of deposit or 3 months prior to the event, whichever is earlier. If payment is not received within this timeframe Arinex Pty Ltd reserves the right to re-sell your package.

### Public & Liability Insurance

It is a requirement of the Meeting Managers that all exhibitors have adequate Public and Product Liability Insurance cover based on a limit of indemnity to the value of A\$10 million or above. This refers to damage or injury caused to third parties/visitors on or in the vicinity of an exhibition stand. Exhibitors are required to submit their public liability insurance certificate along with their booking form to secure your booking.

To assist you in locating your certificate within your organisation – it may often be found with the accounts/finance departments and is also often referred to as 'Broadform'.





## Principal Sponsor

AUD \$55,000 (incl. GST)

Principal Sponsors are viewed not just as industry leaders but critical partners in the successful continuation of education and development of medical professionals nation-wide through the New Directions in Leukaemia Research Meeting.

- Standard sponsorship entitlements outlined on page 7.
- Exclusive naming rights to two (2) sessions within the scientific program. Corporate logos/banners and/or slide would be prominently displayed during the two (2) sessions.
- Two (2) Meeting delegate registrations inclusive of all social functions.
- Two (2) Exhibition Networking Trestle Tables
- Full page advertising space in the Meeting Program and Abstract Book (artwork to be supplied by the sponsor)\*.
- Delegate list (including contact information) supplied two (2) weeks prior to the Meeting\*\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*
- The sponsor may provide a freestanding banner which will be positioned in the Plenary Room for the duration of the Meeting (maximum size 2m high x 1m wide).

Principal Sponsors may select one of the following brand positioning options to customise as part of their sponsorship:

### Brand Position Option 1: Name Badge/Lanyard:

- Sponsor's logo to be included onto the delegate name badges alongside the Meeting logo
- Sponsor may provide branded lanyards to be used as the official Meeting lanyard

### Brand Position Option 2: Meeting Satchel:

- Sponsor's logo to be included onto the delegate satchels alongside the Meeting logo

Principal Sponsors may select one of the following networking options to customise as part of their sponsorship:

### Networking Option 1: NDLR Meeting Dinner:

- Entitlements as listed on page 11

### Networking Option 2: NDLR Welcome Reception:

- Entitlements as listed on page 11



## Gold Sponsor

AUD \$40,000 (incl. GST)

- Standard sponsorship entitlements outlined on page 7.
- Gold Sponsors may select one Program Theme Sponsorship to be included as part of their Gold level package. Details on page 12.
- Two (2) Meeting delegate registrations inclusive of all social functions.
- One (1) Exhibition Networking Trestle Table
- Delegate list (including contact information) supplied 1 week prior to the Meeting \*\*.
- Full page advertising space in the Meeting Program and Abstract Book (artwork to be supplied by sponsor)\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material) *Note: inserts must be approved by the Organising Committee.*

## Silver Sponsor

AUD \$30,000 (incl. GST)

- Standard sponsorship entitlements outlined on page 7.
- Silver Sponsors may select one Program Theme Sponsorship to be included as part of their Silver level package. Details on page 12.
- One (1) Meeting delegate registration inclusive of all social functions.
- Delegate list (including contact information) supplied after the Meeting\*\*.
- Half page advertising space in the Meeting Program and Abstract Book (artwork to be supplied by sponsor)\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*

## Bronze Sponsor

AUD \$20,000 (incl. GST)

- Standard sponsorship entitlements outlined on page 7.
- Your organisation has the option of being the exclusive sponsor of one (1) of the below social functions which would be listed in the published book of abstracts.
  - An end of Meeting cocktail/drinks session (Hosted by and at expense of the sponsor)
  - Choice of one (1) lunch or refreshment break, as part of the daily Meeting program.
- Delegate list (including contact information) supplied at the Meeting\*\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*



## OTHER SPONSORSHIP OPPORTUNITIES

### Meeting Dinner Sponsor

AUD \$11,000 (incl. GST) - Exclusive

The Meeting Dinner will be an included social event for all Meeting registrations, thus providing high expectations of attendance. Hosted at the Brisbane Convention and Exhibition Centre, the sponsor will receive premium and exclusive representation to captivate the delegates for the duration of the evening.

- Standard sponsorship entitlements outlined on page 7.
- Exclusive naming rights of the Meeting Dinner (Proudly sponsored by #####).
- One (1) Meeting delegate registration inclusive of all social functions.
- Corporate signage (supplied by sponsor) prominently displayed at the Meeting Dinner.
- The sponsor may provide a freestanding banner which will be positioned at the entrance to the Meeting Dinner venue (maximum size 2m high x 1m wide).
- Opportunity for organisation representative to present a ten (10) minute speech at the function. The person to speak will be decided upon in consultation with, and final approval from the Scientific Committee.
- Organisation logo will be printed on all dinner menus and tickets.
- Delegate list (including contact information) supplied after the Meeting\*\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*

### Welcome Reception Sponsor (Sunday 23 March 2020)

AUD \$11,000 (incl. GST) - Exclusive

The Welcome Reception provides the perfect opportunity for delegates to meet one another and network. This is an inclusive social function as part of the delegate registration and being the first official social networking event of the Meeting is always well attended by delegates.

- Standard sponsorship entitlements outlined on page 7.
- Exclusive naming rights to the Welcome Reception (Proudly sponsored by #####).
- One (1) Meeting delegate registrations inclusive of all social functions.
- Acknowledgement as Welcome Reception Sponsor during the welcome address of the event.
- Corporate signage (supplied by the sponsoring organisation) prominently displayed at the Welcome Reception.
- Delegate list (including contact information) supplied after the Meeting\*\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*



## Program Theme Sponsor

AUD \$11,000 (incl. GST)

Shine a spotlight onto your brand by aligning with a Clinical Spotlight or specific session of the Meeting program. Compelling and interactive presentations will be made by frontline practice leaders and industry experts across critical areas of Leukaemia including Clinical Spotlights on the latest research and treatment. Themes include (One sponsor per theme):

- ❖ Epigenetics
- ❖ Lymphoid Malignancies: ALL and CLL (Includes Clinical Spotlight on CLL)
- ❖ Cell Therapy and Immunotherapy
- ❖ Stem Cells
- ❖ Donald Metcalf Oration
- ❖ Myelodysplastic Syndrome and Acute Myeloid Leukaemia (Includes Clinical Spotlight on AML)
- ❖ Genomics
- ❖ Lymphoma and Myeloma (Includes Clinical Spotlights on Lymphoma and Myeloma)
- ❖ Myeloproliferative Neoplasms including CML

Program Theme Session Sponsors will receive the following entitlements:

- Standard sponsorship entitlements outlined on page 7.
- Acknowledgement by the Session Chair at the commencement of the sponsored session
- Sponsor may provide logo, advert or a 30 second video to be displayed on the AV screen whilst delegates are being seated prior to the sponsored session. (Content provided by sponsor and pre approved by the Organising Committee)
- Delegate list (including contact information) supplied after the Meeting\*\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*



Delegates from NDLR 2018



## Scientific Poster Sponsor

AUD \$6,600 (incl. GST) - Exclusive

- Standard sponsorship entitlements outlined on page 7.
- Exclusive naming rights to the Poster Session within the Scientific program. Corporate logos/banners and/or slides would be prominently displayed during the session.
- Your organisation would be acknowledged as Poster Session Sponsor in the published book of abstracts.
- Two poster positions available for the sponsor to display a promotional style poster and their support of the education and development of leukaemia specialists throughout Australia.
- Award of a Poster Prize and acknowledgement of Sponsoring Organisation as providing the Poster Prize during the Scientific Program.
- Delegate list (including contact information) supplied after the Meeting\*\*.
- Promotional brochure (maximum four x A4 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*

## Notepad & Pen Sponsor

AUD \$3,300 (incl. GST) - Exclusive

- Standard sponsorship entitlements outlined on page 7.
- Each attendee would receive a pen and notepad supplied by the sponsoring organisation and both would display the sponsoring organisation's logo. Because attendees take notes using the exclusive pen/notepad, this sponsor option provides a highly visible long-term option for potential sponsors (sponsor to supply material). A mailing list of delegate contacts details would be provided after the Meeting\*\*.

## Catering Break Sponsor (Full day)

AUD \$2,750 (incl. GST) - Maximum 3

- Standard sponsorship entitlements outlined on page 7.
- Your organisation would receive exclusive naming rights to the catering breaks which would be announced during the scientific program. Corporate signage and promotional items (e.g. pamphlets/brochures), supplied by sponsoring organisation, would be prominently displayed during the breaks. Such signage and promotional items would be decided upon in consultation with and approval of the Organising Committee.



## New Investigator Travel Bursary

AUD\$1,650 (incl. GST)

For a sponsorship of \$1,650, your organisation may provide travel/registration assistance bursaries for new scientific investigators. The Scientific Committee will select abstracts from the registrants. The sponsoring organisation will receive:

- Standard sponsorship entitlements outlined on page 7.
- Naming rights to a New Investigator Travel Bursary.
- Acknowledgement of the Sponsor as providing the New Investigator Travel Bursary during the scientific program.
- Promotional brochure (maximum four x A3 pages per brochure) to be inserted in the satchel (sponsor to supply material). *Note: inserts must be approved by the Organising Committee.*

## Meeting Program Book Advertising

Half Page AUD\$1,800 (incl. GST) / Full Page AUD\$4,400 (incl. GST)

- AUD\$4,400 (incl. GST) - Full page colour advertisement in the Meeting handbook (the advertisement and artwork to be designed by the sponsoring organisation with approval from the Organising Committee)
- AUD\$1,800 (incl. GST) – Half page colour advertisement in the Meeting handbook (the advertisement and artwork to be designed by the sponsoring organisation with approval from the Organising Committee)

## Satchel Insert

AUD\$1,100 (incl. GST)

Brochure or promotional item or product sample

- Your organisation's product sample, promotional item or brochure can be inserted into each delegate's satchel (size inserts will be decided in consultation with and approval of the Organising Committee)



## Exhibition Networking Trestle Table

AUD \$4,000 (incl. GST) \*Was \$4,800

Each Trestle Table Display package includes the following:

- Trestle table display space includes:
  - One (1) trestle table, 1.8m length x 0.9m wide.  
\*Please note the exact size of the trestle table is subject to venue supply at the time of the meeting.
  - One (1) vertical poster board
  - Two (2) chairs
- One exhibitor pass
- A comprehensive exhibition manual
- Organisation name listed on exhibition page of Meeting website
- 50 word profile per organisation in the Meeting App\*
- Delegate list provided onsite  
\* This list will be provided onsite at the Meeting. Such lists will exclude any delegates who have withheld permission to publish their details in accordance with the Australian Privacy Act.



*\*Please note that the above picture is an example and does not depict the exact set up of your Trade display.*

### Complimentary exhibitor pass

FOC

- Morning and afternoon catering breaks/lunch
- Meeting satchel
- Meeting Program Book
- One (1) ticket to the Welcome Reception
- One (1) ticket to the Meeting Dinner
- Attendance to sessions

### Additional exhibitor pass

\$970 incl. GST

- Morning and afternoon catering breaks/lunch
- Meeting satchel
- Meeting Program Book
- One (1) ticket to the Welcome Reception



## Sponsorship/Exhibition Booking Form

Sponsorship & Exhibitions Manager  
 New Directions in Leukaemia Research 2020  
 Arinex Pty Ltd  
 Level 10, 51 Druitt Street  
 SYDNEY NSW 2000, Australia

T +61 2 9265 0700  
 F +61 2 9267 5443  
 E [sponsorship@arinex.com.au](mailto:sponsorship@arinex.com.au)  
 W [www.ndlr2020.com](http://www.ndlr2020.com)

Organisation name (for marketing purposes): \_\_\_\_\_

Organisation name (for invoicing purposes): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Postcode: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

Main Sponsor/Exhibitor Contact: Mr / Mrs / Ms / Other:  
 Name: \_\_\_\_\_  
 Position: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

A. SPONSORSHIP PACKAGE(S) REQUESTED	COST AUD\$
1. ....	.....
2. ....	.....

### B. EXHIBITION SPACE REQUESTED

Exhibition networking trestle table - AUD\$2,500 (incl. GST)

Preferred position(s) (refer to floor plan) ..... TOTAL AUD\$ .....

Please indicate companies you do not wish to be placed near\*: .....

*\*Subject to availability at the time of booking and may be subject to change.*

<b>AMOUNT PAYABLE A &amp; B</b>	AUD\$
50% deposit payable 30 days from date of invoice <b>(Full Payment/Balance due: 23 December 2019) (incl. GST)</b>	AUD\$

*Please note that your booking will not be processed unless all sections above and on the following pages are completed.*





**CREDIT CARD AUTHORISATION (Required)**

To secure your booking please complete the below credit card authorisation.

The below credit card will only be used to guarantee payment of past due invoices including cancellation fees. We will notify you by email prior to charging the card. However, Arinex is not obligated in any way to extend further terms.

**Please note all transactions by credit card will appear on your statement as payment to 'Meeting by Arinex'**

Please charge the total amount above to the following credit card

MasterCard     Visa Card     AMEX

Credit card number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Expiry Date: \_\_\_\_ / \_\_\_\_

CCV: \_\_\_\_

Name on card: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**PAYMENT DETAILS (please tick)**

We wish to pay via EFT. Bank details will be provided by the Sponsorship & Exhibition Managers with your tax invoice.

We wish to pay via the above credit card.

We wish to pay with a different credit card. (Please note- a separate booking form will be provided for you to include your credit card information)

Yes I have read and agree to the booking terms and conditions on the following page.

Authorised by: \_\_\_\_\_ (please print name)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

***Please note: All bookings under \$5,000 must be paid with credit card and the full amount will be charged at time of booking.***



## SPONSORSHIP BOOKING TERMS & CONDITIONS

1. Where appropriate, Goods & Services Tax (GST) is applicable to all goods and services offered by the Exhibition Managers and all prices in this document are inclusive of the GST. GST is calculated at the date of publication of this document. The Exhibition Managers reserve the right to vary the quoted prices in accordance with any movements in the legislated rate of the GST.
2. Sponsorship will be allocated only on receipt of a signed Booking Form and Booking Terms & Conditions. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable 30 days from the date of the tax invoice. The balance is due and payable by **23 December 2019**. Applications received after **23 December 2019** must include full payment. Payments for sponsorship of \$5,000 and under will be required to be paid by credit card and will be charged the full amount.
3. All monies are payable in Australian dollars.
4. All monies due and payable must be received by the Exhibition Managers prior to the event. No organisation will be listed as a sponsor in any official Meeting material until full payment and a booking form have been received by the Exhibition Managers.
5. If sponsorship payment is not received by **23 December 2019** you will receive an email notifying you that the authorised credit card supplied on the booking form will be charged for the remaining unpaid amount.
6. **CANCELLATION POLICY:** In the event of cancellation, a service fee of 50% of total fees applies for cancellations prior to **23 September 2019**. No refunds will be made for cancellations after this date and full payment will be due and payable. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable, and the Exhibition Managers will issue an invoice which will be payable within seven (7) days. After Sponsorship has been confirmed and accepted, a reduction in Sponsorship is considered a cancellation and will be governed by this cancellation policy. All communications regarding cancellation must be made in writing.
7. No sponsor shall assign, sublet or apportion the whole or any part of their sponsorship package except upon prior written consent of the Exhibition Managers.
8. Sponsorship monies will facilitate towards the successful planning and promotion of the Meeting in addition to subsidising the cost of management, communication, invited speakers, program and publications. Sponsorship monies are not expended on any entertainment incurred which is incidental to the activities of the Meeting.
9. Sponsorship entitlements including organisation logo on the Meeting website and other marketing material will be delivered only after receipt of the required deposit or full payment.
10. Sponsors whose agreed entitlements include the right to host an endorsed private function, will do so at their own expense and at a time and date approved by the Exhibition Managers and NDLR 2020.
11. Hosting of private functions in conjunction with the Meeting is limited to those Sponsors who have obtained such a right within their Sponsorship entitlements. The purpose of this condition is to avoid conflict between official Meeting functions and private functions.
12. The Delegate List may be used by the Sponsor (if entitled) for the purpose of contacting NDLR 2020 Meeting delegates only. The list must not be used for the purpose related to future Meetings and shall not be transferred in whole or in part to any third party. The Delegate List may be used for up to a twelve-month period from the start date of the Meeting. The inclusion of email addresses is at the discretion of the Meeting Managers.
13. You will exercise due care in and around the Meeting venue and in all matters related to your sponsorship of the Meeting so that no harm is caused.



14. You agree that no promise, warranty or representation has been made to you by the Exhibition Managers regarding any benefit expected or other expectation you may have regarding entry in this Agreement and that you alone bear full responsibility for the sponsorship package chosen by or allocated to you.
15. The Exhibition Managers will have no liability to you of any kind if anything not of their doing happens that you may consider causes you loss or damage of any kind. In the event of cancellation or interruption of the Meeting, the Exhibition Managers will have no liability to you other than any refund to which you may be entitled from the Meeting venue.
16. Privacy Statement –  
 YES, I consent to my details being shared with suppliers and contractors of the Meeting to assist with my participation, being included in participant lists and for the information distribution in respect of other relevant events organised by the Exhibition Managers.

## EXHIBITION BOOKING TERMS & CONDITIONS

1. Where appropriate, Goods & Services Tax (GST) is applicable to all goods and services offered by the Exhibition Managers and all prices in this document are inclusive of the GST. GST is calculated at the date of publication of this document. The Exhibition Managers reserve the right to vary the quoted prices in accordance with any movements in the legislated rate of the GST.
2. Exhibition display tables will be allocated only on receipt of the signed Booking Form and Booking Terms & Conditions. Preferred booth allocation is subject to availability and change. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable 30 days from the date of the tax invoice. The balance is due and payable by **23 December 2019**. Applications received after **23 December 2019**, must include full payment. Payments for exhibition of \$2,500 and under will be required to be paid by credit card and will be charged the full amount.
3. All monies are payable in Australian dollars.
4. All monies due and payable must be received by the Exhibition Managers prior to the event. No exhibitor will be allowed to commence move-in operations or be listed as an exhibitor in the on-site publications until full payment and a signed booking form have been received by the Exhibition Managers.
5. If exhibition payment is not received by **23 December 2019** you will receive an email notifying you that the authorised credit card supplied on the booking form will be charged the remaining unpaid amount.
6. Public and Product Liability insurance to a minimum of A\$20 million must be taken out by each exhibitor at their own expense. A copy of the organisation's public and product liability certificate must be submitted to the Exhibition Managers at the time of submitting the booking form or by no later than **23 December 2019**.
7. **CANCELLATION POLICY:** In the event of cancellation, a service fee of A\$1,000.00 applies per display table booking to cancellations on or before **23 September 2019**. No refunds will be made for cancellations after this date. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable, and the Exhibition Managers will issue an invoice which will be payable within seven (7) days. After space has been confirmed and accepted, a reduction in space is considered a cancellation and will be governed by the above cancellation policy. Reduction in space may result in relocation of exhibit space at the sole discretion of the Exhibition Managers. Any space not claimed and occupied before the specified time and date of move-in may be reassigned without refund. All communications regarding cancellation must be made in writing.
8. The Exhibition Managers reserve the right to rearrange the floor plan and / or relocate any exhibit without notice. The Exhibition Managers will not discount or refund for any facilities not used or required.



9. In the use of the exhibition space/booth/display table allocated to you, and at all times in and around the Meeting premises, you must: (a) exercise due care for the persons, property and premises of others and will be solely liable for any harm to any person, or loss of or damage to property or premises you or your personnel cause by any act or omission, whether or not found negligent; (b) not engage in any allegedly unlawful conduct; and (c) not use or display any material that is alleged to infringe the intellectual property (including any moral rights) of any other person. The Exhibition Managers reserve the right to terminate your use of the exhibition display table allocated to you, without liability to you, and you will be liable for any loss or damage suffered by the Exhibition Managers, if any of these things occur or are threatened by you.
10. No exhibitor shall assign, sublet or apportion the whole or any part of their booked space except upon prior written consent of the Exhibition Managers.
11. The Delegate List may be used by the Exhibitor for the purpose of contacting NDLR 2020 Meeting delegates only. The list must not be used for the purpose related to future conferences and shall not be transferred in whole or in part to any third party. The delegate list may be used for up to a twelve-month period from the start date of the Meeting.
12. In entering into this agreement, you acknowledge that no promise, warranty or representation has been made to you by the Exhibition Managers other than as contained in this document.
13. You will exercise due care in and around the Meeting venue and in all matters related to your sponsorship of the Meeting so that no harm is caused.
14. You agree that no promise, warranty or representation has been made to you by the Exhibition Managers regarding any benefit expected or other expectation you may have regarding entry in this Agreement and that you alone bear full responsibility for the display table package chosen by or allocated to you.
15. The Exhibition Managers will have no liability to you of any kind if anything not of their doing happens that you may consider causes you loss or damage of any kind. In the event of cancellation or interruption of the Meeting, the Exhibition Managers will have no liability to you other than any refund to which you may be entitled from the Meeting venue.
16. Privacy Statement –
  - YES, I consent to my details being shared with suppliers and contractors of the Meeting to assist with my participation, being included in participant lists and for the information distribution in respect of other relevant events organised by the Exhibition Managers.
  - NO, I do not consent.