

2 - 4 AUGUST 2024 | BRISBANE CONVENTION & EXHIBITION CENTRE

15th Australasian Cystic Fibrosis Conference 2024



SPONSORSHIP PROSPECTUS

BROUGHT TO YOU BY



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About the Conference

The **15th Australasian Cystic Fibrosis Conference (ACFC)** will be held at the **Brisbane Convention and Exhibition Centre** from the **2nd – 4th August 2024**.

DELEGATES

The ACFC is expected to be attended by over 500 attendees. The 2022 Conference was held online and attended by delegates from Australia, New Zealand, United Kingdom, Canada & the United States.

We look forward to welcoming our Cystic Fibrosis Community back in 2024 for our first face-to-face conference since 2019.

OUR CONFERENCE DELEGATES INCLUDE:

- Clinicians
- Scientists
- Nurses
- Physiotherapists
- Dietitians
- Educators
- Pharmacists
- Researchers
- Social workers
- Other psychosocial and medical professionals



Dear Valued Partner,

We extend our warm invitation to you for the **Australasian Cystic Fibrosis Conference 2024**, hosted at the Brisbane Convention and Exhibition Centre from August 2nd to 4th, 2024.

This prospectus provides a comprehensive overview of sponsorship and exhibition opportunities for our upcoming conference. We kindly request your careful review of the available packages to assess how they align with your promotional objectives. Should you require any clarifications or additional information, please do not hesitate to reach out to us.

The theme of the Australasian Cystic Fibrosis Conference 2024 is “Connect and Conquer: Advancing CF Care.”

These recent years have witnessed extraordinary adaptations and innovations within the Cystic Fibrosis community. Our theme, “Connect and Conquer: Advancing CF Care” will delve into these remarkable developments across all facets of healthcare, from pioneering research to real-world applications of cutting-edge technologies.

For further details, please visit our official website at **www.acfconference.com.au**

We are thrilled to present a stellar lineup of speakers for the 2024 conference and eagerly anticipate your participation. Your presence will contribute to the success of this significant event. We look forward to welcoming you to the Brisbane Convention and Exhibition Centre in August 2024.

Warm Regards



Jo Armstrong
Chief Executive Officer
Cystic Fibrosis Australia



Keith Ooi
Chair
ACFC Organising Committee

Sponsorship Confirmation and Enquiries

For further enquiries, please contact the 2024 Conference Organisers Iceberg Events:

Katie Tomkins

E: katie@icebergevents.com.au

T: +61 (0) 7 3876 4988

About the Venue

We look forward to welcoming you to the Australasian Cystic Fibrosis Conference at the Brisbane Convention and Exhibition Centre (BCEC) as it offers several significant benefits to our community.

Central Location

Brisbane is a major Australian city with excellent transportation links, including an international airport. Its location within Australia makes it easily accessible to attendees from across the country and around the globe, fostering a more diverse and international audience.

Networking Opportunities

The BCEC offers spacious foyer areas and networking zones, facilitating meaningful interactions among attendees. These spaces are conducive to both formal and informal networking, fostering collaborations and knowledge exchange.

Accommodation Options

The proximity of the BCEC to a wide range of accommodation options, from luxury hotels to budget-friendly alternatives, ensures that conference attendees can find lodging that suits their preferences and budgets.

Local Attractions

Brisbane is renowned for its cultural attractions, dining, and outdoor activities. Conference attendees will have the opportunity to explore the city during breaks or extended stays to experience the vibrant local culture.

Technical Support

BCEC is equipped with advanced audiovisual and technical support, ensuring that presentations and sessions run smoothly. This technology enhances the overall conference experience for both presenters and attendees.

Accessibility

The BCEC is designed to be accessible to individuals with disabilities, providing an inclusive environment for all attendees.

Advantages of Sponsorship Participation:

- ✓ Unparalleled Exposure: Gain maximum visibility at a premier event dedicated to the Cystic Fibrosis Industry.
- ✓ Connect with Influential Figures: Interact with and target key influencers in the field of Cystic Fibrosis.
- ✓ Engage in Networking: Participate in the social program that facilitates networking with peers, rekindling old connections, and forging new relationships.
- ✓ Prominent Branding: Enjoy high visibility on the official conference website and across all official marketing materials.
- ✓ Demonstrate Commitment: Showcase your genuine dedication to the industry, reinforcing your brand's reputation.
- ✓ Strengthen Relationships: Establish new partnerships and fortify existing ones within the industry.
- ✓ Quality Leads: Acquire highly qualified leads and elevate brand recognition within your target audience.
- ✓ Access Decision Makers: Engage with decision makers and receive immediate market feedback, facilitating agile adjustments to your strategy.

Sponsoring the ACFC provides a multitude of advantages, from extensive exposure to meaningful networking opportunities, ultimately enhancing your brand's presence and influence in the Cystic Fibrosis Health sector.

ACFC IMPROVEMENTS:

We are excited to announce that the Australasian Cystic Fibrosis Conference (ACFC) is undergoing significant enhancements in preparation for the 2024 event. As the host, Cystic Fibrosis Australia is dedicated to delivering an enriched conference experience, and we are eager to present these updates to our esteemed sponsors. In 2024, the following improvements will be introduced:

1. Introduction of a dedicated conference website: For the first time in the history of our conference, we will launch a dedicated website aimed at improving the user experience and ensuring easy access to information.
2. Transition from printed booklets to a sustainable conference app: We are taking a sustainable step by eliminating printed materials and introducing a convenient conference app.
3. Exclusive advance access to delegate lists for sponsors: Sponsors will enjoy the unique privilege of accessing delegate lists in advance.

These modifications mark the initial steps toward what promises to be an exceptional ACFC 2024.



PRELIMINARY PROGRAM

2024	Friday 2nd August	Saturday 3rd August	Sunday 4th August
Morning	Conference Sessions Medical	Conference Sessions Medical	Conference Sessions Lay
Afternoon	Conference Sessions Medical	Conference Sessions Medical & Lay	Conference Sessions Lay
Evening	ACFC Welcome Reception (Medical)	ACFC Closing Reception (Medical & Lay)	

EXHIBITION TIMETABLE

2024	Friday 2nd August	Saturday 3rd August	Sunday 4th August
Morning	Conference Sessions Medical	Conference Sessions Medical	Conference Sessions Lay
Afternoon	Conference Sessions Medical	Conference Sessions Medical & Lay	Conference Sessions Lay
Evening	ACFC Welcome Reception (Medical)	ACFC Closing Reception (Medical & Lay)	

ACKNOWLEDGEMENT IN CONFERENCE PUBLICATIONS:

- Conference App
- Website – acknowledgment commences immediately after sponsorship payment has been received

MEDICAL DELEGATE REGISTRATION INCLUDES:

- Attendance at all medical sessions on the 2nd and 3rd August
- Access to the ACFC Welcome Reception
- Access to the ACFC Closing Reception
- Morning tea, lunch, and afternoon tea

LAY OBSERVER/STUDENT DELEGATE REGISTRATION INCLUDES:

- Attendance at all medical and lay sessions on the 2nd, 3rd, and 4th of August
- Access to the ACFC Welcome Reception
- Access to the ACFC Closing Reception
- Morning tea, lunch, and afternoon tea

LAY DELEGATE REGISTRATION INCLUDES:

- Attendance at all Lay sessions on the 3rd and 4th August
- Access to the ACFC Closing Reception
- Morning tea, lunch, and afternoon tea

EXHIBITOR PASSES INCLUDE:

- No access to any sessions
- Access to the exhibition space
- Access to the ACFC Welcome Reception
- Morning tea, lunch, and afternoon tea

OVERVIEW OF ACFC SPONSORSHIP

	PLATINUM SOLD OUT	GOLD (3 Only)	SILVER (4 only)	BRONZE (2 left)
AUD	\$92,000	\$65,000	\$45,000	\$22,000
Complimentary delegate registrations	6	4	3	2
Complimentary exhibitor passes	7	5	3	2
EXHIBITION				
Exhibition Space	24sqm or 4 3mx2m booths	18sqm or 3 3mx2m booths	12sqm or 2 3mx2m booths	6sqm or 1 3mx2m booth
SYMPOSIA				
Opportunity to submit an EOI to host an unopposed breakfast or lunch symposium (cost additional)	✓			
VERBAL ACKNOWLEDGEMENT				
Verbal acknowledgement of your sponsorship during the opening and closing sessions	✓	✓	✓	
PROMINENT LOGO PLACEMENT				
Company logo within the conference app	✓	✓	✓	✓
Company logo on the conference website	✓ <i>Linked to company website</i>	✓ <i>Linked to company website</i>	✓ <i>Linked to company website</i>	✓ <i>Linked to company website</i>
Company logo on venue digital signage (where applicable)	✓			
Company logo displayed on screens during sessions (where applicable)	✓	✓	✓	✓
Opportunity to provide 1 x free-standing banner to appear on the stage for the duration of the conference	✓	✓		
Opportunity to provide 1 x free-standing banner to appear at the registration area for the duration of the conference	✓			
ADVERTISING				
Digital advertisement included in Conference App (artwork to be supplied by sponsor)	✓	✓	✓	✓
Company listing on conference website and in the conference app	300 Words	200 Words	150 Words	100 Words
Recognition on Cystic Fibrosis Australia Social Media	✓	✓	✓	✓
DELEGATE INFORMATION				
Access to delegate list (name, organisation, state, country, email) *	From 8 weeks prior	From 6 weeks prior	From 3 days prior	From the start of the Conference

* Delegate list: email addresses of attendees who have agreed to name disclosure are provided. Kindly ensure that when contacting delegates, involuntary disclosure of information of attendees does not occur and the communication confines within the guidelines of anti-spamming protocols. Non-compliance will result in the provision of the list for future conferences without the relevant email contacts.

Platinum Sponsor

\$92,000 (PLUS GST)

SOLD OUT

As a Platinum Sponsor, you will be recognised as the major sponsor of the Australasian Cystic Fibrosis Conference.

Benefits Include:

Registration

- Six (6) delegate registrations including attendance at both the Welcome and Closing Receptions
- Additional seven (7) Exhibitor Passes including attendance at the Welcome Reception

Exhibition Space

- 24m² space only (or four 3mx2m shell scheme booths) with first preference on booth position

Symposia during Medical Conference

- Opportunity to submit an EOI to host an unopposed Breakfast or Lunch symposium (Friday or Saturday) (additional cost).

Profile

- Verbal acknowledgment as the Platinum Sponsor at the Opening and Closing ceremonies
- Company logo and profile on the website with a hyperlink to your nominated website
- Company logo and profile (300 words) in the ACFC App
- Company logo displayed on screens during sessions (where applicable)
- Company logo on venue digital signage (where applicable)
- Prominent Banner placement (where applicable)
- Digital advertisement included in the conference app (artwork to be supplied by sponsor)
- Access to delegate list* (from 8 weeks prior)

**Names are limited to those who agreed to name disclosure.*



Gold Sponsor

3
Opportunities

\$65,000 (PLUS GST)

As a Gold Sponsor you will be recognised as a key sponsor of the ACFC.

Benefits Include:

Registration

- Four (4) delegate registrations including attendance at both the Welcome and Closing Receptions
- Additional five (5) Exhibitor Passes including attendance at the Welcome Reception

Exhibition Space

- 18m² space only (or three 3mx2m shell scheme booths) with second preference on booth position

Profile

- Verbal acknowledgment as the Gold Sponsor at the Opening and Closing ceremonies
- Company logo and profile (200 words) on website with a hyperlink to your nominated website
- Company logo and profile (200 words) in the conference app
- Company logo displayed on screens during sessions (where applicable)
- Digital advertisement included in the conference app (artwork to be supplied by sponsor)
- Access to delegate list* (from 1 week prior)

**Names are limited to those who agreed to name disclosure.*



Silver Sponsor

\$45,000 (PLUS GST)

4
Opportunities

Benefits Include:

Registration

- Three (3) delegate registrations including attendance at both the Welcome and Closing Receptions
- Additional three (3) Exhibitor Passes including attendance at the Welcome Reception

Exhibition Space

- 12m2 space only (or three 3mx2m shell scheme booths)

Profile

- Verbal acknowledgment as the Silver Sponsor at the Opening and Closing ceremonies
- Company logo and profile (150 words) on website with a hyperlink to your nominated website
- Company logo and profile (150 words) in the ACFC App
- Company logo displayed on screens during sessions (where applicable)
- Digital advertisement included in the conference app (artwork to be supplied by sponsor)
- Access to delegate list* (from 1 week prior)

**Names are limited to those who agreed to name disclosure.*

Bronze Sponsor

\$22,000 (PLUS GST)

Only 2
remaining

Benefits Include:

Registration

- Two (2) delegate registrations including attendance at both the Welcome and Closing Receptions
- Additional two (2) Exhibitor Passes including attendance at the Welcome Reception

Exhibition Space

- 6m2 space only (or one 3mx2m shell scheme booth)

Profile

- Verbal acknowledgment as the Bronze Sponsor at the Opening and Closing ceremonies
- Company logo and profile (200 words) on website with a hyperlink to your nominated website
- Company logo and profile (200 words) in the conference app
- Company logo displayed on screens during sessions (where applicable)
- Digital advertisement included in the conference app (artwork to be supplied by sponsor)
- Access to delegate list* (from 1 week prior)

**Names are limited to those who agreed to name disclosure.*

ADDITIONAL SPONSORSHIP OPPORTUNITIES

Coffee Cart Sponsor

\$15,000 (PLUS GST)

SOLD OUT

The coffee cart will offer delegates espresso coffee free of charge throughout the duration of the Medical Conference. The coffee cart sponsorship includes espresso coffee supply, the barista, and consumables. Sponsor can choose to supply (at the sponsor's expense) signage, branded coffee cups and aprons for the coffee cart to maximise exposure.

Benefits Include:

Registration

- One (1) delegate registration including attendance at both the Welcome and Closing Receptions
- Additional two (2) Exhibitor Passes including attendance at the Welcome Reception

Profile

- Company logo and profile (80 words) on website with a hyperlink to your nominated website
- Company logo and profile (80 words) in the ACFC App
- Company logo displayed on screens during sessions (where applicable)
- Onsite branding (one freestanding banner) to be prominently displayed in the coffee cart area (to be supplied by the sponsor).
- Ability to supply signage for the coffee cart, and branded aprons or other merchandise for the coffee cart (additional expense).
- Delegate list (name, position, organisation only) to be made available 1 week prior to the conference, and final delegate list at the conference.



ACFC Lunch Symposium

\$7,500 (PLUS GST)

SOLD OUT

Benefits and Inclusions:

- Naming rights to an unopposed Symposium which will be for duration of 60 minutes. Available days:
 - Friday: August 2nd, 2024
 - Saturday: August 3rd, 2024
- Promotion of the Symposium in allocated room and on conference website, app and via social media channels
- Standard audio-visual services and function room will be provided. Any additional audio-visual equipment, stage sets, or theming are at the sponsor's own cost.
- Lunch catering costs as included in venue package
- Opportunity to place company banners and merchandise items in the Symposium room

Not Included:

- Arrangement of the program including liaison with speakers
- Cost of any catering in addition to the venue package
- Sponsors signage

Please note: Any unsuccessful Expressions of Interest for a Lunch Symposium gain an opportunity to conduct a Breakfast Symposium.

ACFC Breakfast Symposium

\$7,500 (PLUS GST)

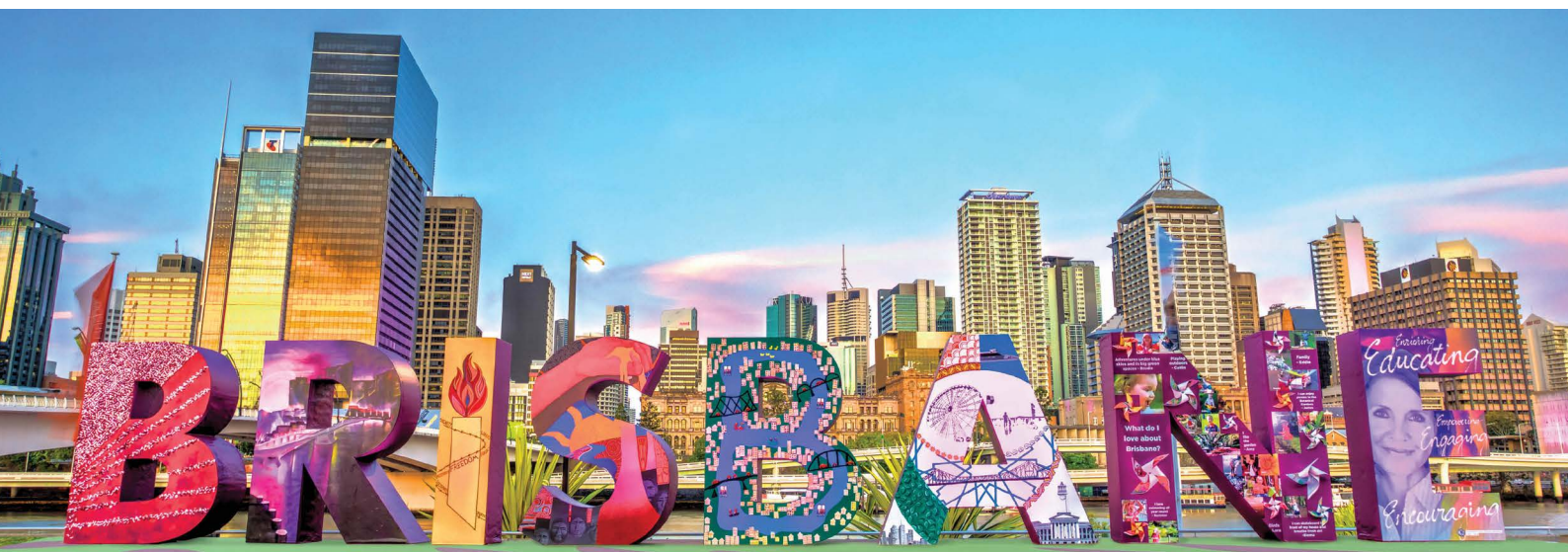
SOLD OUT

Benefits and Inclusions:

- Naming rights to a concurrent Breakfast Symposium which will be for a duration of 60 minutes
- Promotion of the Breakfast Symposium in allocated room and on conference website, app, and via social media channels
- Standard audio-visual services and room will be provided. Any additional audio-visual equipment, stage sets, or theming are at the sponsor's own cost.
- Cost of basic breakfast catering
- Opportunity to place company banners and merchandise items in the Symposium room

Not Included:

- Arrangement of the program including liaison with speakers
- Cost of any catering in addition to the venue package
- Signage and promotional costs



ACFC Medical Exhibitor Opportunity

\$7,500 (PLUS GST)

Benefits Include:

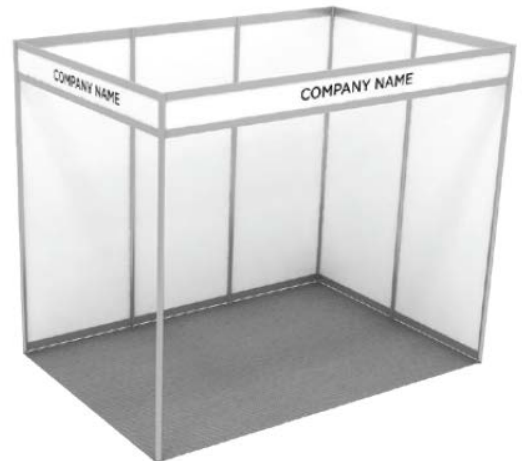
- The trade exhibition is integral to the Australasian Cystic Fibrosis Conference. The trade exhibition is a well visited area of the conference where delegates eat and network with colleagues during all catering breaks.

Registration

- Two (2) exhibitor passes including attendance at the Welcome Reception
- Additional passes may be purchased at \$350 including GST per person

Exhibition Booth Specifications:

- 6m² shell scheme (3m x 2m) including the following:
 - 3m wide x 2.5m high back wall
 - 2m deep x 2.5m high side walls on closed sides
 - 290mm high fascia boards on open sides
- 1x Company signage on open sides - up to 30 black characters, in capitals, on white PVC panels
 - 2 x Energy efficient spotlights
 - 1 X 4amp General Purpose Outlet (GPO)
 - Flooring: Existing Venue Carpet



Profile

- Company logo and profile on website
- Company logo and contact details in the ACFC App
- Access to delegate list* (from the start of the Conference)

** Names are limited to those who agreed to name disclosure.*

Light Booth

\$4,000 (PLUS GST)

Benefits Include:

- The trade exhibition is integral to the Australasian Cystic Fibrosis Conference. The trade exhibition is a well visited area of the conference where delegates eat and network with colleagues during all catering breaks.

Registration

- One (1) exhibitor pass including attendance at the Welcome Reception
- Additional passes may be purchased at \$350 including GST per person

Exhibition Booth Specifications:

- 2m² shell scheme (2m x 1m) including the following:
 - 1 x Company signage on open sides - up to 30 black characters, in capitals, on white PVC panels



Profile

- Company logo and profile on website
- Company logo and contact details in the ACFC App
- Access to delegate list* (from the start of the Conference)

** Names are limited to those who agreed to name disclosure.*

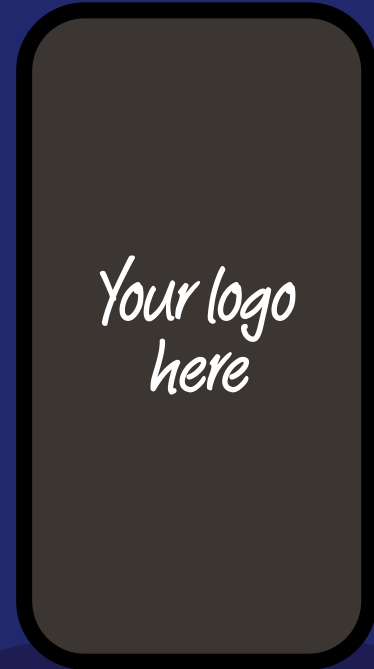
Conference App Sponsor

\$5,500 (PLUS GST)

SOLD OUT

Be recognised as the ACFC App Sponsor, fostering innovation and sustainability excellence. With no printed handbook, the App will be the one go-to source of information at the Conference for all attendees.

The App will provide attendees access to the program, speakers, sponsor, and exhibitor profiles, resources, engagement through attendee connections, with news and alerts keeping information up to date.



Benefits:

Branding and Promotion on the App

- Logo presence on the front 'splash' page of the App, highlighting the conference – this page will appear every time anyone opens the App
- Logo/banner presence on navigation/home page (bottom of App). This will also be hyperlinked to the company website.
- Logo presence on the App sponsorship page – this page will also contain other sponsor logos, details, and links (Sponsor to provide logo in the specific format within required deadlines)

Profile

- Promoted as the App Sponsor for the Conference on the website
- Digital advertisement included in the App News & Alerts (sponsor to provide artwork)

ACFC Welcome Reception Sponsor

Exclusive Opportunity

\$15,000 (PLUS GST)

Opportunity to engage and establish a strong presence at the start of the ACFC which will ultimately set the tone for a successful experience on the part of the attendees. The Welcome Reception will take place at the venue.

Package Benefits:

- Opportunity for the sponsor representative to address the audience for five (5) minutes at the Welcome Reception on Friday 2 August
- Three (3) complimentary tickets for the sponsor staff or guests to attend the ACFC Welcome Reception
- One (1) complimentary delegate registration
- Opportunity to display a free-standing banner in the Welcome Reception area (sponsor to supply)
- Sponsor logo on the conference website as "ACFC Welcome Reception Sponsor"
- Opportunity for wait staff to wear sponsor-branded aprons (to be provided by the sponsor)
- Digital advertisement in the conference app (artwork to be supplied by sponsor)
- Access to delegate list* (from 1 week prior the conference)

** Names are limited to those who agreed to name disclosure.*

ACFC Closing Reception Sponsor

Exclusive Opportunity

\$15,000 (PLUS GST)

Opportunity to engage and establish a strong presence at the main ACFC social function, a key memorable experience.

Package Benefits:

- Opportunity for the sponsor representative to address the audience for five (5) minutes at the Closing Function on Saturday 3 August
- Six (6) complimentary tickets for the sponsor staff or guests to attend the ACFC Closing Function.
- One (1) complimentary delegate registration
- Opportunity to display a free-standing banner at the Closing Function (sponsor to supply)
- Sponsor logo on the Conference website as "ACFC Closing Function Sponsor"
- Opportunity for wait staff to wear sponsor-branded aprons (to be provided by the sponsor)
- Digital advertisement in the conference app (artwork to be supplied by sponsor)
- Access to delegate list* (from 1 week prior to the conference)

** Names are limited to those who agreed to name disclosure.*

Award sponsorship

\$5,000 (PLUS GST)

This is an excellent opportunity for the sponsor to be associated with excellence in research and innovation. Sponsorship of the awards enable the recognition of groundbreaking work in niche areas of research and will bring prestige to your brand. The awards are based on the below areas of interest and expertise.

The sponsor will enjoy the benefits of –

- Sponsoring all of the below awards
- Verbal recognition of sponsorship by the session chair
- Sponsors have the option to designate a representative who can aid in the award presentation.
- Having their logo on the screen during the presentation
- Having their logo on the certificate
- Presentation takes place during the closing plenary session on Saturday 3 August

ACFC special interest group (SIG) awards – categories include:

- Best Presentation – Clinical
- Best Presentation – GI/Nutrition
- Best Presentation – Infection and Immunology
- Best Presentation – Nursing
- Best Presentation – Physiotherapy



Exhibition Information

Sponsors installing custom-designed stands must provide the contact details of their appointed stand contractor (together with a plan showing full design dimensions including a graphic of the stand design) to katie@icebergevents.com.au by no later than **1 June 2024**.

Furniture hire, AV hire and provision of internet connections is not included for any of the above packages. These items may be hired from the official Conference stand contractors. Contact details will be provided in the Sponsorship and Exhibition Manual.

EXHIBITION TIMETABLE

2024	THURSDAY 1ST AUGUST	FRIDAY 2ND AUGUST	SATURDAY 3RD AUGUST	SUNDAY 4TH AUGUST
Day	N/A	Bump-in from 7.00am Exhibition Open from 8.00am	Exhibition Open from 8.00am	Lay Conference
Evening	Bump-in – custom stands only	ACFC Welcome Reception (Medical)	ACFC Closing Function (Medical & Lay)	

Exhibitor Passes

An allocation of Exhibitor Staff Passes is included in each sponsorship package. These passes include morning tea, lunch and afternoon tea but do not include attendance to any of the sessions. Sponsors will receive access to an online form to register staff. Additional passes may be purchased at \$350 plus GST per person. Should sponsors wish to attend sessions, they need to purchase a delegate registration.

Sponsorship and exhibition manual

A Manual will be distributed to all sponsors prior to the Conference. The manual will contain details of the online registration process for staff, the pack-in / pack-out schedule, supplier contact details and forms for exhibition handbook entry, etc.

Accommodation

Sponsors will be able to book accommodation at Conference hotels. Further details will be provided when conference registration opens in October 2023.

15th Australasian Cystic Fibrosis Conference 2024

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APPLICATION FOR SPONSORSHIP

TO BOOK YOUR SELECTED PACKAGE PLEASE FORWARD THIS COMPLETED FORM TO:

ACFC 2024 Conference Managers

Iceberg Events

Ph: +61 (0) 7 3876 4988

Email katie@icebergevents.com.au

COMPANY DETAILS

Company

Postal Address

Suburb/City

State

Postcode

Mobile

Email

Contact Person

SPONSORSHIP OPPORTUNITIES *AUD including GST*

SPONSORSHIP TYPE:	AUD
1.	AUD\$
2.	AUD\$
3.	AUD\$
4.	AUD\$

TOTAL SPONSORSHIP SPEND (INCL GST) AUD\$

DECLARATION

We apply for sponsorship in accordance with the terms and conditions set out in the prospectus (pgs 20, 21).

Name

Signature

Terms and Conditions

Booking and Payment

All prices are quoted in Australian dollars. Goods and Services tax (GST) is required to be paid on all packages purchased by Australian residents, where costs state including GST this is quoted at the current rate at 10%. Any change to the Australian GST price will alter the GST inclusive price. GST is required to be applied to all packages at the rate prevailing at the date of invoicing or payment, whichever is earlier (currently 10%)

On receipt of a signed Booking Form, a tax invoice for the required 50% deposit will be sent. Confirmation of Sponsorship Packages and Exhibition space confirmation will only be made upon payment of this deposit. The balance will be invoiced on 1 April 2023. Applications after this date will be invoiced in full. Packages in value AUD10,000 or less including GST will be invoiced in full at the time of booking.

Payment Terms - net 30 days

All payments must be received by the invoice due date. Failure to comply with payment terms may result in the sponsor not receiving full benefits as outlined in the package. All sponsors' benefits are conditional on receiving payment, and receiving artwork, goods, etc. in a timely manner and are subject to conference publication deadlines. Should a sponsor benefit precede payment that benefit will no longer be available to the sponsor.

All payments should be made in Australian dollars by bank transfer or credit card (please note a fee of 1.7% will apply for all Visa and Mastercard payments).

Sponsorship and exhibitor protocol

It is expected that sponsors and exhibitors will comply with the Medical Technology Association of Australia (MTAA) and Medicines Australia (MA) Codes of Practice as applicable to their organisations.

For full details refer to the following websites:
<https://www.mtaa.org.au/code-of-practice>
<https://www.medicinesaustralia.com.au/>

Specifically:

- i. Trade displays must only be directed at health care professionals.
- ii. Product information for all products being promoted must be available from the display stand.
- iii. Starter packs must not be made available for collection from unattended stands nor be supplied to unauthorised or non-qualified persons
- iv. Competitions intended to encourage participants to attend trade displays must be consistent with the requirements of the MTAA and MA Codes.

In order to drive delegates to the Exhibition Area during catering breaks for everyone's benefit, organising ancillary meetings during sessions and catering breaks is strongly discouraged.

All Sponsors/Exhibitors looking to conduct any Activity/Event in conjunction with the Australasian Cystic Fibrosis Conference (onsite or offsite), will need to request prior approval from the Organising Committee. No Activity/Event can occur during the program times, coffee and lunch breaks, official social functions, or any approved sponsor's symposia (evening or morning).

Liability waiver

In the event of industrial disruptions and any other circumstances that occur that mean the conference cannot take place, the organisers accept no responsibility for losses incurred by participants, sponsors, and exhibitors.

Participation in the exhibition does not imply any endorsement or approval by CFA, and CFA takes no responsibility in relation to the displays, products, representations, or promotional material of the participants. CFA has not assessed, endorsed, or approved any display, product, representation or promotional material.

Floor Plan:

All exhibition trade displays will be allocated by level of investment and then on a “first come, first served” basis.

CFA has the exclusive right to allocate exhibition trade displays available to the exhibitor and may alter the exhibition, should it prove necessary. The exhibitor’s wishes will be considered as far as possible.

Cancellation Policy

Notification of cancellation must be received in writing to the Conference Organisers prior to 30 March 2024 (50% of total sponsorship will apply as a cancellation fee). Cancellations made after 30 March 2024 will not receive a refund.

The Organising Committee reserves the right to cancel the Conference in case of circumstances beyond its control. In such a case, all monies paid to date will be refunded in full less any expenses incurred. The liability of the organisers will be limited to that amount.

General Terms and Conditions

All property, display materials and vehicles under the control and custody of the Exhibitor are understood to remain under the control and custody of the Exhibitor and therefore the total responsibility of the Exhibitor in relation to insurance protection and coverage in transit to, within the confines of the exhibition boundaries and in transit to and from the confines of the exhibition venue and its boundaries and for the total duration of the conference from the

commencement of the set up through until the exhibition site is vacated. The Organiser is not responsible for any damage to or loss of goods of the Exhibitor or its staff, agents, or contractors due to any reason whatsoever.

All electrical items brought to an Event MUST HAVE valid electrical certification tags on them, including extension leads and power boards. Exhibitors who have ordered power and require more than one power outlet, must bring their own additional power leads and power boards. It is an inherent obligation of the Exhibitor and Sponsor to provide proof of currency of public liability insurance to the value of \$20M. that covers the full event period.

The Exhibitor and Sponsor acknowledge that Event sites can be hazardous. Exhibitors and Sponsors are required to take due care and attention in order to prevent injury and property damage. The Organiser cannot be held responsible nor liable for damage caused by the act or omission of an Exhibitor or Sponsor. The Exhibitor, its agents, licensees, contractors, or subcontractors will be responsible for complying with workplace health and safety standards at all times. Exhibitors, contractors, delivery drivers, etc. MUST wear high visibility vests and closed in shoes during the set up and bump out hours. Children are not permitted on site at a venue during set up and bump out times.

Contact

We invite your support

Thank you for taking the time to consider the possibilities the 15th Australasian Cystic Fibrosis Conference has to offer.

If you have made your choices, please complete, and return the Application for Sponsorship form. If we can assist with further information, or discussing other opportunities, please contact the Conference Managers.

We hope that you find value in the opportunities that are available, and we look forward to welcoming you to Brisbane in 2024 for our first face-to-face Conference since 2019.

Sponsorship Confirmation and Enquiries

For further inquiries, please contact the ACFC 2024 Conference Managers, Iceberg Events:

Katie Tomkins

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