



BOOKING FORM

WPHN Congress 2020

Organisation: _____

Contact Name: _____

Position: _____

Postal Address: _____

Phone: _____

Email: _____

SPONSORSHIP PACKAGES		
Type	Cost	Select
Associate Partner	\$50,000	<input type="checkbox"/>
Associate Sponsor	\$35,000	<input type="checkbox"/>
Affiliation Sponsor	\$25,000	<input type="checkbox"/>
Stream Sponsor	\$20,000	<input type="checkbox"/>
Exhibition & Networking Sponsor	\$15,000	<input type="checkbox"/>
Conference Dinner Sponsor	\$12,500	<input type="checkbox"/>
International Speaker Sponsor	\$12,500	<input type="checkbox"/>
Multimedia Sponsor	\$12,500	<input type="checkbox"/>
Poster Presentation Patron	\$12,500	<input type="checkbox"/>
Welcome Function Sponsor	\$10,000	<input type="checkbox"/>
Delegate Essentials Sponsor	\$8,500	<input type="checkbox"/>
Meeting Space Sponsor	\$5,000	<input type="checkbox"/>
LMIC Scholarship Supporter	\$5,000	<input type="checkbox"/>
Promotional Patron	Contra	<input type="checkbox"/>

EXHIBITION PACKAGES		
Coffee Cart Hub Exhibitor	\$9,500	<input type="checkbox"/>
Research Hub Exhibitor	SOLD	<input type="checkbox"/>
First Timers Meet & Greet Hub Exhibitor	\$9,500	<input type="checkbox"/>
Students & Young Professionals Meet & Greet Hub Exhibitor	\$9,500	<input type="checkbox"/>
Exhibition Booth	\$3,500	<input type="checkbox"/>
Exhibition Pod	\$2,000	<input type="checkbox"/>

PROGRAM ADS		
Full page program ad	\$700	<input type="checkbox"/>
Half page program ad	\$350	<input type="checkbox"/>

To book a sponsorship package, please send the completed form to: Eliza Van Der Kley, Events Administration Officer, PHAA, E: evanderkley@phaa.net.au, T: +61 2 6171 1309

CONFIRMATION

Please note: Upon completion of this form a tax invoice and contract will be provided. Confirmation of sponsorship and exhibition spaces is conditional upon this form and contract being completed and all payment has been received. The PHAA reserve the right to reassign any sponsorship or exhibition package if the terms and conditions outlined in the sponsorship and exhibition brochure are not fulfilled.

Upon confirmation, this contract is binding on the signature below.

☐ I/We agree to comply with the terms and conditions and all provisions of the sponsors and exhibitors contractual obligations all of which I/we acknowledge, have read and understood.

Name of authorised person: _____

Position: _____

Signature: _____

Date: _____



- PHAA reserves the right to amend the sponsorship and exhibition packages to benefit the sponsor, exhibitor, congress and delegates.
- Sponsors and Exhibitors will be selected based on their ability to meet congress requirements. PHAA reserves the right to review all display materials provided by a Sponsor or Exhibitor and/or with discretion, refuse any application.
- All Sponsors and Exhibitors must comply with the principles that their sponsorship must:
 - Comply with the [PHAA Sponsorship Protocol](#);
 - Withstand professional and public scrutiny;
 - Conform to professional and community standards of ethics and good taste; and
 - Not bring PHAA and/or the industry into disrepute.
- The Australian Goods and Services Tax (GST) at 10% is applicable to all goods and services offered by the PHAA and all prices in this prospectus are quoted inclusive of GST.
- PHAA reserves the right to vary to prices in accordance with any movements in the legislated rate of the GST.
- Provision of a logo is taken to be permission for the PHAA to use that intellectual property to advertise and promote the congress.
- Sponsorship or exhibition space will be allocated only on receipt of a signed Booking Form. A letter of confirmation and tax invoice will be provided to confirm the booking. The full amount is due and payable within 14 days of receiving the tax invoice.
- Exhibitors must hold public and liability insurance to a minimum of AUD\$10 million. Certificates of currency for the insurance may be requested.

CANCELLATION POLICY

All cancellations must be notified to Eliza Van Der Kley, Events Administration Officer, PHAA in writing by email before the cancellation can be processed. Cancellations will not be deemed to be received until you have written confirmation from PHAA. If you have not received acknowledgment within two (2) business days, please contact Eliza Van Der Kley on +61 2 6171 1309. If the cancellation is not received in writing, the sponsorship or exhibition space will not be cancelled and the full amount will still be payable.

For cancellations received in writing by PHAA on or before 30 June 2019, a service fee of 50% of total fees will apply. No refunds will be made for cancellations after 30 June 2019.

After a sponsorship or exhibition has been confirmed, a reduction in exhibition space or sponsorship size will be considered a cancellation and will be governed by the above cancellation policy. Any exhibition space not claimed one hour before the exhibition commences may be reassigned without refund.

Exhibition space will be allotted in the order in which applications and payments are received.

PHAA reserves the right to rearrange the floor plan and/or relocated any exhibit without notice. PHAA will not discount or refund for any facilities not used or not required.

If it is intended to utilise a custom built stand, the Events Administration Officer must be advised and such advice must include full details and dimensions. All display construction requires the approval of the Events Administration Officer. The custom built stand must fit inside the exhibition space allocated as indicated on the floor plan. Please note, it is a preference of PHAA to not have custom stand at the event.

The delivery of sponsorship and exhibition entitlements will be provided subject to the Sponsor's/Exhibitor's application meeting production timelines.

No Sponsor or Exhibitor shall assign, sublet or apportion the whole or any part of their sponsorship package or booked trade exhibition space except upon written consent of PHAA.

Sponsor or Exhibitor staff attending as part of the sponsorship or exhibition package will be required to agree to the standard delegate terms and conditions.

Should, for any reason outside the control of PHAA, the venue or speakers change or the event be cancelled, PHAA will endeavour to reschedule. In this instance the sponsor/exhibitor will indemnify and hold PHAA harmless from and against any and all costs, damages and expenses. PHAA does not accept responsibility for, and the sponsor/exhibitor indemnifies PHAA against, any costs, charges or fines incurred by the sponsor/exhibitor in the process of attending the WPHN Congress 2020. This agreement is subject to the laws of the Australian Capital Territory and agreement to these terms and conditions indicates acceptance of this indemnity.

Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

