

CEOs' Meeting 2023

Supporter

Prospectus





About NDS

National Disability Services – the peak national industry association for disability services – invites you to join us by participating in our 2023 CEOs' Meeting.

NDS represents over 1,160 non-government service providers which offers unparalleled access to a range of people providing specialist services to people with disability around Australia.

Should you wish to discuss the options available to maximise your profile and presence in the disability industry, please contact the NDS Conference team on 02 9256 3192 or email confs@nds.org.au

nds.org.au



CEOs' Meeting 2023

This annual highly-regarded event provides leaders from across the Australian disability services sector with analysis of national policy directions and advice on key management issues. No other national conference does this. Involving your company with this conference will put you in direct contact with decision makers from organisations across the sector.

Date: 11-12 December 2023

Where: Melbourne Convention & Exhibition Center

Details: This two day conference will comprise of plenary sessions and a social function on the evening of the first day. The conference is expected to attract around 550+ delegates.

Who: CEOs, senior managers and board members from disability service providers.

Why Support and Exhibit

- Develop personal and direct relationships with new and existing clients
- Promote your products and services
- Add value and substance to your brand
- Build a quality database
- NDS is the peak body in the disability industry
- Raise your profile and presence in the disability sector
- Ability to respond to the emerging market including the NDIS
- Communicate your commitment and support to the disability services sector

Secure Your Package

To secure your package please complete and return the application form. Your application will be processed and you will be sent a confirmation letter and tax invoice via email.

Closer to the conference you will be contacted by the conference management team to confirm your details and provide you with further information.

Opportunities to Sponsor

As a sponsor, your organisation will enhance its profile and awareness in the disability sector through a unique opportunity, enabling you to demonstrate your support and commitment to the sector. This is a fantastic chance for your organisation to receive considerable exposure and recognition through a number of media avenues, reaching those directly involved in the disability sector. There are multiple partnership opportunities.

Inclusions (for example)	Price on application
Pre-conference marketing	
Corporate logo on the NDS conference website (with link to your company's website)	✓
Opportunities* during conference	
Acknowledgement as sponsor at the official opening and closing sessions of the conference and appropriate times throughout the conference	✓
Corporate logo in the delegate handbook	✓
Corporate logo on all holding slides	✓
Half page advertisement in delegate handbook	✓
Flyer or promotional item on the conference 'resource table'	✓
Corporate banner/signage displayed in prominent position in plenary room (to be provided by sponsor)	✓
Chair drop at one session in plenary room	✓
List of delegate details (name, position and organisation) subject to privacy legislation	✓
Registration and exhibition benefits	
Complimentary full conference registration and social function tickets	4
Complimentary premium display booth for two days (including shell scheme and furniture)	1

* Available opportunities may change without notice.

Keynote Sponsor

Inclusions Limited opportunities	\$3,500 (Depending on presentation)
Pre-conference marketing	
Company logo and 'keynote sponsor' acknowledgment for nominated keynote on the event website with a link to your website	✓
Opportunities during conference	
Corporate logo on a sponsor title slide (throughout sessions)	✓
Corporate logo in the delegate handbook	✓
Advertisement in delegate handbook	1/4 page
Flyer or promotional item	✓
Two complimentary registrations	✓
One video advertisement after a plenary session (up to 1 minute). All videos must be captioned	✓
Company profile and social media details on event website	✓
List of delegate details (name, position and organisation) subject to privacy legislation	✓

Captioning Sponsor

Inclusions 1 exclusive opportunity	\$8,000 (inc GST)
Pre-conference marketing	
Company logo and 'captioning sponsor' acknowledgment on the event website with a link to your website	✓
Opportunities during conference	
Corporate logo on a sponsor title slide (throughout sessions)	✓
Corporate logo in the delegate handbook	✓
Advertisement in delegate handbook	1/4 page
Flyer or promotional item on the conference 'resource table'	✓
Two complimentary registrations	✓
One video advertisement after a plenary session (up to 1 minute). All videos must be captioned	✓
Company profile and social media details on event website	✓
List of delegate details (name, position and organisation) subject to privacy legislation	✓

Conference Catering

Morning and afternoon tea is a key time for delegates to network and enjoy a break from the formal proceedings. Lunch is served as a working lunch each day to provide delegates with the opportunity to network with speakers, fellow delegates and exhibitors. All conference catering will be provided in the foyer and exhibition areas.

	Morning Tea	Lunch	Afternoon Tea
Inclusions	\$1,750 for 1 \$3,000 for 2 (inc GST)	\$3,500 for 1 \$6,000 for 2 (inc GST)	\$1,500 for 1 (inc GST)
Pre-conference marketing			
Corporate logo on the NDS conference website (with link to your company's website)	✓	✓	✓
Opportunities during conference			
Acknowledgement as a sponsor throughout the conference	✓	✓	✓
Acknowledgement of sponsorship prior to the break by chairperson	✓	✓	✓
Corporate logo in the delegate handbook	✓	✓	✓
Corporate logo on a sponsor title slide (shown immediately prior to sponsored break)	✓	✓	✓
Corporate logo in program acknowledging sponsorship break	✓	✓	✓
Advertisement in delegate handbook	1/4 Page	1/2 Page	1/4 Page
Corporate banner/signage displayed during the sponsored break (provided by sponsor)	1	2	1
Sponsor name and logo displayed on buffet tables during nominated break	✓	✓	✓
List of delegate details (name, position and organisation) subject to privacy legislation	✓	✓	✓

Coffee Cart Sponsor

Provide delegates with “real” coffee by sponsoring the cappuccino coffee cart and paper cups. This is an opportunity to place your branding directly into the hands of delegates.

Inclusions	\$9,950 (inc GST)
Pre-conference marketing	
Corporate logo on the NDS conference website and registration brochure (with link to your company's website)	✓
Opportunities during conference	
Corporate logo in the delegate handbook	✓
Corporate logo on a sponsor title slide (throughout sessions)	✓
Advertisement in delegate handbook	1/4 page
Flyer or promotional item on the conference 'resource table'	1
List of delegate details (name, position and organisation) subject to privacy legislation	✓
Exclusivity	
Co-brand the cappuccino coffee cart with a banner & your logo on all the paper cups (venue coffee at breaks not included)	✓

Additional Opportunities

Banner Display – The foyer space is the most prominent position to have your organisation's banner displayed for maximum brand exposure – noticed by hundreds of delegates over two days.

Note Pads and Pens* – Your organisation's specially branded pads and pens will be placed on the conference tables for use during the conference and has life-long marketing benefits.

NDS can also tailor partnership packages to suit your requirements.

Inclusions	Banner Display	Note Pads and Pens
	\$1,400 (inc GST)	\$1,500 (inc GST)
Pre-conference marketing		
Corporate logo on the NDS conference website (with link to your company's website)	✓	✓
Opportunities during conference		
Corporate logo in the delegate handbook	✓	✓
Corporate logo on a sponsor title slide (throughout sessions)	✓	✓
Advertisement in delegate handbook	1/4 page	1/4 page
Flyer or promotional item on the conference 'resource table'	1	note pads and pens
List of delegate details (name, position and organisation) subject to privacy legislation	✓	✓
Exclusivity		
Display 2 x banners in a prominent area in conference foyer (to be provided by sponsor)	max. 2 sponsors	–
Supply note pads and pens (to be provided by sponsor)	–	✓

* 2 x opportunities are available for pads and pens (1 per day)

Marketing

Marketing resource – The conference will feature a ‘resource table’ in which delegates will have the opportunity to create their own take home bags.

Chair Drops – Providing a chair drop allows your organisation to be placed in direct contact with all delegates at a specific time that you believe will maximise your impact with delegates. Placing a chair drop in nominated sessions also allows you to reach a specific target market – subject to availability.

Inclusions	Chair Drops (inc GST)		
	NDS/Assoc	IND	Non Mem
	\$800	\$1,000	\$1,500
Pre-conference marketing			
Company logo on the NDS conference website and (with link to your company’s website)		✓	
Opportunities during conference			
Company logo listed in the delegate handbook		✓	
Company name listed on a sponsor title slide (shown throughout sessions)		✓	
Flyer or promotional item on the conference ‘resource table’		✓	
One flyer or promotional item placed on each delegate’s chair at a session during the conference		✓	
List of delegate details (name, position and organisation) subject to privacy legislation		✓	

NDS/Assoc = NDS members & organisational associates

IND = Platinum/Gold industry supporter

Non Mem = Non NDS member

Advertising

Purchasing advertisement space in the conference handbook will place your organisation's information directly in the hands of each delegate attending the conference.

	NDS/ Assoc	IND	Non Mem
Inclusions	\$660 (inc GST) 1/2 page	\$780 (inc GST) 1/2 page	\$1,000 (inc GST) 1/2 page
Pre-conference marketing			
Company logo on the NDS conference website (with link to your company's website)		✓	
Opportunities during conference			
Company logo in the delegate handbook		✓	
Company logo on a sponsor title slide (shown throughout sessions)		✓	
Advertisement placed in the delegate handbook		✓	
List of delegate details (name, position and organisation) subject to privacy legislation		✓	

NDS/Assoc = NDS members & organisational associates

IND = Platinum/Gold industry supporter

Non Mem = Non NDS member

Display Booths

A display booth provides your organisation with two full days of exposure to all delegates at the conference, allowing you to build relationships with hundreds of potential new buyers as well as clients. The exhibition spaces at all conferences have been specifically designated to maximise delegate and exhibitor contact.

* Exhibitors can submit their booth position preference which is based on a first come, first served basis.

Inclusions	Standard Display Booth (inc GST)			Premium Booth (inc GST)
	NDS/ Assoc	IND	Non Mem	Flat Fee
	\$3,500	\$3,900	\$4,500	+\$500
3m x 1m booth with a clothed trestle, 2 chairs, signage, power and lighting	Standard Position*			Premium Position*
Catering & session attendance for 2x booth staff	✓			✓
Pre-conference marketing				
Company logo on the NDS conference website (with link to your company's website)	✓			✓
Opportunities during conference				
Two days of prime exposure to delegates	✓			✓
Networking during registration, morning tea, lunch and afternoon tea on both days	✓			✓
Corporate logo and company contact details included in the delegate handbook	✓			✓
Corporate logo included on a sponsor title slide (shown throughout sessions)	✓			✓
50 word blurb in delegate handbook	✓			✓
List of delegate details (name, position and organisation) subject to privacy legislation	✓			✓
Additional booth attendee - \$350 (for 2 days)				

NDS/Assoc = NDS members & organisational associates

IND = Platinum/Gold industry supporter

Non Mem = Non NDS member

Terms and Conditions

NDS or Owner – refers to National Disability Services Ltd

Exhibitor – those who agree to exhibit at the event

Sponsor – those who agree to support the event

The Event – any National Disability Services event referred to in this prospectus

Acceptance of Support

All exhibitor/partner/sponsor orders will be subject to the availability of items at the time that the order is received by NDS. NDS reserves the right to refuse offers of support that it believes are not in the best interests of the organisation and its members.

Admission

NDS reserves the right to refuse entry to any non-registered exhibitor/partner/sponsor and agent of an exhibitor/partner/sponsor without any given reason. The exhibitor/partner/sponsor must obtain from NDS the necessary passes to admit its staff and representatives during the bump in, event times, and pack-down periods. Additional staff attending the conference in an exhibitor's capacity must be registered with NDS and will be charged at full registration price.

Attendance

The exhibitor acknowledges that NDS will not be held responsible for the failure of all or any other contracted exhibitors to attend the event or the failure of any number of attendees to attend the event for any reason beyond the control of NDS. Any booth or any acceptance thereof by NDS shall not be conditional on the presence or location of any other exhibitor at the event or any other event.

Cancellation of Order

All cancellations must be made in writing to NDS and will be charged an administration fee of \$80.00. In the event that orders are cancelled 30 days or less prior to the commencement of the event, orders will be subject to a cancellation charge equal to 100% of the total cost of the order, minus any discount. NDS reserves the right to cancel any booking of the exhibitor/sponsor for any reason whatsoever. In such an event, any deposit or their monies paid by the exhibitor/sponsor will be returned in full.

Conditions of Exhibition and Sponsorship

In placing an order with NDS, the exhibitor accepts with no reservations that these Terms and Conditions take the place of any other document, prior written or oral agreement, as well as the exhibitor's terms and conditions of purchase or hire. NDS's Terms and Conditions can only be amended in writing by post, fax or email. NDS's Terms and Conditions of business will be binding on the parties unless otherwise amended and agreed in writing.

Conduct of Agents

Exhibitors and sponsors will be responsible for the conduct and behaviour of their agents and contractors who must carry out all responsible requirements of NDS or its representatives.

Contract Variations

Where an exhibitor/partner/sponsor wishes to amend an order of an exhibition stand after work has started on site, the exhibitor will be charged in accordance with the terms and conditions set out by the exhibition supply company. NDS reserves the right in unforeseen circumstances to amend, alter or reallocate the space or the location of an exhibitor's stand and the exhibitor can take no objection or make any claims for compensation or damages in relation to any allocation, or the size or the space re-allocated by NDS. The exhibitor shall not assign or subject any part of the stand space without the consent of NDS. NDS reserves the right to alter the layout, plans and positions of displays if, in our opinion, this is desirable from the point of view of the conference as a whole.

Corporate Banners

The type and size of corporate banners to be displayed is subject to the space and physical constraints at each venue. The placement of corporate banners must comply with the OH&S and fire safety policies of the venue. Banners, promotional material and other representations, unless invited, must remain contained in allocated display space or designated area.

Damage

The exhibitor will be liable for any damages to the venue's equipment or the building in which the exhibition is being held or any of NDS's material or equipment. Provided that it has taken reasonable care, NDS shall not be under any responsibility or liable whatsoever to damages to exhibitors or their agents or contractors by loss, damage, fire, water, storms, strikes or any other cause. All property shall be at the risk of the exhibitors and the exhibitors shall insure the same accordingly.

Display Booth Selection

Where possible, exhibitors may select their booth position preference which is based on availability and NDS approval. Exhibitors may be moved without prior warning. NDS is not able to guarantee that competitor companies will not be placed next to each other.

Disclaimer

Acceptance of support does not imply endorsement of a product or service and NDS reserves the right to refuse offers of support if they feel that it is not in the best interests of the organisation and its members. NDS accepts no responsibility for the accuracy and content of any information provided by supporters. Details are correct at the time of publishing and in the event of unforeseen circumstances, NDS reserves the right to alter or delete items from the Supporter and Exhibitor Prospectus.

Event Cancellation

Should NDS cancel the event for any reason, the exhibitor/partner/sponsor is to be financially responsible for any loss incurred from their own travel costs.

Exclusivity

By committing to be an exhibitor/sponsor at an NDS event, NDS does not provide exclusivity from allowing competitor companies to participate in the conference unless it is agreed to by both parties in writing prior to each conference.

Indemnity

As a condition of allotment of space, the exhibitor/partner/sponsor shall indemnify NDS against all costs, charges, losses, expenses, actions, proceedings, or claims arising out of any infringement of the right of any third party, or damage or injury to any property or person whatsoever occasioned directly or indirectly by the act, default or negligence of the exhibitors and/or sponsor, their representatives, agents, or any other persons under their directions.

Media Approval

Media releases relating to this specific sponsorship arrangement must not be issued by one party without the consent of the other.

No unauthorised use of marks

Exhibitor/partner/sponsor must not use or permit the use of Owner Marks (or any other trade or service marks, logos, designs, devices or intellectual property rights of Owner) and Owner must not use or permit the use of partner/sponsor marks (or any other trade or service marks, logos, designs, devices or intellectual property rights of partner/ sponsor) unless authorised by this Agreement or with the written consent of the other party.

Payment

An invoice will be sent on receipt of the completed application form. Exhibitors/partners/sponsors must make full payment to NDS within 14 days of the invoice being issued. If full payment has not been made, NDS reserves the right to refuse to allot or make space available at the event. For exhibitors who commit to three national conferences, the 10% discount will only be applied if payment is made in advance for all three conferences.

Publication Deadlines

Provision of company details, logos and artwork for advertising, conference literature and the NDS website are to be provided prior to the advised deadlines. If not, NDS will not guarantee that it can be published.

Sponsorships

Please indicate below which sponsorship opportunity you would like to purchase for each conference. (All prices are GST inclusive. Subject to availability)

Partnerships		
Sponsor	POA	
Keynote Sponsor	\$3500	
Captioning Sponsor	\$8000	
Conference catering		
1 Day	Day 1	Day 2
Morning tea	\$1750	
Lunch	\$3500	
Afternoon tea	\$1500	
2 Days		
Morning tea	\$3000	
Lunch	\$6000	
Coffee Cart Sponsor	\$9950	
Additional Opportunities		
Banner Display	\$1400	
Note Pads and Pens	\$1500	
	Day 1	Day 2
Chair Drops		
NDS Members/Associates	\$800	
NDS Industry Supporter	\$1000	
Non Member	\$1500	
Advertising - 1/2 page		
NDS Members/Associates	\$660	
NDS Industry Supporter	\$780	
Non Member	\$1000	

Personal Details

Company/Organisation

Nature of Business

Primary products/services to be promoted at conference

Contact Name

Position

Address

State

Post Code

Email

Website

Mobile

Phone

Fax

Payment Details

TOTAL \$

Date

I have read and agree to the terms & conditions outlined on pages 13-15 of this supporter kit. (This box needs to be ticked for your application to be processed)

Name

Signed

Visa

Mastercard

Cheque/Direct Debit
(please send invoice)

Credit card number

Expiry date

CCV

Name on card

Signature

Display Booths

Please indicate below which sponsorship opportunity you would like to purchase for each conference. (All prices are GST inclusive. Subject to availability)

Display Booths	
NDS Members/Associates	\$3500
NDS Industry Supporter	\$3900
Non Member	\$4500
Premium Booth	
NDS Members/Associates	\$4000
NDS Industry Supporter	\$4400
Non Member	\$5000
Additional booth attendee	\$350 (for 2 days)

Booth Details

Email addresses of booth representatives

- 1.
- 2.

Display booth name (max 25 characters)

Personal Details

Company/Organisation

Nature of Business

Primary products/services to be promoted at conference

Contact Name

Position

Address

State Post Code

Email

Website

Mobile Phone Fax

Payment Details

TOTAL \$ Date

I have read and agree to the terms & conditions outlined on pages 13-15 of this supporter kit. (This box needs to be ticked for your application to be processed)

Name

Signed

Visa
 Mastercard
 Cheque/Direct Debit
 (please send invoice)

Credit card number

Expiry date CCV

Name on card

Signature