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RANZCOG
**Annual Scientific
Meeting 2020**
Hobart

A V I S I O N
F O R T H E
F U T U R E

Sponsorship & Exhibition Prospectus

13-16 September | Hotel Grand Chancellor, Hobart, Tasmania
ranzcoasm.com.au

Join us in Hobart



The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) 2020 Annual Scientific Meeting will be held at the Hotel Grand Chancellor, Hobart between Sunday 13 and Wednesday 16 September 2020.

The theme for this year's meeting, RANZCOG 2020, 'A Vision for the Future' intends to build on last year's ASM and look ahead to the major challenges we all face as our specialty continues to evolve. Our speakers have been carefully chosen to present the latest updates, controversies, and future strategies for this current age we live and practice in – one of digital distraction and of course, the current climate emergency, and its effect on women's health. The program will address gender equality issues on a local and global scale, and as opportunities arise for women in alternative fields, what this means in a practical sense.

We will also bring to you the latest in translational research, and examine the ongoing dilemma of how to ensure appropriate surgical exposure for our trainees.

Scientific Program

The program will include plenary and concurrent sessions that may cover topics such as:

- Contraception
- Current Influences on Women's Health and Global Women's Health
- Fertility and Reproductive Health
- Fetal Medicine
- Imaging
- Indigenous Women's Health
- Labour and Obstetric Complications
- Medical Education
- Menopause
- Obstetric Medicine
- Office Gynaecology
- Paediatric and Adolescent Gynaecology
- Prenatal diagnosis
- Psychosomatic Issues in Obstetrics and Gynaecology
- Sexual and Reproductive Health
- Stillbirth
- Urogynaecology and Mesh

About the College

RANZCOG is dedicated to the establishment of high standards of practice in obstetrics and gynaecology and women's health. The College trains and accredits doctors throughout Australia and New Zealand in the specialties of obstetrics and gynaecology so that they are capable of providing the highest standards of healthcare.

The College also supports research into women's health and acts as an advocate for women's healthcare by forging productive relationships with individuals, the community and professional organisations, both locally and internationally.

As such, RANZCOG:

- Sets the individual curricula, training programs and assessments to ensure that those graduating have the essential attributes and key competencies expected for clinical competency and effective practice as a medical practitioner, specialist or subspecialist within the chosen scope of practice.

- Advocates on women's health issues across Australia and New Zealand.
- Provides advice to Federal and jurisdictional Government committees and other organisations.
- Develops best practice advice on issues relating to obstetrics and gynaecology offered in a range of formats including Patient Information Pamphlets and College Statements, Clinical Practice Guidelines, Positions and Communiqués.
- Supports and develops educational initiatives, programs and resources for health professionals in Indigenous women's health and those in Asia and the Pacific.
- Provides a Continuing Professional Development program facilitating training, continuing education, peer review and lifelong learning.
- RANZCOG has more than 6,500 members in Australia, New Zealand and internationally.



Venue

Hotel Grand Chancellor Hobart is perfectly located as the venue for the 2020 RANZCOG ASM. Located in the centre of Hobart, it's only a short walk to the Wharf District and Hobart's up and coming food scene.

Hotel Grand Chancellor, 1 Davey Street, Hobart TAS 7000

T: (03) 6325 4535

W: grandchancellorhotels.com

Your opportunity to be involved

Obstetrics and gynaecology is a unique specialty, in that it combines elements of both surgery and medicine. Highly trained specialist obstetrician-gynaecologists may have exposure to surgery through both operative obstetrics and gynaecology, and medicine through endocrinology, oncology, internal medicine, and medical imaging.



You are invited to partner with RANZCOG and participate in the 2020 ASM by way of sponsorship and/or exhibition. A very limited number of sponsorship packages are available, all of which can be tailored towards your company objectives.

In addition, an exhibition enabling you to showcase your latest products and services will be available. There are a number of benefits of participation in the meeting, including:

- Demonstrating your commitment to, and support of, women's health
- Generating quality business leads
- Increasing your company profile
- Creating new business opportunities

RANZCOG very much appreciates the support of our partners. To assist our supporters, the Organising Committee has provided a number of opportunities for engagement between delegates and sponsors/exhibitors throughout the meeting by serving all meal breaks (morning tea, lunch, afternoon tea) and the welcome function held on the first evening in the exhibition area.

Why be involved?

While the RANZCOG ASM has always been a highly regarded fixture in the calendar, recent years have seen the event go from strength to strength. RANZCOG has invested significantly in its flagship annual networking and education event and has an in-house team, supported by the professional conference organiser, working year-round to build momentum for the ASM.

Feedback from sponsors and exhibitors over many years has, time and time again, shown that participation in the RANZCOG ASM is a strategic activity that assists in reaching a large number of existing and potential clients. Partners at previous meetings have commented:

- The RANZCOG ASM is a great opportunity to meet opinion leaders in the one place
- It is our key meeting for obstetricians and gynaecologists
- Very well organised and a perfect opportunity to get face time with our customers
- The RANZCOG ASM always provides an excellent platform for face-to-face interaction with the delegates, coupled with relevant program topics.
- A significant, and very well-run event, enabling us to connect personally with our valued members.
- Excellent interest with good clinical discussions

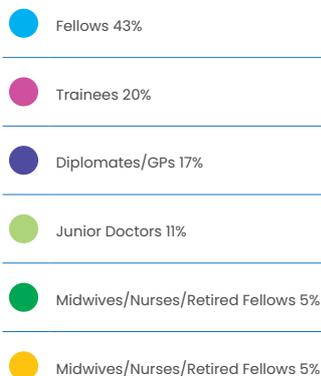
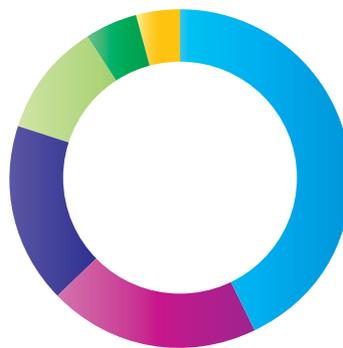
Who will attend?



It is estimated that 1,200 delegates from all Australian states and territories, New Zealand, the Asia Pacific region and further afield will be attending the meeting.

The largest cohort of delegates are Fellows (43%). However, RANZCOG Trainees (20%), Diplomates/GPs (17%), and other health professionals will attend. The remaining 20% of attendees will be made up of Medical Students, Junior Doctors, Midwives, Retired Fellows, and Pacific Specialists and Trainees.

Building on the success of previous RANZCOG ASMs the Organising Committee have developed a program that will see three days of scientific presentations, together with pre-meeting workshops and an exciting social program, ensuring that this prestigious annual meeting continues to be the highlight of the College education calendar.



Organising Committee

Dr Lindsay Edwards
Co-Chair Scientific Program/
Maternal Fetal Medicine
Representative

Dr Amanda Dennis
Co-Chair Scientific Program/
Gynaecology Representative

Dr Kristine Barnden
Environmental Representative

Dr Stephen Bradford
Social Program Representative

Dr Francis Clark
Antarctic Correspondent

Dr Meg Creely
GP Representative

Dr Benedict Dhanaraj
Committee Member

Dr Waduge Dhanushi Fernando
Trainee Representative

Dr Emily Hooper
Committee Member

Dr Frank O'Keeffe
RANZCOG Council Representative

Dr Naomi Saunder
Committee Member

Erin Kealley
RANZCOG Membership Manager

Sara MacArthur
RANZCOG Senior Event Coordinator

Kathleen McKinn
RANZCOG Event Coordinator

Madeleine Bowers
Vic/Tas Regional Office Coordinator

Lee-Anne Harris
RANZCOG Sponsorship Manager

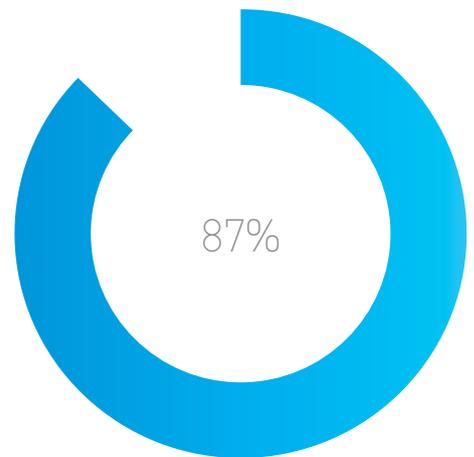


Sponsorship Opportunities

RANZCOG is pleased to offer an extensive array of opportunities for your involvement in the meeting. Whether it be Gold Sponsorship, and the significant presence that this offers, or if you just want to be a little more visible this year, there are a wide range of options for you to select from. These are listed in the following pages. Please note all opportunities are subject to availability and will be offered on a first come, first served basis (and subject to approval of the Organising Committee and ASM Secretariat).

All prices are in Australian dollars and inclusive of GST.

The majority (87%) of respondents indicated that the meeting met their expectations.



Premium Opportunities



“The RANZCOG ASM is a great opportunity to meet opinion leaders in the one place.”

Gold Sponsorship

\$43,000

One Opportunity

- Complimentary prime exhibition floor space measuring 6.0m x 6.0m = 36.0sqm raw space
- 8 exhibitor registrations for your company representatives to attend
- 3 x complimentary inserts in delegate satchel
- 2 x A4 full-colour advertisement in Meeting handbook
- Company logo on title slides during the opening ceremony
- Verbal acknowledgement of your support at opening and closing ceremonies
- Company logo on session holding slides (where plenary or concurrent session is not sponsored by another organisation)
- Company logo acknowledgement on Meeting website
- Hotlink embedded into your company logo on Meeting website
- Acknowledgement on official sponsors board
- Acknowledgement in program handbook
- Delegate list available one month and two weeks prior (subject to compliance with privacy legislation)

In addition to the above benefits, the Gold Sponsors may select **two** of the sponsorship opportunities options listed on the following pages.

Silver Sponsorship

\$25,000

Four Opportunities

- Complimentary exhibition floor space measuring 6.0m x 3.0m = 18.0sqm raw space. This can be utilised as raw space or 2 adjoining booths
- 4 exhibitor registrations for your company representatives to attend
- 2 x complimentary inserts in delegate satchel
- 1 x A4 full-colour advertisement in Meeting handbook
- Company logo on title slides during opening ceremony
- Verbal acknowledgement of your support at opening and closing ceremony
- Company logo on session holding slides (where plenary or concurrent session is not sponsored by another organisation)
- Company logo acknowledgement on Meeting website
- Hotlink embedded into your company logo on Meeting website
- Acknowledgement on official sponsors board
- Acknowledgement in program handbook
- Delegate list available two weeks prior (subject to compliance with privacy legislation)

In addition, Silver Sponsors may choose **one** of the sponsorship opportunities listed on the following pages.



Session Filming

\$12,000

Exclusive Opportunity

This option provides your organisation with the opportunity to sponsor the filming and production of presentations delivered at the Meeting. All filmed presentations will be made available to the membership and trainees of RANZCOG via a secure link from the RANZCOG website. The presentations will also become an integral component of the RANZCOG eLearning platform that services all RANZCOG trainees, as well as providing continuing professional development opportunities for Fellows and Diplomates. Should you choose this sponsorship, your organisation will be provided with long-lasting recognition of your support and the ongoing education of not only those who attended the Meeting, but also to the wider membership.

Entitlements

- Logo placement on landing page of website where content is hosted
- Acknowledgement in the program handbook

Meeting App

\$12,000

Exclusive Opportunity

This is your chance to sponsor the technology that is the main method of communicating with Meeting delegates.

An official Meeting App will be available before, during and after the Meeting, extending the value of your sponsorship well beyond the meeting dates. The App will be available via traditional computer download, iPad, tablets and smartphones. Over 95% of delegates download and use the App. Each time the App is opened, whether it is for viewing the scientific program, speaker profiles, live voting during sessions or Meeting alerts, your logo and brand is the first page delegates view. A perfect brand reinforcement opportunity!

Entitlements

- Your logo noting your organisation as the Meeting App sponsor on the Meeting App home page
- Acknowledgement in the program handbook



New Fellows, Presentation Ceremony & Reception

\$12,000

Exclusive Opportunity

The New Fellows Presentation Ceremony and Reception will be held on Sunday 13 September 2020. This function is an inclusion of full delegate registration, and is the time when newly graduated Fellows are given the limelight with their success in attaining Fellowship of RANZCOG acknowledged. The Ceremony will also include presentation of medals for outstanding achievements in RANZCOG examinations and RANZCOG awards. Following the formalities, all those attending are invited to attend the reception where they can personally congratulate all new Fellows and award winners.

This is a perfect opportunity for new Fellows and other Meeting delegates to celebrate their achievements, renew old friendships and meet new colleagues. Sponsorship of this function will demonstrate your support of these Fellows as they embark upon their career.

Entitlements

- Company logo placement on back cover of ceremony booklet
- Company logo on holding slide prior to commencement of ceremony
- Opportunity to provide corporate signage during the Reception
- Opportunity to provide an appropriate memento to be included in the New Fellows presentation pack provided by RANZCOG
- Acknowledgement in the program handbook



Meeting Dinner

\$12,000

Exclusive Opportunity

The social highlight of the ASM, the Meeting Dinner is an evening not to be missed. This year, the dinner will be held on Tuesday 15 September 2020 at the incredible Museum of Old and New Art (MONA). Guests will enjoy a boat ride up the river Derwent, a private tour of the museum, and some of the best food and wine Tasmania has to offer.

Entitlements

- Acknowledgement in the program handbook and at the dinner
- Ten complimentary tickets to the dinner
- Reserved table in premium position
- Opportunity to provide merchandise to each delegate attending
- Signage provided by your company to be displayed during the Meeting Dinner (signage subject to approval by the Organising Committee)

To complement your sponsorship of this evening, an additional sponsorship opportunity to transport delegates to the dinner is also available.

For further details please contact Lee-Anne Harris via email: sponsorship@ranzco.org.au

Registration Brochure

\$10,000

Exclusive Opportunity

The potential distribution of the Meeting registration brochure is extensive. The Registration brochure will be distributed in hard copy to approx. 5,500 of RANZCOG's members. The brochure will be produced in both print and electronic formats and will contain registration forms together with the preliminary educational program, detailed information on registration, hotels and the social program.

Entitlements

- Full-page colour advertisement on inside front cover of the registration brochure
- Company logo on back cover of the registration brochure

Child Crèche

\$10,000

Exclusive Opportunity

First introduced in 2018, and recognising the ever-increasing demands to support parents, particularly women, needing to care for their children while attending important professional and continuing education events such as the ASM, an onsite crèche for the exclusive use of ASM delegates will be available.

In 2019, the crèche proved to be very popular with delegates and was the subject of much buzz, including delegates posting on social media. This is an opportunity to align your brand with family-friendly work and to be seen to support medical professionals and their families in a very tangible and practical way.

The crèche will be staffed by fully qualified childcare professionals and will be open during the core meeting days, Monday 14 – Wednesday 16 September 2020. Children between the ages of 12 months to 12 years will be catered for.

Entitlements

- Recognition as the RANZCOG 2020 ASM crèche sponsor. The crèche would be known as the 'Your Brand' Crèche
- Acknowledgement as the crèche sponsor in the Meeting handbook and in the Meeting app.
- Opportunity to display signage within the crèche
- Opportunity to provide collateral within delegate satchels

Plenary Sessions

\$10,000

Three Opportunities

Three plenary sessions will be available for sponsorship throughout the Meeting. As no other session is held at the time of each plenary, your sponsorship of any of these sessions will provide you with maximum exposure to the majority of delegates. Please refer to the meeting program at www.ranzcogasm.com.au for details of plenary sessions

Entitlements

- Verbal acknowledgement by the plenary session chairperson
- Logo on title slides prior to commencement of session
- Opportunity to display signage in the session room
- Acknowledgement in the program handbook

E-Poster Portal

\$9,000

Exclusive Opportunity

An important part of the ASM is the opportunity for delegates to present their research and work to colleagues by way of free communication.

Following the general Call for Abstracts, those papers accepted for poster presentation are offered the opportunity to submit an electronic poster. These posters are displayed at the E-Poster terminals throughout the meeting for all delegates to view. The E-Poster terminals are situated in a prominent position within the exhibition hall and receive high visitation, with many delegates taking photos of the displays.

Sponsorship of the E-Poster portal actively demonstrates your organisation's understanding of, and commitment to, the importance of scientific research.

Entitlements

- Signage and logo recognition within the E-Poster display area
- Signage on each E-Poster terminal
- Company logo and hotlink on E-Poster home page
- Ability for your company representative or delegate to be present in the E-Poster area to discuss research publication with delegates
- Acknowledgement of sponsorship in program handbook.

Concurrent Sessions

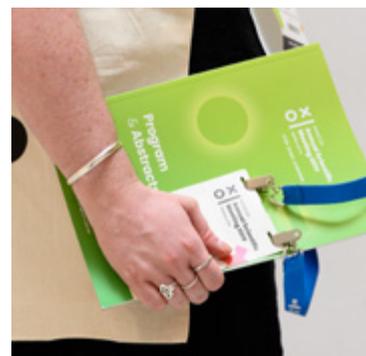
\$5,000

Eighteen Opportunities

Concurrent sessions on a wide range of topics including obstetrics, gynaecology, urogynaecology, sexual health, fertility, surgical training, imaging, and many others will be held throughout the Meeting. Sponsorship of concurrent sessions will provide you with access to an audience that is particularly interested in a topic that your organisation's products or services may complement. Please refer to the meeting program at www.ranzcogasm.com.au

Entitlements

- Verbal acknowledgement by the concurrent session chairperson
- Logo on title slides prior to commencement of session
- Opportunity to display signage in the session room
- Acknowledgement in the program handbook



Program and Abstracts Handbook

\$8,500

Exclusive Opportunity

The Meeting Program and Abstracts Handbook will be distributed on-site to all participants and will be regularly used during, and long after, the event. The Meeting Program and Abstracts Handbook is often referenced by meeting delegates once they are back in their practices. Sponsorship of the handbook will provide you with the opportunity to advertise on the inside front cover and back cover of the handbook; two prime positions.

Please note: this sponsorship offers prime positioning; other organisations will be permitted to advertise throughout the Program and Abstracts Handbook.

Entitlements

- One full-page colour advertisement on the inside front cover of the program handbook
- Company logo on the back cover of the program handbook

Welcome Function

\$8,000

Exclusive Opportunity

An included function for all registered delegates, this is very popular with delegates and exhibitors alike, providing an additional opportunity for interaction. The Welcome Function will be held in the meeting's Exhibition Hall, located in the Federation Ballroom at the Hotel Grand Chancellor on Monday 14 September 2020, immediately following the conclusion of Day 1 of the scientific program. As sponsor of this function, your organisation will have prime exposure and first-hand contact with a targeted audience.

Entitlements

- Verbal acknowledgement during Welcome Function
- Company logo on function signage
- Opportunity to display banner(s)
- Acknowledgement in the program handbook

Breakfast Masterclass

\$7,000

Ten Opportunities

As part of the official scientific program, a total of ten optional breakfast sessions will be held throughout the meeting. Four breakfast Masterclasses will be on Monday 14 September, Tuesday 15 September and Wednesday 16 September. Breakfast Masterclasses are always extremely popular with delegates and this opportunity provides your organisation with the chance to engage with delegates from the start of the day.

Delegates will be required to pre-register for each breakfast, (limited to the first 50 registrations per breakfast), via the ASM registration website. A continental breakfast will be provided to participants.

The Organising Committee welcome your expression of interest in providing suitable topics and speakers for these breakfasts.

These sponsorship opportunities are sought after and fill quickly. Please note all breakfast topic/speakers require approval of the Organising Committee.

Entitlements

- Advertising of your support of Breakfast Masterclass on Meeting website
- One A4 satchel insert advertising the Breakfast Masterclass
- Opportunity to provide signage and merchandising at your sponsored Breakfast Masterclass
- Acknowledgement in the program handbook
- List of attendees at your breakfast (subject to privacy consent)

Program & Abstracts Handbook Advertising

Sponsors and Exhibitors are invited to advertise in the Meeting Program and Abstracts Handbook which will be distributed on-site to all participants.

- Full colour inside front cover \$4,400
- Full colour back cover \$4,400
- Full colour inside back cover \$3,500
- Full colour full page advertisement \$2,500
- Full colour half page advertisement \$2,000

Delegate Satchel and Luggage Tag

\$10,000

Exclusive Opportunity

Every registered delegate will be provided with an official meeting satchel and luggage tag upon registration. The satchels will not be branded, meaning that they are likely to be re-used in the future. As a means of identifying their satchels, each delegate will be provided with a joint ASM/ sponsoring company logo branded luggage tag. At the conclusion of the meeting, the luggage tags can be attached to delegates' personal luggage, ensuring ongoing exposure for your organisation.

Entitlements

- One luggage tag co-branded with meeting and company logo to be supplied with each satchel
- Acknowledgement in the program handbook

Delegate Name Badge and Lanyard

\$7,000

Exclusive Opportunity

Every delegate will be provided with a name badge and lanyard upon registration. Delegates will be required to wear their name badge for the duration of the event, to enable access to sessions and social functions. By taking up this opportunity, you are sure to maximise branding.

Entitlements

- Company name and logo (one colour) printed on the name badges along with the Meeting logo. Placement of logo will be at the discretion of the Organising Committee
- Your company colour selected for the lanyards
- Acknowledgement in the program handbook

Notepads and Pens

Exclusive opportunity for both

Delegates always need notepads and pens for recording important notes and messages throughout the Meeting.

Give them the opportunity to see your company name and logo each time they use them. These are often used after the event, providing you with maximum exposure. The Meeting is pleased to offer one company a licence to provide pens and/or notepads.

- Pens \$2,000
- Notepads \$2,000
- Pens & Pads \$3,000

** Please note: the sponsoring organisation will be required to provide sufficient pens and/or notepads for each satchel (approximately 1000 of each)

Entitlements

- Distribution of pens and/or notepads directly into delegate satchels
- Acknowledgement in the program handbook

Satchel Insert

\$2,000

Unlimited Opportunities

Your organisation will be entitled to insert promotional material in delegate satchels (up to three collated A4 pages, or equivalent). Important information describing your initiatives, products and services can be placed directly in the hands of your key audience. Inserting corporate literature is one of the few sure ways of guaranteeing that information on your organisation reaches every delegate.

Sponsorship Opportunities

All sponsorship opportunities are available separately or may be chosen as part of a Gold or Silver sponsorship package. To enable you to tailor a package to suit your business requirements, the value and availability of each opportunity is listed below.

Opportunity	Value	Number available
Session Filming	\$12,000	Exclusive
Meeting App	\$12,000	Exclusive
Meeting Dinner	\$12,000	Exclusive
New Fellows Presentation Ceremony and Reception	\$12,000	Exclusive
Child Crèche	\$10,000	Exclusive
Delegate Satchel and Luggage Tag	\$10,000	Exclusive
Plenary Session	\$10,000	Seven
Registration Brochure	\$10,000	Exclusive
Program and Abstracts Handbook	\$ 8,500	Exclusive
Welcome Function	\$ 8,000	Exclusive
Delegate Name Badge and Lanyard	\$ 7,000	Exclusive
Breakfast Masterclass	\$ 7,000	Ten
Concurrent Session	\$ 5,000	Eighteen
Notepads	\$ 2,000	Exclusive
Pens	\$2,000	Exclusive
or Combined	\$3,000	Exclusive
Satchel Insert	\$ 2,000	Unlimited
Program and Abstracts Handbook Advertising	from \$ 2,000	Unlimited

63% of 2019 ASM delegates said they intend to order or use exhibitor products

Please note: All opportunities will be confirmed pending availability and subject to RANZCOG approval at the time of application.

Choice of preferred exhibition space will be offered in order of total sponsorship contribution. Sponsorship will be confirmed once payment is received.

Size and prominence of sponsors' logo on signage and printed material will reflect the level of sponsorship involvement.

Exhibition Opportunities

The exhibition associated with the Meeting will be located in the Federation Ballroom, Hotel Grand Chancellor and will play an important role in this Meeting.

To acknowledge the importance of the exhibition, the Meeting program has been structured to provide maximum exposure to exhibitors. The social program has also been designed to allow delegates to relax and mix informally after intensive sessions. Exhibitors are encouraged to participate in all Meeting activities and may register to attend the social program.



Exhibition Booth Space

\$6,930

Exhibitor entitlements and booth hire options

The Meeting will provide exhibitors the opportunity to market products and services directly to key decision makers within their target markets. Confirmed exhibitors are entitled to the following benefits and features:

- 3.0m x 3.0m booth space.
- Octanorm back and side walls, 30 character company fascia signage, two 150w spotlights and one 10 amp general purpose outlet.
- Booth location listed in the official program handbook, and in the Meeting App, together with an 80 word description of the company's products/services.
- One Meeting satchel, containing all Meeting literature.
- Exhibitor registration for two organisation representatives. This includes access to the scientific program, morning and afternoon tea, as well as lunch for two representatives (additional social functions not included). All booths must be staffed by your organisation representatives. Please note custom design stands will require approval by the Meeting Managers prior to build. Please ensure designs and information in relation to this is provided to the Meeting Managers, The Production House Events.

Please note all organisation representatives are required to be registered for the RANZCOG ASM as exhibition delegates. Additional company representatives (in excess of two per booth) will be required to register and pay an additional exhibitor fee.

Furniture is not included in the cost of the exhibition booth/space. The meeting will be appointing an official furniture supplier from whom all required furniture may be ordered. The details of the furniture supplier will be advised once finalised.

Space will only be confirmed after your payment and signed application form are received by the Meeting secretariat. Space is assigned first to sponsors, then exhibitors, in order of receipt of payment.

Installing exhibits

Exhibits are to be set up on Sunday 13 September 2020 between 14.00 and 17.30.

Dismantling exhibits

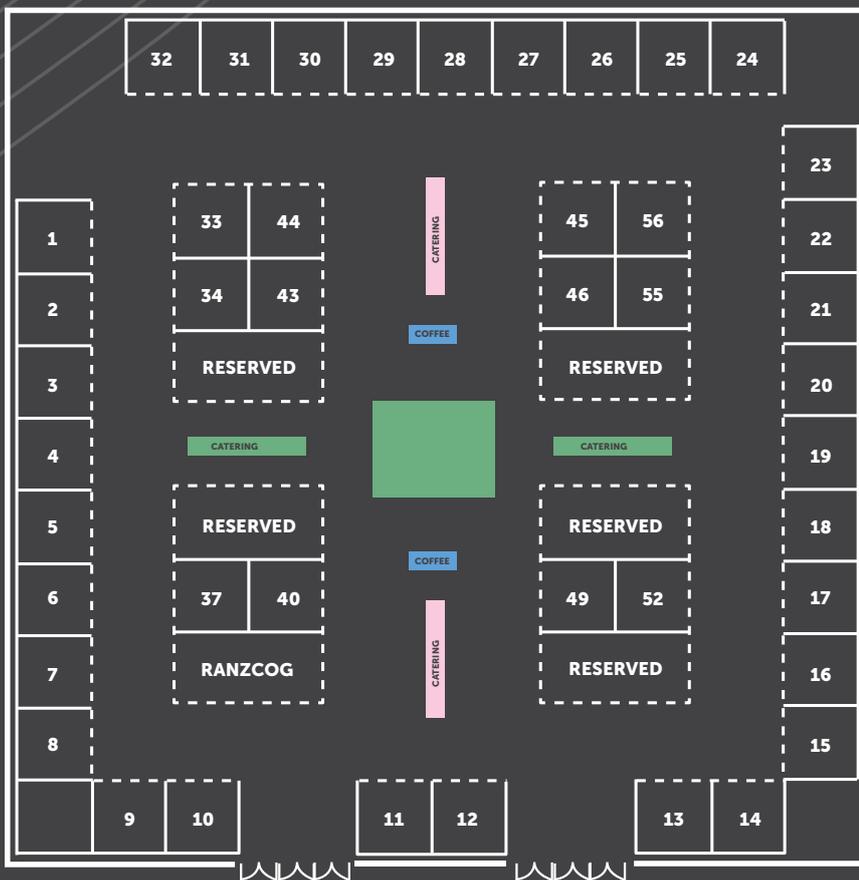
Dismantling exhibits will take place on Wednesday 16 September 2020 from 13.00-15.00 only.

As a courtesy to delegates and other exhibitors, **under no circumstances will exhibitors be permitted to dismantle exhibits before 13.00 on Wednesday 16 September 2020.** Please ensure that your representatives are aware of this requirement and that any travel plans take this into account.

Exhibition bump-in, bump-out and exhibition hours may alter slightly and will be confirmed in the exhibitor's manual, which will be available approximately six weeks prior to the Meeting.

Exhibition Floor Plan

A preliminary floor plan is provided for easy reference, and for you to select your preferred site. A detailed trade exhibitor's manual will be forwarded to exhibitors approximately six weeks prior to the event.



Exhibition hours

Friday 11th September 2020

Custom Builders to deliver items this day

Saturday 12th September 2020

12.00–17.00 Custom Builders have access (please note custom builders must arrange their own off-site storage until bump out)

Sunday 13th September 2020

14.00–17.30 Exhibitors have access to dress their stands

Wednesday 16 September 2020

13.00–15.00 Exhibitor bump out



How to Apply

Application to participate in the RANZCOG 2020 ASM as a sponsor or exhibitor will be completed online. Please visit the **meeting registration website** and complete the application form. All applications received will be acknowledged in writing.

Should you wish to discuss any aspect of your involvement prior to completing the application process, please contact Lee-Anne Harris via email: sponsorship@ranzcoг.edu.au or via telephone: +61 419 246 545.

Once your application is approved, you will be sent a confirmation letter and tax invoice.

Please note: Booths will be allocated in order of applications and monies received and will be at the discretion of the Organising Committee.

Full pre-payment of all money is required before your entitlements become confirmed.

Cancellation Policy

After the booking has been accepted, if the sponsorship item or floor space can be resold to another company, the company will receive a full refund of deposits paid, less administrative fees of 10% of the total sponsorship or exhibition rate. If not able to be resold, the company will be liable to pay the following fees:

50% of the total sponsorship/exhibition rate, if the cancellation request is received in writing on or before 30 May 2020.

100% of the total sponsorship/exhibition rate, if the cancellation request is received in writing after 1 June 2020.

If the balance of payment is not received by the due date noted on the tax invoice, the allocated sponsorship or exhibition may be cancelled.

Any refunds of deposits paid will be made after the Meeting but not later than 31 December 2020. The company will not be entitled to any interest that the organiser may have derived from deposits made by the company. All bank charges, including senders and receiver's charges, resulting from a refund related to cancellation of sponsorship/exhibition items will be passed on to the sponsor/exhibitor.

CONTACT

Lee-Anne Harris
Sponsorship Manager
RANZCOG

e: sponsorship@ranzcoг.edu.au
t: +61 419 246 545

RANZCOG ASM 2020 Secretariat

The Production House Events
Level 1/959 Glenhuntly road
Caulfield South 3162

e: ranzcoг@tphe.com.au
t: +61 3 9020 7056
w: ranzcoгasm.com.au

Terms and Conditions

The organiser of the forthcoming RANZCOG Annual Scientific Meeting 2020 (**RANZCOG 2020 ASM**) and the accompanying exhibition is the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (**RANZCOG**) ABN 34 100 268 969. RANZCOG and/or a meeting manager, may invite pharmaceutical, scientific and other organisations to participate in an exhibition, which will complement the scientific component of the RANZCOG ASM. Sponsorship and exhibitions for the RANZCOG ASM are subject to these terms and conditions and any other requirements notified by RANZCOG or the meeting manager in connection with sponsorship and/or exhibition arrangements.

1 Definitions

In these terms and conditions:

“meeting manager” means the professional conference organisers, and/or other party, that RANZCOG may appoint to assist in the conduct of the RANZCOG ASM and any associated meeting and/or exhibition;

“you”, “your”, “sponsor” or “exhibitor” means the organisation named on the application to sponsor or exhibit form contained on the RANZCOG ASM website and confirmed by RANZCOG; and

“venue” means the building or space in which the RANZCOG ASM and any associated meeting and/or exhibition is conducted.

2 Acceptance of Terms

In completing and submitting a signed application for sponsorship and/or exhibition in connection with the RANZCOG ASM you accept that these terms and conditions apply to the entire exclusion of any other terms or conditions which may be proffered by you and which RANZCOG may have been deemed to have accepted if not for this condition, including any conflicting conditions in your application.

3 Sponsorship and Exhibition Arrangements

Applications and Benefits

- a. Once submitted, an application can only be withdrawn or modified with the written approval of RANZCOG. RANZCOG reserves the right to decline any application to participate in the conference and/or exhibition of the meeting, without being obliged to give reasons why.
- b. Acceptance of sponsorship or exhibition from any organisation does not imply RANZCOG endorsement of their products, which must be made clear at all times (in a manner acceptable to RANZCOG). Nor does acceptance confer any right of exclusivity in respect of the RANZCOG ASM or any other activities of RANZCOG.
- c. RANZCOG will only accept sponsorship from organisations that abide by their relevant industry code of conduct, in particular the Medicines Australia Code of Conduct, and all applicable laws. On submitting an application you warrant that you comply with applicable laws and all provisions of the relevant code(s) of conduct or similar and it is your responsibility to ensure that they continue to be complied with for the duration of the sponsorship/exhibition period. Compliance must be demonstrated on request. In the event of non-compliance or insufficient evidence of your ability to ensure ongoing compliance, RANZCOG or its meeting manager may suspend or terminate your sponsorship and/or exhibition arrangements, without being liable to pay any compensation to you.
- d. Applications to sponsor or exhibit must be made on the relevant form or on the RANZCOG ASM website. Phone or unpaid bookings will not be accepted.
- e. If your application is approved, you will be entitled to the notified benefits, subject to the prescribed payments.

Payments and Taxes

- f. You will not receive any sponsorship or exhibition entitlements (including confirmation of booth space) until all monies have been paid. Payments are non-refundable.
- g. If you pay by electronic funds or an international cheque/bank draft you agree to pay any bank charges and must include these in the amount you transfer. If you pay via credit card, a merchant fee may be charged if detailed within the sponsorship and exhibition prospectus or the application form.

- h. Taxes and charges, including goods and services taxes, value-added taxes and multi-stage turnover taxes, are in addition to the stated amounts and are payable by you at the time a taxable event arises or the charge is imposed. You are liable for all expenses incurred by RANZCOG in collecting amounts payable, including, but not limited to, all legal expenses on a full indemnity basis. Interest on all outstanding moneys will accrue at a rate equivalent to the then current rate fixed under section 2 of the Penalty Interest Rates Act 1983 (Vic) plus 5%, compounding monthly.

Allocated Space

- i. Space/booths are allocated at the discretion of RANZCOG and may only be changed by you with the prior written approval of RANZCOG or the meeting manager.
- j. RANZCOG reserves the right to redesign the floor plan for sponsors and exhibitors as it sees fit. RANZCOG or the meeting manager will give you as much notice as practicable if an allocated space/booth needs to be altered.

Registration of Staff

- k. All exhibition staff must be registered as organisation staff. Any staff, in addition to the entitlement as detailed in the sponsorship and exhibition prospectus, must be registered by the payment of the additional exhibitor fee. The amount of this fee can be obtained from the RANZCOG or the meeting manager. You are responsible for the safety of your employees, including the provision of a safe workplace.

No Delegation

- l. You may not delegate or assign your sponsorship or exhibition entitlements, or share, sub-let or grant licences for the whole or part of the booth/exhibition area assigned to you without the prior approval of RANZCOG or the meeting manager (consent being discretionary).

Standard and Types of Displays

- m. RANZCOG and the meeting manager reserve the right to ask you to remove any display items and materials they deem as unacceptable. Offending items must be promptly removed.
- n. Food, beverage or prohibited items are not permitted in an exhibition unless prior arrangements have been made with RANZCOG or the meeting manager.
- o. The supply of samples by a sponsor/exhibitor is entirely at the sponsor/exhibitor's risk and the sponsor must indemnify and keep indemnified RANZCOG from and against any actions, suits, proceedings, claims, demands, damages, penalties costs and expenses, which may arise from the supply by sponsor/exhibitor of samples.

Logos and Identification

- p. You must not use a RANZCOG Annual Scientific Meeting logo or any identification of RANZCOG in connection with your activities, unless expressly approved by RANZCOG in writing on a case-by-case basis (approval may be withdrawn or modified on notice to you).

No Interference

- q. You must not use or conduct business from any area outside your assigned booth area, specifically but not limited to, in the aisle ways, public thoroughfares and public areas. This includes, without limitation, the erecting of any sign, display or obstruction which intrudes into another organisation's space or the placing of promotional materials in any area outside of your allocated booth/space.

Site Requirements and Behaviour

- r. You and the suppliers you are permitted to use on site must conform to the venues environmental requirements, workplace health and safety requirements, insurance requirements and other regulations required by the venue.
- s. You must ensure that your employees and contractors will, at all times, act in accordance with the reasonable directives of RANZCOG, the meeting manager and/or the venue and must conduct themselves in an orderly manner and in full compliance with the reasonable directives and requirements of the venue management and with all applicable laws ordinances and directives.

- t. You must promptly notify RANZCOG in writing if a complaint is made in connection with your products or services or the conduct of your employees in connection with the RANZCOG ASM. You must also promptly notify RANZCOG in writing of any materials concerns or disputes with the meeting manager or if you believe a direction or requirement of the meeting manager conflicts with these terms and conditions or any other requirements of RANZCOG.

Risk and Loss

- u. RANZCOG accepts no responsibility for the protection and security of your personnel and property and without limitation, RANZCOG is not responsible for the loss and damage of any exhibit or other property of the sponsor/exhibitor under any circumstances whatsoever.
- v. You are responsible for insuring your items against loss and damage (at full replacement value).
- w. You must hold workers' compensation insurance and a broadform public liability insurance policy for a minimum of \$10 million or other amount as RANZCOG reasonably nominates, as well as any other customary insurance directed by RANZCOG, the meeting manager or a venue. Upon request, evidence of your insurance cover must be provided to RANZCOG or the meeting manager, identifying insurer, policy number, renewal date and other relevant particulars.

Venue Damage

- x. Without limiting the requirements of a venue, sponsors/exhibitors must not damage in any way the walls, floors, ceilings or other surface of a venue, including the exhibition area, and on request must promptly pay or reimburse RANZCOG or the venue (as directed) for the cost of reinstating any damage any damage caused by the sponsor/exhibitor and any associated penalties and losses for which RANZCOG is liable.

Pack Up

- y. Exhibits must not be dismantled or removed before the published exhibition closing time.

Cancellation and Termination

- z. In the event that the meeting and/or exhibition is cancelled or delayed through no fault of RANZCOG or the meeting manager, including but not limited to the actions of a venue or fire, flood, labour disputes, natural disasters, civil disorders, riots, insurrections, work stoppages, slow downs or disputes, or other similar events then the sponsor and/or exhibitor will not be entitled to any refund or to a claim for any loss of damage.
- aa. If you become insolvent or are in breach of these terms and unable or unwilling to remedy the breach within a period notified by RANZCOG or the meeting manager, RANZCOG may terminate your sponsor/exhibitor entitlements under these terms and conditions by written notice. Despite termination, you remain liable for all moneys payable under or in connection with these terms and conditions and the requirements of clauses 3(h),(k), (o), (u), (x) and (bb) are ongoing.

Confidentiality

- bb. Information exchanged concerning the RANZCOG ASM and your arrangements as a sponsor/exhibitor are confidential, and must not be disclosed to any other person, without the written consent of RANZCOG (otherwise than as intended for the purposes of giving effect to sponsor/exhibitor arrangements).

Program Conflict

- cc. You shall not host any external meetings, symposia, social function or activity, at any time during the meeting that would provide a program or social activity conflict.

Display of Goods and Materials

- dd. Display of goods at materials at the exhibition accompanying this meeting does not imply endorsement by RANZCOG. RANZCOG reserves the right to approve all materials and goods displayed within the exhibition and to request removal of anything it considers inappropriate.



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RANZCOG
**Annual Scientific
Meeting 2020**
Hobart