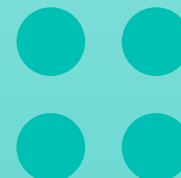




HILTON HOTEL SYDNEY

22-23 OCTOBER 2022

Sponsorship & Exhibition Prospectus



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ACA CONFERENCE 2022

22-23 October 2022
Hilton Hotel Sydney

The ACA Conference 2022 is an educational event that is primarily aimed at chiropractors. With extensive sponsorship opportunities and a large exhibition display, ACA Conference 2022 will enable your organisation to showcase your products and services at what is Australia's leading Chiropractic professional conference.

Don't miss out on being involved with ACA Conference 2022 in this unequalled opportunity for your organisation.

SPONSORSHIP OPPORTUNITIES 3
EXHIBITION OPPORTUNITIES 10



THE VENUE

ACA Conference 2022 will be held at the Hilton Hotel Sydney, 488 George Street, Sydney NSW, 2000.

Set in the heart of Sydney's Central Business District, the Hilton is adjacent to the Queen Victoria Building shopping arcade and within two kilometres of Darling Harbour entertainment district, the Sydney Opera House, and the Royal Botanic Gardens.



DATES

FRIDAY 21 OCTOBER

- Exhibition Bump In

SATURDAY 22 OCTOBER

- Conference Day One
- Conference Dinner

SUNDAY 23 OCTOBER

- Conference Day Two
- Exhibition Bump Out
- Closing Ceremony

*Dates and times in this prospectus are a guide only.
Exact bump in/out times will be confirmed closer to the event date.*

● ● MAJOR ● ● SPONSOR

\$22,000

EXCLUSIVE

As the sole Major Sponsor of ACA Conference 2022, your organisation will be the primary partner receiving the highest level of exposure and recognition during the event. We will work alongside you to provide the greatest opportunities at the conference that will attract the leaders in the chiropractic profession.

- Recognition as the Major Sponsor on the sponsor's page of the conference website, with company logo and hyperlink to your website.
- Recognition as the Major Sponsor with company logo on conference promotional information.
- Recognition as the Major Sponsor on the conference signage in the main registration area at the venue.
- Verbal acknowledgement as the Major Sponsor during the Opening Ceremony. Opportunity for a representative from your organisation to make a five minute presentation at the Opening Ceremony on day 1.

- Full page advertisement in the delegate handbook (artwork supplied by the sponsor). Acknowledgement as Major Sponsor with company logo on the front cover of the delegate handbook.
- Four complimentary exhibitor registrations – this includes daily catering and access to conference sessions.
- Four complimentary conference dinner tickets for Saturday night 22 October 2022.
- To help with our carbon footprint ACA conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- One 6 x 3 exhibition booth located in a prominent position.

● ● PLATINUM ● ● SPONSOR

\$17,000

ONE AVAILABLE

Platinum Sponsorship extends the opportunity to be a major contributor to ACA Conference 2022. As part of this fantastic package is an exhibition booth, as well as a variety of pre and post advertising opportunities. This unique marketing opportunity will enable you to meet the decision makers and promote your organisation during the forum through the following entitlements.

- Recognition as the Platinum Sponsor on the sponsor's page of the conference website, with company logo and hyperlink to your website.
- Recognition as the Platinum Sponsor with company logo on conference promotional information.
- Recognition as the Platinum Sponsor on the conference signage in the main registration area at the venue.
- Verbal acknowledgement as the Platinum Sponsor during the Opening Ceremony.
- Opportunity for a representative from your organisation to make a five minute presentation to delegates during the course of the conference at the discretion of the ACA.
- Full page advertisement in the delegate handbook (artwork supplied by the sponsor). Acknowledgement as Platinum Sponsor with company logo on the front cover of the delegate handbook.
- Two complimentary exhibitor registrations – this includes daily catering and access to conference sessions.
- Two complimentary conference dinner tickets for Saturday night 22 October 2022.
- To help with our carbon footprint ACA conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- One 6 x 3 exhibition booth located in a prominent position.

● ● GOLD ● ● SPONSOR

\$11,000

ONE AVAILABLE

Included in this great package is the opportunity to sponsor ACA Conference 2022 Welcome Drinks. This social event offers the opportunity to bring together delegates and exhibitors in an informal networking setting. Your organisation will have this unique opportunity to extend your brand of hospitality during the Conference through the following entitlements.

- Recognition as the Gold Sponsor on the sponsor's page of the Conference website with company logo and hyperlink to your website.
- Recognition as the Gold Sponsor with company logo on conference promotional information.
- Recognition as the Gold Sponsor on the conference signage in the main registration area at the venue.
- Verbal acknowledgement as the Gold Sponsor during the Opening Ceremony. Opportunity for a representative from your organisation to make a five minute presentation to delegates at the Welcome Drinks.

- Full page advertisement in the delegate handbook (artwork supplied by the sponsor). Acknowledgement as Gold sponsor with company logo on the front cover of the delegate handbook.
- Two complimentary exhibitor registration – this includes daily catering and access to conference sessions.
- Two complimentary conference dinner tickets for Saturday night 22 October 2022.
- To help with our carbon footprint ACA conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- One 3 x 3 exhibition booth located in a prominent position.

SILVER SPONSOR

\$8,000

ONE AVAILABLE

Silver Sponsorship extends the opportunity to be a major contributor to ACA Conference 2022. As part of this fantastic package is an exhibition booth as well as a variety of pre and post advertising opportunities. This unique marketing opportunity will enable you to meet the decision makers and promote your organisation during the forum through the following entitlements.

- Recognition as the Silver Sponsor on the sponsor's page of the Conference website with company logo and hyperlink to your website.
- Recognition as the Silver Sponsor with company logo on the Conference promotional information.
- Recognition as the Silver Sponsor on the conference signage in the main registration area at the venue.
- Verbal acknowledgement as the Silver Sponsor during the Opening Ceremony.
- Opportunity for a representative from your organisation to make a five minute presentation to delegates during the conference at the discretion of ACA.

- Full page advertisement in the delegate handbook (artwork supplied by the sponsor). Acknowledgement as Silver sponsor with company logo on the front cover of the delegate handbook.
- One complimentary exhibitor registration – this includes daily catering and access to conference sessions.
- Two complimentary conference dinner tickets for Saturday night 22 October 2022.
- To help with our carbon footprint ACA conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- One 3 x 3 exhibition booth located in a prominent position.

● ● DINNER ● ● SPONSOR

\$12,000

ONE AVAILABLE

The conference dinner will be the highlight of ACA Conference 2022. This is a unique opportunity to associate your organisation with the leaders in the chiropractic profession. This will also provide an outstanding opportunity to network with over 100 conference delegates from all areas of the profession.

- Recognition as the Dinner Sponsor on the sponsor's page of the Conference website with company logo and hyperlink to your website.
- Acknowledgement as the official sponsor of the conference dinner in the delegate handbook.
- Recognition as the Dinner Sponsor on the conference signage in the main registration area at the venue.
- Verbal acknowledgement as the Dinner Sponsor during the Opening Ceremony.
- Opportunity for a representative from your organisation to make a five minute address to delegates during the conference dinner.

- Full page advertisement in the delegate handbook (artwork supplied by the sponsor). Acknowledgement as Dinner sponsor with company logo on the front cover of the delegate handbook.
- Two complimentary exhibitor registrations – this includes daily catering and access to conference sessions.
- Four complimentary conference dinner tickets for Saturday night 22 October 2022.
- To help with our carbon footprint ACA conference 2022 will offer a virtual bag, which means company flyers will be emailed to attendees prior to the event.
- One 3 x 3 exhibition booth located in a prominent position.

● ● BRONZE ● ● SPONSOR

\$5,500

SESSION SPONSOR – 3 AVAILABLE

By electing to sponsor a session of one of the three conference streams, your organisation will receive the highest level of exposure and recognition through the following entitlements.

- Recognition as a Bronze Sponsor on the sponsor's page of the conference website with company logo and hyperlink to your website.
- Recognition as a Bronze Sponsor on the conference signage in the main registration area at the venue.
- One ½ page advertisement in the main conference handbook (artwork supplied by the sponsor – advertisement will be placed where best suited).
- One complimentary exhibitor registration – this includes daily catering (including access to conference sessions).
- To help with our carbon footprint ACA conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- One 3 x 3 exhibition booth located in a prominent position.

● ● CONFERENCE HANDBOOK

● ● SPONSOR \$1,500

The Conference Handbook is a key reference tool for delegates during the conference, containing important information including speaker information, exhibitor listings, venue maps and the conference timetable.

Every delegate will receive a printed copy of the conference handbook upon registration. As the exclusive sponsor of the handbook you will receive the following benefits:

- Recognition as the Handbook Sponsor on the sponsor's page of the Conference website with company logo and hyperlink to your website.
- Your logo displayed in the Conference Handbook.
- Recognition as the Handbook Sponsor on the conference signage in the main registration area at the venue.
- One ½ page advertisement in the conference handbook (artwork supplied by the sponsor – advertisement will be placed where best suited).

● ● VIRTUAL INSERT

● ● SPONSOR \$400

To help with our carbon footprint ACA Conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.

Booking deadline is 30 August 2022.

EXHIBITION

A feature of ACA Conference 2022 is the networking that takes place several times each day within the exhibition area.

The exhibition will be held in the exhibition area on Level 3 of the Hilton Hotel, Sydney for the entire conference, commencing with bump-in on Friday 21 October and closing on Sunday 23 October 2022, giving exhibitors the unique opportunity to market, advertise and promote to Australia's chiropractic profession attending the event.

EXHIBITION HOURS*

SATURDAY 22 OCTOBER

7.30am - 5.00pm

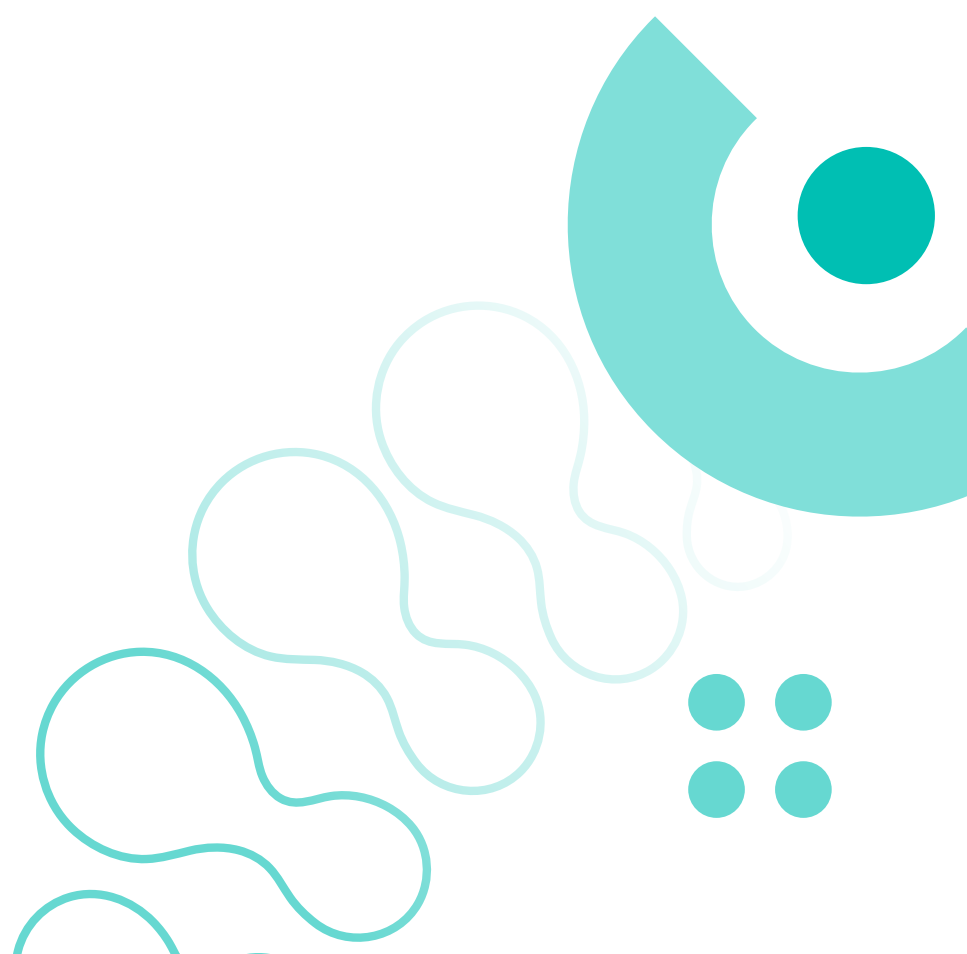
SUNDAY 23 OCTOBER

7.30am - 2.30pm

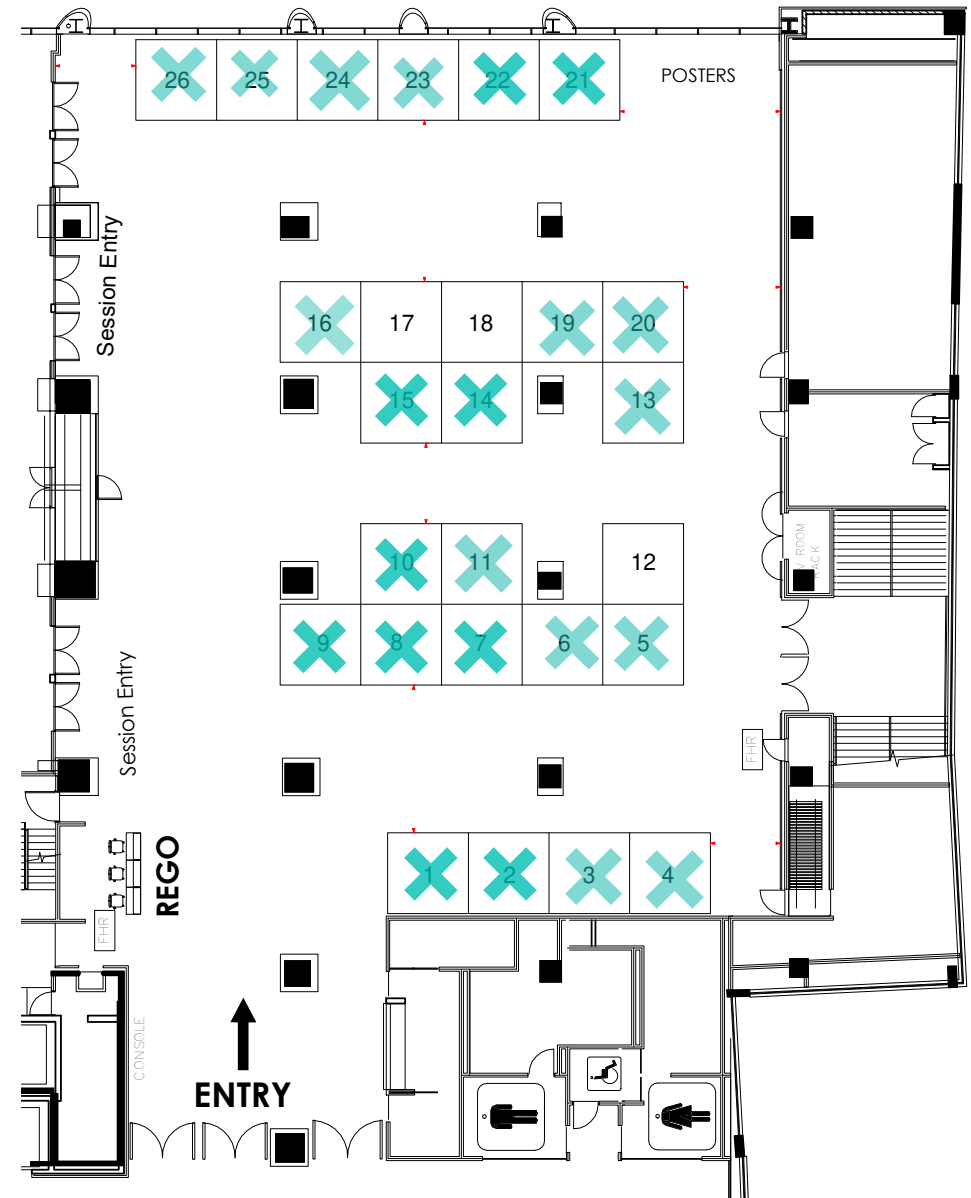
Morning tea Sat/Sun	10.30am - 11.00am
Lunch Saturday	12.00pm - 1.00pm
Afternoon tea Saturday	3.00pm - 3.30pm
Lunch Sunday	1.30pm - 2.30pm

**The above times are a guide only and will be confirmed closer to the conference date.*

To maximise trade representative and delegate interaction, the Saturday and Sunday lunches and all refreshment breaks, including arrival tea/coffee, during the conference period will be served in the exhibition area along with the Friday night welcome drinks.



EXHIBITION FLOOR PLAN



EXHIBITION OPTIONS

SINGLE BOOTH 3X3

\$3,300

Inclusions:

- White Octanorm booth 3m x 3m x 2.5m with white melamine infill panels. Fascia signage – Digital print fascia sign featuring white lettering on single colour.
- Two spotlights mounted onto fascia board.
- One 240V/4amp general purpose outlet.
- Exhibitor listing within the delegate handbook.
- To help with our carbon footprint the ACA Conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- Single Booth - Catering for 1 staff member.

EQUIPMENT HIRE

Furniture is available for hire through Exponet. Further information will be sent via email.

DOUBLE BOOTH 6X3

\$4,600

Inclusions:

- White Octanorm booth 6m x 3m x 2.5m high white melamine infill panels.
- Fascia signage – Digital print fascia sign featuring white lettering on single colour.
- Four spotlights mounted onto fascia board.
- Two 240V/4amp general purpose outlet.
- Exhibitor listing within the delegate handbook.
- To help with our carbon footprint the ACA Conference 2022 will offer a virtual bag which means company flyers will be emailed to attendees prior to the event.
- Double Booth - Catering for 2 staff members.

HOW TO BOOK A BOOTH

To become an exhibitor simply complete the form on page 13 and return to ACA Limited by email events@chiro.org.au or post to PO Box 255, Parramatta, NSW, 2124

**Exhibition spaces are limited and do book out. To ensure your opportunity to exhibit, book in early for ACA Conference 2022.*

EXHIBITOR DETAILS

Organisation name: _____

Contact name: _____

Postal address: _____

Town: _____ State: _____ Postcode: _____

Phone: _____

Fax: _____

Mobile: _____

Email: _____

Website: _____

EXHIBITOR OPTIONS

☐ **SINGLE BOOTH** (3m x 3m) @ \$3,300.00

Booth number preference:

Please indicate two booth numbers from the exhibition floor plan (on page 11) in order of preference.

1. 2.

DOUBLE BOOTH (6m x 3m) @ \$4,600.00

Booth number preference:

Please indicate two booth numbers from the exhibition floor plan (on page 11) in order of preference.

1. 2.

☐ I/we understand that space will be allocated strictly in accordance with the date of application and payment, and that sponsors' booths will be allocated first. Deposits or full payments not made with the application will not be accepted by ACA Limited.

☐ Enclosed are our credit card details for 50% of the booth.

☐ Enclosed are our credit card details for full cost of the booth.

PAYMENT

☐ **PAYMENT BY MASTERCARD/VISA**

Please complete the 2022 Annual Conference Exhibition and Booking Form via the link below:

bit.ly/ConferencePaymentForm

PAYMENT BY ELECTRONIC FUNDS TRANSFER (EFT)

If you would like to make your payment by EFT please make a direct deposit to:

Account name: Australian Chiropractors Association

BSB number: 062 589

Account number: 1084 8463

Reference: Organisation name (eg. Jo Blogs Ltd)

PLEASE RETURN THIS FORM

Email: events@chiro.org.au

Post: Australian Chiropractors Association, PO Box 255,
Parramatta NSW 2124

For all enquiries, email Debbie Kelly at
events@chiro.org.au or phone 02 8844 0415

SPONSORSHIP BOOKING FORM

Complete the form below to express your interest in taking out sponsorship at ACA Conference 2022. Forms can be returned by email or post (see company details box below) or phone Debbie Kelly, Events Coordinator on (02) 8844 0415.

COMPANY DETAILS

Organisation name: _____

Contact name: _____

Postal address: _____

Town: _____ State: _____ Postcode: _____

Phone: _____

Fax: _____

Mobile: _____

Email: _____

Website: _____

COMPANY DETAILS

- ☐ Major Sponsor
- ☐ Platinum Sponsor
- ☐ Gold Sponsor
- ☐ Silver Sponsor
- ☐ Dinner Sponsor
- ☐ Bronze Sponsor
- ☐ Conference Handbook Sponsor
- ☐ Exhibition Booth (booking form on page 13)

COMPANY DETAILS



PO Box 255
Parramatta NSW 2124



(02) 8844 0415



events@chiro.org.au

SPONSORSHIP AND EXHIBITION PAYMENT CONDITIONS

These conditions have been effected for the mutual benefit of the chiropractic profession, associated sponsor and exhibition companies, supporting venue and staging organisations and the Australian Chiropractors Association Limited. We appreciate your compliance with these terms.

1. All prices in this document are inclusive of GST.
2. The Sponsorship and Exhibition Booths will be allocated strictly in accordance with the date of receipt of application form and payment.
3. A 50% deposit is required and must be sent with the application form. The balance for Exhibition Booths is to be paid no later than the 30 June 2022. A letter of confirmation will be provided, together with a tax invoice for the full amount payable.
4. Sponsorship is to be paid in full upon application. A letter of confirmation will be provided, together with a tax invoice for the full amount payable.
5. Exhibitors must abide by the rules of the Hilton Hotel Sydney. Bump-in and Bump-out times must be strictly adhered to.
6. Full payment must be received prior to the event. No sponsor or exhibitor will be allowed to participate until full payment has been received by the due dates.
7. Should you wish to make a direct deposit please see page 13 for details.
8. Should cancellation of the conference be instigated by ACA Limited, all monies paid by a sponsor or exhibitor will be refunded plus a 5% penalty fee.
9. Should a sponsor or exhibitor cancel prior to 30 June 2022, a service fee of 50% will apply. No refunds on sponsorships and exhibition will be made for cancellation after this date.
10. ACA Limited reserves the right of refusal of any application and no reason will be offered in the event that this occurs.



SPONSORSHIP AND EXHIBITION TERMS AND CONDITIONS

These conditions have been effected for the mutual benefit of the chiropractic profession, associated sponsor and exhibition companies, supporting venue and staging organisations and the Australian Chiropractors Association Limited. We appreciate your compliance with these terms.

1. No sub-letting/sharing of booths or display stand space is permitted.
2. Equipment emanating higher than reasonable noise levels must be identified and approved prior to acceptance by ACA Limited.
3. Sponsors and exhibitors will respect the rights of fellow exhibitors and maintain appropriate care of the property of the Hilton Hotel Sydney and Exponet.
4. No promotional material may be distributed (eg on seats in educational presentation areas) or displayed outside of the booth without permission by ACA Limited.
5. No individual exhibitor may instigate external or cross promotion relating to chiropractic or chiropractors during the period of the conference without consultation and permission by ACA Limited.
6. Sponsors and exhibitors are responsible for providing all their requirements ie banners, promotional material and other material within the timelines outlined in this prospectus.
7. Sponsors and exhibitors are responsible for the security of all their equipment and materials while at the conference.
8. The event organiser, ACA Limited and the venue, Hilton Hotel Sydney, will not be held liable for damage or loss of goods or equipment while at the conference.
9. Whilst every care is taken in the program content/structure, the event organiser, ACA Limited, reserves the right to alter/substitute components to the event as deemed appropriate.



SPONSORSHIP AND EXHIBITION INSURANCE REQUIREMENTS

1. Insurance is the responsibility of the individual sponsor and/or exhibitor.
2. All sponsors and exhibitors are required to ensure they are covered for Public and Products Liability Insurance of no less than \$10 million.
3. A copy of your Public Liability Certificate of Currency from your insurer must be sent to the Australian Chiropractors Association Limited (no later than Friday 2 September 2022) and must state the following:
 - Cover Amount: At least \$10 million
 - Cover Period: 1.00pm Friday 21 October 2022 to 5.00pm Sunday 23 October 2022.
 - Includes cover for 'exhibitors' for anywhere in Australia (or similar wording). Dates cover the conference bump in/out periods.
 - Notes the interests of Australian Chiropractors Association Limited as principal in organising the Conference
4. Please note that whilst security is provided, neither the Australian Chiropractors Association Limited, nor the Hilton Hotel Sydney will be held responsible for the safety of any exhibits or personal belongings of any kind brought into the exhibition by exhibitors.
5. Exhibitors must carry all necessary insurances including insurances to cover all exhibits and personal possessions against damage, loss and public liability insurance against injury to the person and property of others.

EQUIPMENT HIRE

In the event of industrial disruptions or natural disasters, the Australian Chiropractors Association Limited cannot accept responsibility for any financial losses incurred by exhibitors, nor for injury or damage to persons or property occurring during the conference. Insurance is the responsibility of the exhibitor.

**Exposure in the Conference handbook is determined by confirmation of sponsorship or exhibition prior to print deadlines (17 September 2022). To maximise exposure, please confirm your participation by the earliest date possible.*