

## TENZ 2019 National Conference

1 – 3 October 2019

Auckland, New Zealand

w: <https://tenz.org.nz/2019-conference>

Contact conference organisers: <https://tenz.org.nz/contact>



## Sponsorship Opportunities

The conference is offering a limited number of sponsorship opportunities designed to provide sponsors with maximum exposure and coverage during the conference.

### Sponsorship and trade display packages

<i>Packages</i>	<i>Costs</i>
Platinum	\$10000
Gold	\$7000
Silver	\$5000
Bronze	\$3000
Trade Display	\$1500
Morning/afternoon Tea	\$500
Conference Bag	\$1500
Conference Bag Insert	\$400
All sponsorships exclude GST	

### Platinum Sponsorship \$10,000 + GST

- Acknowledgement at the opening and closing sessions
- Acknowledgement and involvement in conference dinner
- Three full registrations with three conference dinner tickets
- Company logo printed on the inside of the front cover of the conference handbook
- One full A4 page advertisement in the conference handbook
- First tier choice of the position of your two trade display spaces
- Company banner displayed in the main conference hall (supplied by your company)
- One piece of promotional literature and any number of 'vouchers and freebie giveaways' in the delegate bags
- Company name/logo displayed on the front page of the conference website
- Company logo hyperlinked to your website on the sponsorship page of the conference website
- Company details and/or promotions (provided by your company) included on separate page on the conference website
- Company logo and biography included in the conference handbook
- Company name/logo displayed in every edition of the TENZ newsletter for one year
- Acknowledgement and company information provided to technology lecturers at all leading initial teacher education providers (Teachers' Colleges)
- Acknowledgement and company information provided on Technology Teachers Facebook page
- Acknowledgement and company information provided to all TESAC groups (HETTANZ, DDTA, NZGTTA)
- Acknowledgement and company information provided to organisers of NZ Primary Teachers Conference

- Delegate list

### **Gold Sponsorship \$7,000 + GST**

- Acknowledgement at the opening and closing sessions
- Two full registrations with two conference dinner tickets
- One half A4 page advertisement (provided by your company) in the conference handbook
- Second tier choice of the position of your one trade display space
- One piece of promotional literature and any number of 'vouchers and freebie giveaways' (excluding drink bottles) in the delegate bags
- Company name and logo displayed on the sponsorship page of the conference website and hyperlinked to your website
- Company logo and biography included in the conference handbook
- Company name/logo displayed in every edition of the TENZ newsletter for one year
- Acknowledgement and company information provided to technology lecturers at all leading initial teacher education providers (Teachers' Colleges)
- Acknowledgement and company information provided on Technology Teachers facebook page
- Acknowledgement and company information provided to all TESAC groups (HETTANZ, DDTA, NZGTTA)
- Acknowledgement and company information provided to organisers of NZ Primary Teachers Conference
- Delegate list

### **Silver Sponsorship \$5,000+ GST**

- Acknowledgement at the opening and closing sessions
- One full registration
- One half A4 page advertisement (supplied by your company) in the conference handbook
- Third tier choice of the position of your one trade display space
- Company name and logo displayed on the sponsorship page of the conference website and hyperlinked to your website
- Company logo and biography included in the conference handbook
- One piece of promotional literature and any number of 'vouchers and freebie giveaways' (excluding drink bottles) in the delegate bags
- Acknowledgement and company information provided to technology lecturers at all leading initial teacher education providers (Teachers' Colleges)
- Acknowledgement and company information provided on Technology Teachers facebook page
- Delegate list

### **Bronze Sponsorship \$3,000 + GST**

- Acknowledgement at the opening and closing sessions
- One full registration
- One quarter A4 page advertisement (supplied by your company) in the conference handbook
- Company logo displayed on the sponsorship page of the conference website and hyperlinked to your website
- Delegate list

### **Trade Display \$1,500 + GST**

- Conference materials (conference bag, handbook, proceedings)
- Thumbnail company logo displayed on the sponsorship page of the conference website and hyperlinked
- One trade display space (3m wide x 1.8m deep)

### **Morning or afternoon tea Catering Sponsorship - \$500 + GST**

- Space for A4 'Table Talkers' or flyer on tables
- Sponsor acknowledgement in the conference handbook
- Sponsor acknowledgement at morning/afternoon tea break

### **Conference Bag Sponsorship \$1,500 + GST**

- Sponsor provides the company logo and design to be printed on satchels that will be distributed to all registered delegates attending the conference.
- Company name and logo displayed on the sponsor page of the conference website and hyperlinked to your website
- One piece of promotional literature and any number of 'freebie giveaways' (excluding drink bottles) in the delegate bags
- Delegate list

### **Conference Bag Insert \$400 + GST**

- One A4 page supplied by your company to be inserted into the delegate bags (A4 page may be substituted with note pads, pens or other promotional items excluding drink bottles).

## **Trade Display Opportunities**

The conference provides a limited number of trade display opportunities within the bounds of the conference venue. This display area will provide an opportunity to showcase products and services related to technology education.

Trade displays will be held on the ground floor of Albany Senior High School, Auckland. Platinum sponsors will be first to negotiate the position of their two trade displays. Selections must be made before 9:00, the day before the conference (30 Sept). Gold sponsors have the opportunity to negotiate their one trade display position before 9:15. The Silver sponsors need to negotiate their position before 9:30. At 10 all other sponsors and trade displays can decide and negotiate positions before setting up. Displays can be indoor, outdoor and around the main gathering area of the conference. All lunches, morning teas and afternoon teas will be served in and around the display area.

### **Trade Display Details**

The trade displays are expected to be open during the following hours:

Tuesday 1 October	0800 – 1700
Wednesday 2 October	0800 – 1700
Thursday 3 October	0800 – 1330
<i>Move in and Set up</i>	
Monday 30 September	0900 – 1900
<i>Dismantling and Move Out</i>	
Thursday 3 October	1330 – 1530

### **Currency**

Prices do not include GST and are quoted in New Zealand Dollars.

### **Cancellation Policy**

In the event of withdrawal of sponsorship or trade display booking, unless that particular area of sponsorship is resold, the conference will reserve the right to retain the deposit received.

### **Further Information**

Please see our Terms and Conditions below and for further information or to discuss your sponsorship or trade display needs, contact conference organisers: <https://tenz.org.nz/contact>



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**Application to Sponsor or Trade Display**

Company/Organisation	
Contact name	
Address	
City	
Phone	
Fax	
Email	

I understand that the sponsorship or trade display will be allocated in order of application and deposit.

I have read and accept the attached Terms and Conditions.

I would like to take up the following Sponsorship and/or Trade Display opportunities.

1		NZ\$
2		NZ\$
3		NZ\$

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name (please print) \_\_\_\_\_

## **Terms and Conditions**

The following Terms and Conditions apply to all applications to the TENZ 2019 National Conference organising committee (the Conference Committee) for sponsorship or trade display at the TENZ 2019 National Conference.

### **Payment**

- a. A 50% deposit of the total cost is required with the application to sponsor or trade display. This deposit is non-refundable and must be received before sponsorship or trade display can be confirmed.
- b. Payment for sponsorship and trade display must be made in full within 30 days of confirmation. If full payment is not received within 30 days of confirmation, the application may be considered cancelled, and sponsorship and/or trade display space may be reassigned.

### **Cancellation and withdrawal**

- a. Sponsors and trade displayers are required to inform the Conference Committee as soon as possible if they find they must cancel either their sponsorship or trade display space reservations. However, the cancellation will only become effective upon receipt of written notice (email is acceptable) from the sponsor and/or trade displayer.
- b. In the event of withdrawal of sponsorship or trade display space booking, unless that particular display area of sponsorship is resold, the organisers reserve the right to retain the deposit received.
- c. If the cancellation notice is received by the Conference Committee:
  1. Prior to 1 August 2019 a refund of 50% of the deposit will be made.
  2. After the 1 August 2019 no refund will be forthcoming. Conference management may reassign unoccupied spaces.

### **Assignment of space**

Trade display space will be assigned by the Conference Committee.

### **Use of Trade Display space**

- a. Trade displays are confined to products manufactured by or services rendered by the trade displayer.
- b. During the conference hours, a company representative must staff each trade display substantially at all times.
- c. All material used in trade displays must conform to all appropriate regulations.
- d. No cementing, nailing, tacking, taping or attaching of any material to the floor, walls or columns will be permitted unless with the prior approval of the Conference Committee.

### **Arrangement of Trade Displays**

- a. The Conference Committee must approve all equipment displayed.
- b. All trade displays must remain intact until 1.30pm on the final day of the conference.
- c. Should any trade displayer dismantle prior to the appointed hour consent must be obtained from the Conference Committee, or else a NZ\$1000 fine may be imposed on the trade displayer.

### **Change of Location or Cancellation of Trade Display**

- a. If for any reason the selected conference and trade display place is unavailable for exhibiting and any contingencies, in the opinion of the Conference Committee, would greatly prohibit or limit attendance at the conference, then the Conference Committee has the right to cancel the trade display or move the trade display to another facility. The Conference Committee shall not be liable for any expenses incurred by such changes.
- b. In the event of cancellation of the trade display, the Conference Committee will refund to trade displayers all space charges paid by them.

### **No Animals**

No animals are permitted within the trade display area prior, during or after the conference. Guide dogs for the blind are an exception.

### **Liability**

- a. Neither the Conference Committee, nor the venue assumes responsibility for the protection and safety of sponsors or trade displayers, their representatives, agents or employees, for the protection of trade displays or other property secured or removed after hours.
- b. Each sponsor and trade displayer agrees to indemnify the Conference Committee, including its staff, agents and contractors, and the other trade displayers at the conference, from and against any and all claims, losses, damages, liabilities, and expenses, including attorneys' and consultants' fees and expenses and court costs incurred by the Conference Committee, or other trade displayer, in defending against any claim arising out of the injury to persons or property caused by any act or omission of the trade displayer or their representatives, agents, employees or contractors.

### **Waiver**

The exhibitor hereby waives any right to claim specific performance of any obligation of the Conference Committee.

### **Committee rights**

The Conference Committee reserves the right to negotiate and conclude arrangements with sponsors and trade displayers at their discretion and for the benefit of the TENZ 2019 Conference.

### **Interpretation and Enforcement**

- a. These regulations become part of the contract between the sponsor and/or trade displayer and the TENZ 2019 Conference Committee, which has full power of interpretation and enforcement of these rules and may amend them at any time. Changes shall only be made to the contract if there are compelling reasons for doing so not known at the time the contract was signed. In the event that changes are required after the contract has been signed the client shall be advised of the proposed changes and given time to make submissions on the proposed change.
- b. The Conference Committee shall take all submissions made on behalf of the client into account.

### **Time of the Essence**

- a. The parties acknowledge that this is an agreement in which time is of the essence and that the Conference Committee shall be entitled to give sponsors and trade displayers written or verbal notice to immediately remedy any breaches of this agreement.