



2017 WSMI GENERAL ASSEMBLY

THE ECONOMICS OF SELF CARE



SAVE THE DATE

OCTOBER 17-19 2017 - SYDNEY, AUSTRALIA

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www.wsmiga2017.com



wsmiga2017@arinex.com.au



WSMI GENERAL ASSEMBLY

THE ECONOMICS OF SELF CARE

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ABOUT THE WSMI GENERAL ASSEMBLY

The World Self-Medication Industry (WSMI) is a federation of regional and national associations, plus manufacturers and distributors of non-prescription medicines globally.

WSMI is dedicated to a world where self-care increasingly contributes to better health and more sustainable healthcare systems.

Our sponsors are essential partners in the successful delivery of the WSMI General Assembly. Sponsors will achieve premium levels of exposure, strategic brand positioning and direct networking opportunities with influential industry figures.

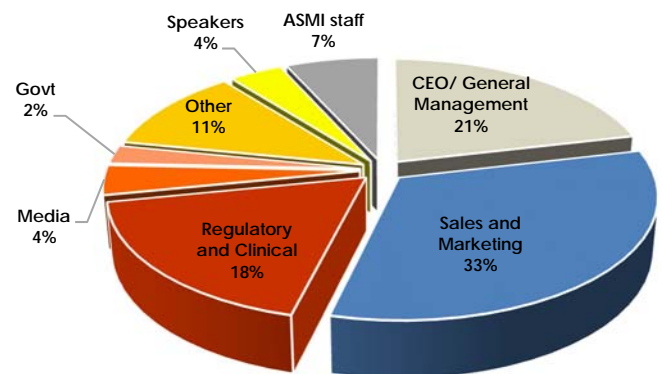
We look forward to partnering with you for the WSMI General Assembly in Sydney in 2017.

Delegate profile

The WSMI General Assembly reaches an exclusive, highly sought after audience. This event is a must attend for anyone working in or interested in consumer healthcare. The core target market for our events is:

- Marketing, Regulatory & Sales Personnel.
- CEO's and General Managers.
- Healthcare professionals.
- Government & Consumer representatives.
- Advertising/PR Agencies.
- Healthcare recruiters.
- Academics.

2016 Australian Self Medication Industry (ASMI) Conference Delegate Breakdown



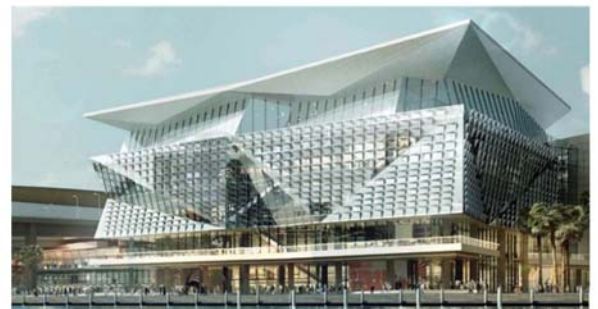
Reasons for sponsoring

- Connect with WSMI members, industry leaders and CEO's growing your network.
- Premier brand alignment with other top tier brands and professionals.
- Maximum brand exposure.
- Showing your support for the World Self Medication Industry.
- Placing your brand 'front of mind' within the industry.

Venue

The WSMI 2017 General Assembly will take place at the International Convention Centre, Darling Harbour, Sydney, Australia.

The newly renovated premise, in the heart of Sydney's metropolis, is walking distance from hotels, cafes, restaurants and major tourist attractions.



Accommodation

For information on available or recommended accommodation options, contact our Accommodation and Housing Team at accommodation@arinex.com.au



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SPONSORSHIP OPPORTUNITIES

MAJOR SPONSORSHIP

Platinum Sponsor \$20,000 (Ex. GST)

**EXCLUSIVE TO ONE SPONSOR*

- Four (4) General Assembly Registrations.
- Sponsor Workshop.
- Logo on Delegate Satchel.
- Logo 20% larger than other sponsors.
- Full page advert in General Assembly Pocket program (artwork supplied by sponsor).
- Delegate list supplied two (2) weeks prior to the General Assembly.
- Two (2) x ASMI eNewsletter adverts
- One (1) promo brochure (max four x A4 pages) as a satchel insert (sponsor to supply material). Inserts must be approved by the Organising Committee.
- Verbal acknowledgement as the Platinum Sponsor during the opening and closing sessions.
- The Platinum Sponsor will provide a free standing banner which will be positioned at the Registration Desk for the duration of the General Assembly (maximum size 2m high x 1m wide).
- Sponsor may provide delegates with a branded gift (sponsor to supply gifts).
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Gold Sponsor \$15,000 (Ex. GST)

- Two (2) General Assembly Registrations.
- Full Page Advert in General Assembly Pocket program (artwork supplied by sponsor).
- Sponsor Workshop.
- Delegate list supplied two (2) weeks prior to the General Assembly.
- One (1) promo brochure (max four x A4 pages) as a satchel insert (sponsor to supply material). Inserts must be approved by the Organising Committee.
- Verbal acknowledgement as a Gold Sponsor during the opening and closing sessions.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Choice of one of the following:

- *Pocket Program.*
- *Delegate Networking Lounge.*



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General Assembly Featured Speaker Sponsor \$12,000 (Ex. GST)

- 2 General Assembly Registrations.
- Half Page Advert in General Assembly pocket program.
- Acknowledgement with all speaker bio and announcements.
- Opportunity to host the sponsored speaker for a tea or lunch break (if offsite, at the sponsor's expense).
- Delegate list supplied one week prior to the General Assembly.
- One (1) promo brochure (max four x A4 pages) as a satchel insert (sponsor to supply material). Inserts must be approved by the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Silver Sponsor \$10,000 (Ex. GST)

- Two (2) General Assembly Registrations.
- Half Page Advert in General Assembly Pocket program (artwork supplied by sponsor).
- Delegate list supplied after the General Assembly.
- One (1) promo brochure (max four x A4 pages) as a satchel insert (sponsor to supply material). Inserts must be approved by the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Choice of one of the following:

- *Website.*
- *Name Badges.*
- *Lunch Break (1 day).*
- *Note pads.*



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BRAND AWARE SPONSORSHIP

General Assembly App \$6,500 (Ex. GST)

The WSMI General Assembly App works on all major platforms (Apple iPhone, Android, Blackberry and Microsoft Mobile).

The WSMI General Assembly App has been developed to enhance the delegate's experience through being more engaging, improving networking and providing smarter interaction within the General Assembly Program. For the WSMI General Assembly App sponsor, it offers unique technology to align your brand with on each delegate's hand held device and deliver your message directly into the palm of their hand. This package includes:

- Vendor Profile Page on the app.
- Sponsor logo displayed when the WSMI General Assembly App loads up for the first time for a user.
- Sponsor logo displayed on the homepage of the WSMI General Assembly App.
- Acknowledged at the top of the Sponsors' page in the app.
- Sponsor logo to be featured on all the WSMI General Assembly App promotional materials such as the instructional sheet.
- Opportunity for sponsor to provide promotional PDF material to be linked to the WSMI General Assembly App.
- Opportunity for sponsor to feature hyperlink or QR code for the WSMI General Assembly App on their own website.
- Sponsor advertisement banner displayed at bottom of the WSMI General Assembly App.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Satchel \$6,500 (Ex. GST)

Logo to appear on the satchel alongside the WSMI 2017 logo. The Organising Committee reserves the right to source and select the satchel. Sponsor may distribute satchels to delegates. This package includes:

- One (1) promo brochure (max four x A4 pages) as a satchel insert (sponsor to supply material). Inserts must be approved by the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
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Delegate Networking Lounge \$6,500 (Ex. GST)

- A dedicated area, with a lounge and coffee table provided.
- The sponsor may provide two (2) freestanding banners which will be positioned in the delegate lounge (maximum size 2m high x 1m wide).
- Corporate literature may be displayed in the delegate lounge (sponsor to supply).
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Pocket Program \$4,500 (Ex. GST)

- Full page advertising space on the outside back cover of the General Assembly Pocket Program (artwork to be supplied by sponsor).
- Logo printed on cover of the General Assembly Pocket Program alongside General Assembly logo.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Pens \$3,500 (Ex. GST)

Pens provided by the sponsor will be included in the satchel. This package includes:

- Pens to be available at the back of the session rooms.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
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Note Pads \$3,500 (Ex. GST)

Notepads provided by the sponsor will be included in the satchel. This package includes:

- Notepads to be available at the back of the session rooms.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

WSMI GA Website \$3,500 (Ex. GST)

- Advert placed on every page of the General Assembly website. (Artwork to be supplied by sponsor), including a hyperlink to the organisation's home page.
- Recognition as a Sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a Sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Recognition as a Sponsor (with organisation logo) on printed General Assembly material.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Name Badges \$3,000 (Ex. GST)

To gain access to the General Assembly, all delegates are required to wear an official name badge.

- Sponsor's logo to appear on all delegate name badges alongside the WSMI 2017 logo.
- Recognition as a Sponsor (with organisation logo) on the sponsors' page of the official Meeting website, including a hyperlink to the organisation's home page.
- Acknowledgement as a Sponsor on the official sponsor acknowledgement board situated onsite at the Meeting.
- Recognition as a Sponsor (with organisation logo) on printed Meeting material.
- Use of the General Assembly logo for marketing purposes until end of October 2017.

Pocket Program Advert: Full Page \$1,900 (Ex. GST)

Pocket Program Advert: Half Page \$1,200 (Ex. GST)

Satchel Inserts: Literature \$1,300 (Ex. GST)

- One (1) promo brochure (max four x A4 pages) as a satchel insert (sponsor to supply material). Inserts must be approved by the Organising Committee.

Satchel Inserts: Product \$1,100 (Ex. GST)

- One (1) promotional item/product only for inclusion in all delegate satchels. A printed flyer/product description tag may be affixed to a promotional item, however if you wish to include a separate flyer or descriptor then an additional cost of \$1,100 (Ex. GST) will apply.



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BUSINESS NETWORKING SPONSORSHIP

General Assembly Dinner \$12,500 (Ex. GST)

Sponsor receives a three (3) minute pre-dinner greeting and address opportunity with guests.

This package includes:

- Two (2) General Assembly Dinner tickets.
- Reserved VIP table for sponsor to invite guests to be seated with them.
*Note: all guests must have a ticket to the function, whether offered from the above allocation or additional tickets are purchased.
- The sponsor may provide a freestanding banner which will be positioned at the entrance to the General Assembly Dinner venue (maximum size 2m high x 1m wide).
- Small table signs featuring the organisation name and logo displayed on the tables at the General Assembly Dinner (General Assembly Managers to supply).
- Organisation logo will be printed on all dinner programs/menu and tickets.
- Sponsor may provide the General Assembly Dinner guests with a branded gift (sponsor to supply gifts, subject to the approval of the Organising Committee).
- Opportunity to provide product to be served during the General Assembly Dinner (subject to approval by the General Assembly Manager and Venue).
- Opportunity for sponsor to provide branded materials such as napkins for use by guests during the function. We welcome your ideas to provide additional theming for the function, subject to the approval of the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo until the end of October 2017.

Board Members VIP Dinner \$10,000 (Ex. GST)

Sponsor receives a five (5) minute pre-dinner greeting and address opportunity with guests.

This package includes:

- Four (4) Board Members VIP Dinner tickets.
- Sponsor may provide a freestanding banner which will be positioned at the entrance to the Board Members VIP Dinner venue (maximum size 2m high x 1m wide).
- Small table signs featuring the organisation name and logo displayed on the tables at the General Assembly Dinner (General Assembly Managers to supply).
- Organisation logo printed on all dinner programs/menu and tickets.
- Sponsor may provide VIP Dinner guests with a branded gift (sponsor to supply gifts, subject to the approval of the Organising Committee).
- Opportunity to provide product to be served during the General Assembly Dinner (subject to approval by the General Assembly Manager and Venue).
- Opportunity for sponsor to provide branded materials such as napkins for use by guests during the function. We welcome your ideas to provide additional theming for the function, subject to the approval of the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly



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Diamond Awards Session \$12,500 (Ex. GST)

The Diamond Awards Session will take place on conclusion of the General Assembly. The Sponsor will be given naming rights of the session and have the opportunity to present a Five (5) minute address to guests. This package includes:

- The sponsor may provide a freestanding banner which will be positioned in a prominent location at the Dinner Awards Session (maximum size 2m high x 1m wide).
- Table of Eight (8) at the Diamond Awards Session
- Opportunity to provide product to be served during the Awards Session (subject to approval by the General Assembly Manager and Venue).
- Opportunity for sponsor to provide branded materials such as napkins for use by guests during the function. We welcome your ideas to provide additional theming for the function, subject to the approval of the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo until the end of October 2017.

General Assembly Closing Reception \$7,500 (Ex. GST)

The Sponsor will be given naming rights of the Closing Reception and have the opportunity to present a three (3) minute address to guests. This package includes:

- The sponsor may provide a freestanding banner which will be positioned in a prominent location at the Closing Reception venue (maximum size 2m high x 1m wide).
- Four (4) passes for nominated guests to attend the Closing Reception (these passes are for the Closing Reception only, attendance to other sessions and breaks not included).
- Opportunity to provide product to be served during the Closing Reception (subject to approval by the General Assembly Manager and Venue).
- Opportunity for sponsor to provide branded materials such as napkins for use by guests during the function. We welcome your ideas to provide additional theming for the function, subject to the approval of the Organising Committee.
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo until the end of October 2017.



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Lunch Break \$3,500 (Ex. GST)

- Logos on catering stations
- Four (4) passes for nominated guests to attend the sponsored lunch (these passes are for the sponsored lunch only, attendance to other sessions and catering breaks not included)
- Opportunity to provide product to be served during the sponsored lunch (subject to approval by the General Assembly Manager and Venue)
- Corporate literature may be displayed at the sponsored lunch station (sponsor to supply)
- The sponsor may provide a freestanding banner which will be positioned in a prominent location in the lunch area (maximum size 2m high x 1m wide)
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo until the end of October 2017.
- We welcome your ideas to provide additional theming for the sponsored break, subject to the approval of the Organising Committee.

Arrival Refreshment \$3,500 (Ex. GST)

Sponsor may provide refreshments to delegates on arrival at the registration area.

- Logos on Arrival Refreshment stations
- Four (4) passes for nominated guests to attend the Arrival Refreshments (these passes are for the Arrival Refreshments only, attendance to other sessions and catering breaks not included).
- The sponsor may provide a freestanding banner which will be positioned in a prominent location in the refreshment area (maximum size 2m high x 1m wide).
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo until the end of October 2017.
- We welcome your ideas to provide additional theming for the sponsored break, subject to the approval of the Organising Committee.



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Refresh Break \$2,500 (Ex. GST)

Sponsor may provide refreshments to delegates on breaks in the registration area.

- Logos on Refreshment Break stations
- Four (4) passes for nominated guests to attend the Refreshment Break (these passes are for the Refreshment Break only, attendance to other sessions and catering breaks not included).
- The Sponsor may provide product samples to be placed at Refreshment Break stations (subject to the approval of the Organising Committee).
- The sponsor may provide a freestanding banner which will be positioned in a prominent location in the refreshment break area (maximum size 2m high x 1m wide).
- Recognition as a sponsor (with organisation logo) in the General Assembly Pocket Program.
- Recognition as a sponsor (with organisation logo) on the sponsors' page of the official General Assembly website, including a hyperlink to the organisation's home page.
- Acknowledgement as a sponsor on the official sponsor acknowledgement board situated onsite at the General Assembly.
- Use of the General Assembly logo until the end of October 2017.

To discuss further opportunities to Sponsor or Exhibit at the WSMI General Assembly, please contact the Sponsorship and Exhibitions Account Manager by emailing sponsorship@arinex.com.au or phoning +61 2 9265 0700.

Arinex Pty Ltd has been appointed as the official Professional Conference Organiser (PCO) and looks forward to delivering an inspiring experience. We provide a highly creative and professional meetings and events management service to associations, governments and corporate organisations.



Sponsorship & Exhibitions Account Manager
WSMI 2017 General Assembly Managers
C/- Arinex Pty Ltd
Level 10, 51 Drutt Street
SYDNEY NSW 2000 AUSTRALIA

Tel: +61 2 9265 0700
Fax: +61 2 9267 5443
Email: sponsorship@arinex.com.au
Website: www.wsmiga2017.com



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EXHIBITION OPPORTUNITIES

Trestle Table Package \$1,500 (Ex.GST)

Each Trestle Table Display package includes the following:

- Trestle table display space 2m wide x 1m deep, includes:
 - One (1) trestle table
 - Two (2) chairs
- Ability to display own pull up banner (1)
- One exhibitor pass
- A comprehensive exhibition manual
- Organisation name listed on exhibition page of the General Assembly website
- 50 word profile per organisation in the Program Book*



Bump in: Wednesday 18 October, 7am

Display days: Wednesday 18 October – Thursday 19 October 2017

Complimentary exhibitor pass

FOC

- Morning and afternoon catering breaks/lunch
- General Assembly satchel, including delegate list**
- Program Book

Additional exhibitor pass

\$400 incl. GST

- Morning and afternoon catering breaks/lunch
- General Assembly satchel, including delegate list**
- Program Book

-To purchase additional tickets to the Welcome Reception and General Assembly Dinner, please contact the General Assembly Managers.



SPONSORSHIP / EXHIBITION BOOKING & PAYMENT FORM

Sponsorship & Exhibitions Account Manager
WSMI General Assembly 2017
Arinex Pty Ltd
Level 10, 51 Druitt Street
SYDNEY NSW 2000 Australia

Tel: +61 2 9265 0700
Fax: +61 2 9267 5443
Email: sponsorship@arinex.com.au
Web: www.wsmiga2017.com

A. SPONSORSHIP PACKAGE(S) REQUESTED

COST A\$

- | | |
|---------|-------|
| 1. | |
| 2. | |

B. TRESTLE TABLE REQUESTED

Please reserve the following trestle table (please tick):

Trestle Table

Trestle Table (2m x 1m includes 1 table and 2 chairs)

A\$1,500 (ex. GST)

Preferred Trestle Table (s) (refer to floor plan) **TOTAL A\$:**

Please indicate companies you do not wish to be placed near:

AMOUNT PAYABLE A & B	A\$
50% deposit payable 30 days from date of invoice (Full Payment/Balance due: 25 July 2017 (ex. GST))	A\$

Organisation name (for marketing purposes): _____

Organisation name (for invoicing purposes): _____

Address: _____ City: _____

Postcode: _____ State: _____ Country: _____

Main Sponsor / Exhibitor contact: Mr / Mrs / Ms / Other:

Name: _____

Position: _____

Tel: _____ Fax: _____

Email: _____ Website: _____

Yes I have read and agree to the booking terms and conditions on the following page.

Authorised by: _____

Date: _____

Signature: _____

Please note that your booking will not be processed unless all sections above are completed.

PAYMENT DETAILS (please tick)

We wish to pay via company cheque. Note all cheques must be made payable to: Arinex Pty Ltd on behalf of WSMI 2017 and should be forwarded to the General Assembly Managers at the above address.

We wish to pay via EFT. Bank details will be provided by the General Assembly Managers with your tax invoice.

We wish to pay via credit card. (Please note – a separate booking form will be provided for you to include our credit card information)



SPONSORSHIP BOOKING TERMS & CONDITIONS

1. Where appropriate, Goods & Services Tax (GST) is applicable to all goods and services offered by the General Assembly Managers. All prices in this document are excluding GST. GST is calculated at the date of publication of this document. The General Assembly Managers reserve the right to vary the quoted prices in accordance with any movements in the legislated rate of the GST.
2. Sponsorship will be allocated only on receipt of a signed Booking Form and Booking Terms & Conditions. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable 30 days from the date of the tax invoice. The balance is due and payable by **25 July 2017**. Applications received after **25 July 2017** must include full payment.
3. All monies are payable in Australian dollars. Cheques should be made payable to Arinex Pty Ltd for and on behalf of the WSMI 2017 and must be drawn on an Australian bank.
4. All monies due and payable must be received (and cheques cleared) by the General Assembly Managers prior to the event. No organisation will be listed as a sponsor in any official General Assembly material until full payment and a booking form have been received by the General Assembly Managers.
5. **CANCELLATION POLICY:** In the event of cancellation, a service fee of 50% of total fees applies for cancellations prior to **2 May 2017**. No refunds will be made for cancellations after this date and full payment will be required. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable and the General Assembly Managers will issue an invoice which will be payable within seven (7) days. After Sponsorship has been confirmed and accepted, a reduction in Sponsorship is considered a cancellation and will be governed by the above cancellation policy.
6. No sponsor shall assign, sublet or apportion the whole or any part of their sponsorship package except upon prior written consent of the General Assembly Managers.
7. Sponsorship monies will facilitate towards the successful planning and promotion of the General Assembly in addition to subsidising the cost of management, communication, invited speakers, program and publications. Sponsorship monies are not expended on any entertainment incurred which is incidental to the activities of the General Assembly.
8. Sponsorship entitlements including organisation logo on the General Assembly website and other marketing material will be delivered only after receipt of the required deposit or full payment.
9. Nomination of speakers will be subject to written approval by the speaker and program committee. Furthermore at the discretion of the program committee, Speaker Sponsors may be asked to speak at additional keynote and concurrent sessions. Speaker Sponsors may provide concurrent session speakers on similar terms.
10. Speaker's contract will make it clear that these speakers must present leading edge non-commercial papers with no obvious product endorsement and they must act ethically, not commenting on other speakers their presentations or sponsors' products.
11. Following approval from the scientific program committee, sponsors will be expected to negotiate directly with their nominated speaker and cover all costs relating to their attendance at WSMI 2017.
12. Sponsors may use the speaker at breakfasts, optional workshops and commercial sessions during the General Assembly but at no other public, external or by invitation appearances pre or post the General Assembly for a period of 30 days.
13. After the speaker has committed to the program and associated costs have been negotiated, the General Assembly Managers will then take on the speaker liaison in relation to obtaining abstracts, papers, copyright waiver and speaker a/v requirements.
14. Sponsors entitled to host an endorsed private function, do so at their own expense and at a time and date approved by the General Assembly Managers and WSMI.
15. The Delegate List may be used by the sponsors up to and not beyond 19 October 2017 for the purposes of contacting 2017 General Assembly delegates. The list must **not be used in conjunction** with any other non-related General Assembly matters nor **is the list to be used for future General Assembly marketing**, or transferred in whole or in part to any third party.
16. Privacy Statement – YES I consent to my details being shared with suppliers and contractors of the event to assist with my participation, being included in participant lists and for the information



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distribution in respect to other relevant events organised by Arinex Pty Ltd. [] NO, I do not consent

EXHIBITION BOOKING TERMS & CONDITIONS

1. Where appropriate, Goods & Services Tax (GST) is applicable to all goods and services offered by the General Assembly Managers and all prices in this document are inclusive of the GST. GST is calculated at the date of publication of this document. The General Assembly Managers reserve the right to vary the quoted prices in accordance with any movements in the legislated rate of the GST.
2. Exhibition space display tables will be allocated only on receipt of signed Booking Form and Booking Terms & Conditions. A letter of confirmation will be provided to confirm the booking, together with a tax invoice for the required 50% deposit. The deposit is payable 30 days from the date of the tax invoice. The balance is due and payable by **25 July 2017**. Applications received after **25 July 2017**, must include full payment.
3. **All monies are payable in Australian dollars.** Cheques should be made payable to Arinex Pty Ltd on behalf for and on behalf of WSMI 2017 and must be drawn on an Australian bank.
4. All monies due and payable must be received (and cheques cleared) by the General Assembly Managers prior to the event. No exhibitor will be allowed to begin move-in operations or be listed as an exhibitor in the on-site publications until full payment and a booking form have been received by the General Assembly Managers.
5. Public and Product Liability insurance to a minimum of A\$10 million must be taken out by each exhibitor at their own expense. A copy of the organisation's public and product liability certificate must be submitted to the General Assembly Managers at the time of submitting their booking form or by no later than **25 July 2017**.
6. **CANCELLATION POLICY:** In the event of cancellation, a service fee of A\$1,000.00 applies per display table booking to cancellations on or before **2 May 2017**. No refunds will be made for cancellations after this date. Should a cancellation be made prior to payment being made, the appropriate cancellation fee will be applicable and the General Assembly Managers will issue an invoice which will be payable within seven (7) days. After space has been confirmed and accepted, a reduction in space is considered a cancellation and will be governed by the above cancellation policy. Reduction in space can result in relocation of exhibit space at the discretion of the General Assembly Managers. Any space not claimed and occupied before 10 October 2017 will be reassigned without refund.
7. The General Assembly Managers reserve the right to rearrange the floor plan and / or relocate any exhibit without notice. The General Assembly Managers will not discount or refund for any facilities not used or required.
8. If the exhibitor intends to install a custom built stand, the General Assembly Managers must be advised and such advice must include full details and stand dimensions. This information must be received no later than **25 July 2017**. All display construction requires the approval of the General Assembly Managers and venue management. A pro rata fee will apply if any construction occupies space outside the specified space as indicated on the floor plan.
9. No exhibitor shall assign, sublet or apportion the whole or any part of their booked space except upon prior written consent of the General Assembly Managers.
10. Delegate List may be used by the Exhibitor for the purpose of contacting WSMI 2017 General Assembly delegates only. The list must not be used for the purpose related to future General Assemblies, and shall not be transferred in whole or in part to any Third party.
11. Privacy Statement – YES I consent to my details being shared with suppliers and contractors of the event to assist with my participation, being included in participant lists and for the information distribution in respect to other relevant events organised by Arinex Pty Ltd.
[] NO, I do not consent.