

NZNO Women's Health College Annual Conference 9-11 May 2024 Rydges Lakeland Resort, Queenstown



Sponsorship & Exhibition Prospectus

“Remarkable Women”



medical technology
ASSOCIATION OF NEW ZEALAND

PROUDLY PRESENTED IN ASSOCIATION WITH :



INVITATION

Tēnā koe Prospective Exhibitor and Sponsor:

On behalf of the Women's Health College of NZNO (New Zealand Nurses Organisation / Tōpūtanga Tapuhi Kaitiaki o Aotearoa), we would like to thank you for your interest in the 2024 Women's Health College Conference. We welcome your partnership and support as we work to improve the health of wāhine/women in Aotearoa New Zealand.

Our upcoming 2024 Conference will be held in Queenstown, on the **9 – 11 May, 2024**, at Rydges Hotel.

This year, our theme is **Remarkable Women**, a nod to all those women who come into our care and a reflection of our generous and inspired nursing workforce across Aotearoa.

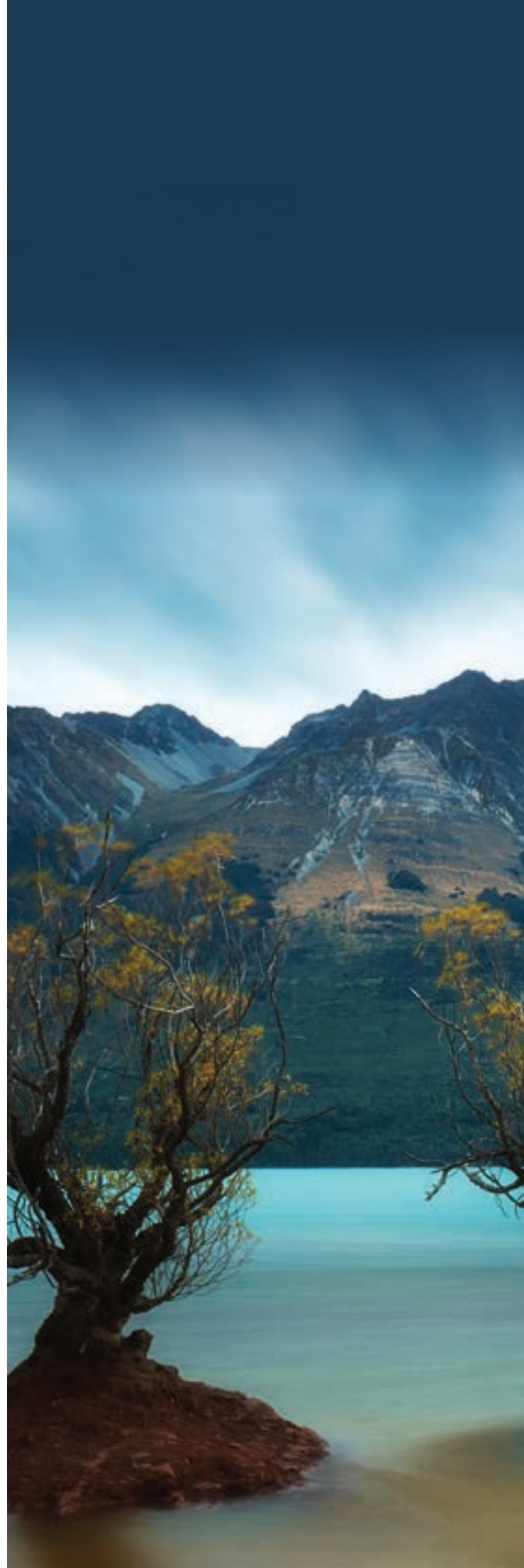
The Women's Health College is the professional nursing voice for women's health and related issues. We advocate for wāhine, influence health policy, and aim to provide nursing leadership to promote, support and advance nursing practice and quality health care delivery in relation to women's health in Aotearoa New Zealand.

Your participation provides the opportunity to:

- Network with frontline providers from around the country
- Promote your organisation and services to delegates
- Demonstrate and raise awareness of your product
- Showcase your commitment to women's health and women's healthcare providers
- Learn about the impacts on women's health

We hope you find the sponsorship information helpful, and we look forward to collaborating with you and your organisation.

Ngā mihi nui,
Jill Lamb Chair, Women's Health College (NZNO)



DELEGATE PROFILE

Each year, the Women's Health College Conference brings together over 100 healthcare professionals from across Aotearoa New Zealand to learn, network, discuss, and broaden horizons. Our conference includes those who practice in all settings and specialties as women's health is more than reproductive health.

Conference attendees are predominantly female and include:

- Nurses
- Midwives
- Doctors
- Educators
- Organisational Managers
- Allied Health Professionals

Workplace settings of attendees are both urban and rural and include:

- Te Whatu Ora – hospital and community settings
- Māori and Iwi Providers
- Private Clinics
- GP Practices
- Tertiary Providers

Many attendees have international connections as 41% of Aotearoa New Zealand's nurses are internationally qualified.

WHO WE ARE

NZNO (New Zealand Nurses Organisation/Topūtanga Tapuhi Kaitiaki o Aotearoa) has a history going back to 1905 when nurses in Wellington formed the Wellington Private Nurses Association. The Wellington nurses sparked the creation of other nursing associations throughout the motu/country, and the Trained Nurses' Association began in 1909. Over the years, the growth and influence of the Trained Nurses' Association continued, and in 1993, the Trained Nurses' Association amalgamated with the Nurses Union to establish NZNO.

From those humble beginnings, NZNO now has over 55,000 members and is the leading professional body for nurses in Aotearoa New Zealand. Members include nurses, midwives, students, kaimahi hauora, health care workers and allied health professionals.

The Women's Health College began 20 years ago in 2003 and was known as the Women's Health Section at our inception. In 2017, we became the Women's Health College. We strive to be a driving force to ensure all women in Aotearoa/New Zealand receive optimum healthcare through advocacy, educational support for members, policy submission, and collaboration with other organisations to create positive change for women's health.

Our membership consists of NZNO members who are committed to the improvement of women's health. Our members are predominately women who work in diverse settings across Aotearoa New Zealand.



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ASSOCIATION OF NEW ZEALAND

Exhibition and Sponsorship Liaison

For more information and queries, please contact:

Britta van Uden

Medical Technology Association of NZ

Phone: +64 9 917 3647

Email: britta@mtanz.org.nz

EXHIBITION TIMINGS

There is an opportunity to showcase your equipment at the Workshop, being held on 9 May from 2.00pm to 4.00pm. Please contact Jill Lamb, Jillian.Lamb@cdhb.health.nz

EXHIBITION SET-UP HOURS

Date	Thursday 9 May	From	12:30 for Workshop
	Friday 10 May	From	06:30 for Conference

EXHIBITION OPEN HOURS

Date	Friday 10 May	Time	07:30 to 16:30
	Saturday 11 May	Time	08:00 to 13:30

EXHIBITION BREAKDOWN HOURS

Date	Saturday 11 May	From	13:30
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Health & Safety

Due to Health & Safety requirements exhibitors will not be granted access to the exhibition area prior to the time specified above. Likewise, exhibitors are not permitted to pack down prior to the time indicated due to noise levels that will be created within the exhibition space. Please ensure that your staff are aware of this.

COVID-19

The 2024 Conference Organising Committee is following the government's advise and strict health rules around COVID-19. For all MTANZ managed exhibitions/events, we adhere to the New Zealand Event Sector Voluntary Code.

When at the event, it's really important to practise good hygiene, regularly wash and thoroughly dry your hands and practise good sneeze/cough etiquette. Hand sanitiser will be positioned in the conference venue. Most importantly and as always, anyone who is unwell should not be attending any public events. For more information, please email Britta van Uden for our COVID-19 On-site Preparedness Plan.



SOCIAL EVENTS

WELCOME FUNCTION

- Date** Thursday 9 May
- Time** 17:00
- Venue** 1876 Bar (the old Courthouse),
45 Ballarat, Street,
Queenstown
- Cost** At own expense
- Dress** Casual

CONFERENCE DINNER

- Date** Friday 10 May
- Time** 18:00
- Venue** Bazaar Restaurant
Rydges Lakeland Resort,
Queenstown
- Cost** Included in the exhibitor
registration fee
- Theme** Remarkable Women
- Dress** Celebration



Conference Theme: Remarkable Women

All refreshments will be held in the exhibition area, including: Morning Teas Lunches Afternoon Teas



ABOUT THE VENUE

Meeting Venue

Rydges Lakeland Resort

38-54 Lake Esplanade, Queenstown

www.rydges.com/accommodation/new-zealand/queenstown-resort

P: +64 3 442 7600

Rydges Lakeland Resort Queenstown is located on the shores of stunning Lake Wakatipu, boasting unmatched views across the water to some of the most majestic scenery in New Zealand.



Accommodation

Please refer to the conference website, [here](#), for accommodation options.

Any accommodation queries, please contact Britta: britta@mtanz.org.nz



About Queenstown

Nestled amidst New Zealand's spectacular alpine landscapes, Queenstown offers more than just a getaway. Venture further, immerse yourself in nature and connect with the land and community. Queenstown invites you to slow down, experience more and become a temporary local.



EXHIBITION COSTS & SPACE DETAILS

Please confirm all of your requirements on the Application to Exhibit at the end of this prospectus.

Invoicing: On receipt of your completed Application to Exhibit form, MTANZ will raise an invoice for the stand cost. Please refer to Booking and Payment Conditions listed in the Terms and Conditions.

Space Site Cost | 3 x 2 mtr site

MTANZ Member NZ\$1,685.00 + gst

MTANZ Non-Member NZ\$2,035.00 + gst

Power is available at an additional cost of NZ\$60.00 plus GST per space (a single 240volt 10amp power outlet to be ordered on the Application to Exhibit). Multiboards are available at an additional \$10.00 plus GST.

Space Only stand price includes:

- Society Contribution
- 1 Personnel registration
- 1 Trestle Table
- 1 x Tablecloth
- 2 x Chairs
- Delegate list (provided at pack in)
- Company listing and product summary in Conference Handbook
- MTANZ Administration Fee

Note: No booths are provided for the exhibition space.

Exhibitor Fees

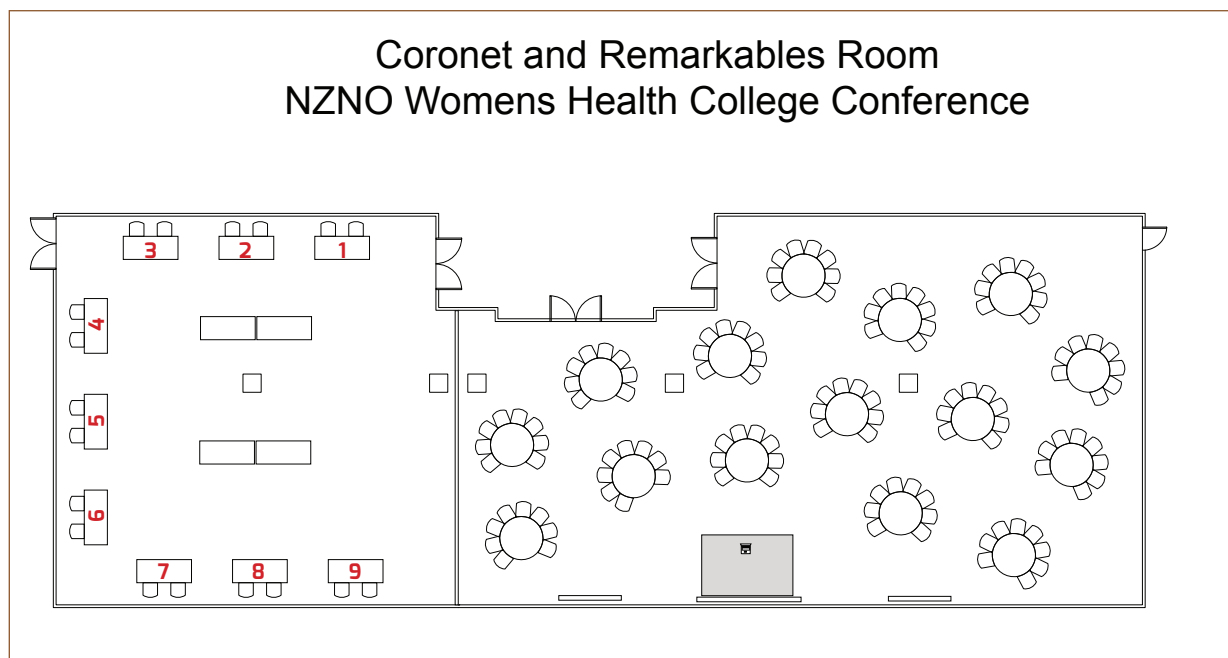
Exhibitor Registration Fee NZ\$230.00 + gst

Note: 1 personnel registration is included in the stand cost. Any additional registrations will be charged as above.

All exhibitors must be registered via Medical Technology Association of NZ.

Site Plan

MTANZ reserves the right to modify the floor plan to accommodate space sales or change as necessary to avoid conflicts.



EXHIBITION INFO

Attachments & Adhesives

We have a policy that a room or area of the venue must be returned to the condition in which it was found, following each hire. Possible damage or risk to furniture or fittings is avoided by the following measures:

Many display adhesives are damaging to timberwork, painted finish and fabrics, we ask that you check with the Conference and Banqueting Supervisor to ascertain what is most suitable for you to use. Cellotape and double sided tapes, tacking or nailing into timberwork, painted finish or fabrics are strictly prohibited. Painted areas must not be used for displays. Tying or hanging objects with string or gut is recommended and please ensure that sprinkler heads or lighting fixtures are not used.

Damage to the building is chargeable to the Exhibitor.

Deliveries – Pre-Conference

MTANZ and the exhibition venue staff will not accept responsibility for goods left unattended by couriers or exhibitors. The venue accepts deliveries one day prior to the exhibition set up.

Rubbish

The exhibition venue staff handles normal rubbish disposal and rubbish sacks are placed out during pack-in/ out times. Please do not stack packing and rubbish in front of fire doors. Please place any items of rubbish directly in front of your stand and ask a Conference and Banqueting staff member to permanently dispose on your behalf.

Furniture

Exhibition space includes a trestle table and chairs but should you wish to invest in additional furniture and accessories then please contact Gwen Johnston from Exhibition Hire Services (EHS) directly on:

Phone: +64 21 547 608

Email: gwen@exhibitionhire.co.nz

Web: www.exhibitionhire.co.nz

Storage On-Site

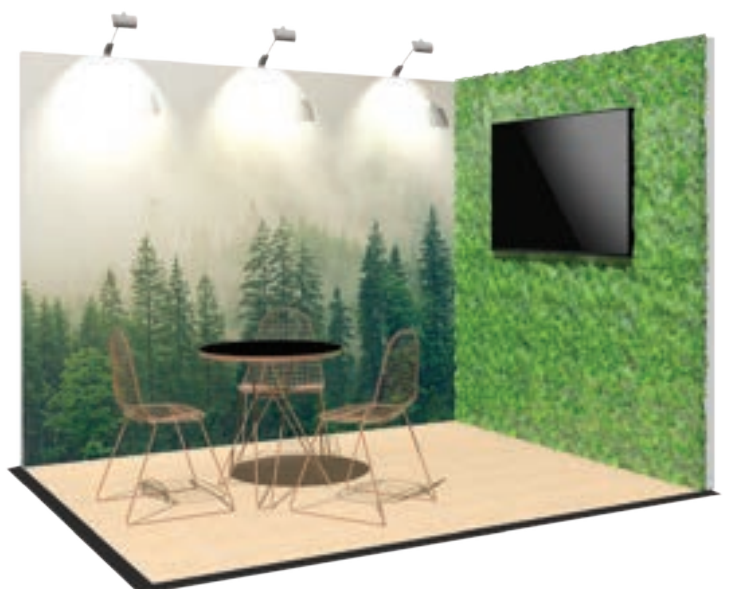
Please contact the venue directly for information on storage options. As a general rule there is minimal storage on site and we ask that large items or any crating be taken off site to store.

Courier Items

If you have forwarded courier items direct to the venue prior to your arrival, please check with a Conference & Banqueting staff member who will arrange for the items to be placed on your stand. If you are expecting any items to be delivered during your stay please provide details to a Conference & Banqueting staff member. At the conclusion of the exhibition, if you are couriating any items direct from the venue we ask the following:

1. Book courier and advise that the items are to be collected from the correct conference room
2. Ensure all items are correctly labeled and marked, with number of items to be collected.

Please note: We are unable to arrange courier collection on your behalf. The venue does not take any responsibility for items not collected. Any items, which are left in the venue two days after the exhibition, will be permanently disposed of unless prior arrangement has been made.



PROGRAMME

NZNO Women's Health College Conference - May 9-11, 2024

Theme: Remarkable Women

Thursday 9th May 2024 - Half Day Practical Session		
TIME	SPEAKER	TOPIC
1400 – 1600hrs	Jill Lamb	Colposcopy
	Lauren Moore	Hysteroscopy
	Bayer Rep, Sandy Hamilton, Maya Bachu	Mirena / Jadelle Insertion
	Helen Kemp	Pessaries
1700 Onwards Welcome. Informal Gathering - 1876, 45 Ballarat Street, Queenstown. At own expense		
Friday 10th May 2024		
Master of Ceremony	Christopher Lamb	
0730-0815	Registrations	
TIME	SPEAKER	TOPIC
0830-0845	Julia Anderson & Judith Beattie Christopher Lamb	Welcome Karakia House Keeping
0845-0930	Professor Bev Lawton	HPV & Research across the Motu
0930-1015	Dr Judy Ormandy	Marae Based Colposcopy Clinic
1015-1030	Nadine Riwai	HPV Self Testing
1030-1100 Morning Tea		
1100-1200	Susan Rae	Female Pelvic Floor Mesh Service
1200-1220	Paul Goulter	CEO NZNO
1220-1300	Keri Mapperson & Rachael Hamilton	Rural Midwifery equity & access
1300-1345 Lunch		
1345-1445	Paper & Poster Presentations	
1445-1530	Lauren Moore	AUB / Endometrial Cancer / Hysteroscopy
1530-1600	Dr Reena Kainamu	Equity
1800 Dinner and Dance Dress - Celebration		
Saturday 11th May 2024		
0730-0815	Registrations	
TIME	SPEAKER	TOPIC
0800-0815	Christopher Lamb	House Keeping
0815-0900	Sandy Hamilton	Contraception
0900- 0915	Maya Bachu	Mirena vs Tubal Ligation
0915- 1000	Katherine King	Tamoxifen & PMB
1000-1030	Jacqui Gartell	Late TOP's
1030-1100 Morning Tea		
1100-1145	Vanessa van Uden	Baby Box Trust
1145-1245	AGM	Spot Prizes
1245-1330 Lunch		
1330-1400	Kate Calvert	Women's Health across the three Women's Prisons in Aotearoa
1400-1430	Sue Morel	Barriers to Vulval Cancer Treatment
1430-1445 Refreshments		
1445-1545	Marja Captijn	Menopause
1545-1600	Closing remarks and farewell	

The Conference Committee reserve the right to change timings &/or speakers.

SPONSORSHIPS

PARTNER sponsor

NZ\$4,500 + gst (limited to one sponsor)

ADDITIONAL BENEFITS

Overriding prominence during the conference and recognition as the major partnership sponsor

Choose from one of the following to be associated with:

SESSION SPONSOR or SPEAKER SPONSOR

Acknowledgement of sponsorship in the programme with associated speakers name/ session if this is sponsored

Complimentary Exhibition Site

Premium choice of Exhibition Site

Two complimentary Conference Registrations including Welcome Function tickets

Two complimentary Conference Dinner tickets

Company logo displayed on Welcome slide and a PARTNER SPONSOR slide shown throughout the conference

Acknowledgement by the Convener during the Opening and Closing sessions

Allocation of 2 minute address to conference delegates during the Opening session

Recognition as a PARTNER SPONSOR for the lead up and duration of the conference

Recognition on Conference material

Recognition as a PARTNER SPONSOR in the programme list of sponsors

Company logo and link on Conference Website

Company logo on the front cover and listing inside Conference Handbook

Full page of advertising inside the Conference Handbook (artwork to be supplied by the sponsor)

Delegate list ten working days prior to conference (excludes email addresses)

Complimentary insert of educational material, supplied by the sponsor, into delegates' satchels

GOLD sponsor

NZ\$3,500 + gst

ADDITIONAL BENEFITS

Complimentary Exhibition Site

Early choice of Exhibition Site after Platinum Sponsor

Two complimentary Conference Registrations including Welcome Function tickets

Company logo displayed on Sponsors slide shown throughout the conference

Recognition as GOLD SPONSOR for the duration of the conference

Recognition on Conference material

Recognition as GOLD SPONSOR in the programme list of sponsors

Recognition as a GOLD SPONSOR for the lead up and duration of the conference

Company logo and link on Conference Website

Half page of advertising inside the Conference Handbook (artwork to be supplied by the sponsor)

Delegate list ten working days prior to conference (excludes email addresses)

Complimentary insert of educational material, supplied by the sponsor, into delegates' satchels

SPONSORSHIPS CONT.

COFFEE BARISTA sponsor

NZ\$2,000 + gst (limited to one sponsor)
Includes coffee cart and barista for duration of conference
(coffee charged on consumption at \$4.50 per cup)

ADDITIONAL BENEFITS

Company logo displayed on Sponsors slide shown throughout the conference

Company will be acknowledged as a Sponsor associated with the Coffee Barista

Brand display on coffee cart (measurements: 1200mm W x 785mm H) or pull up banner placement next to coffee cart

Recognition as the COFFEE BARISTA SPONSOR for the duration of the conference

Recognition on Conference material Recognition in the programme list of sponsors Company logo and link on Conference Website

Early choice of Exhibition Site after Partner and Gold Sponsors

One complimentary Conference Registrations including Welcome Function

Delegate list ten working days prior to conference (excludes email addresses)

Complimentary insert of educational material, supplied by the sponsor, into delegates' satchels

SUPPORTING sponsor

NZ\$300 + gst

ADDITIONAL BENEFITS

Company logo displayed on screen during conference

Complimentary insert of promotional material (supplied by sponsor) in delegates satchels

Recognition as a Supporting Sponsor in the programme list of sponsors

SILVER sponsor

NZ\$1,500 + gst

ADDITIONAL BENEFITS

Company logo displayed on Sponsors slide shown throughout the conference

Recognition as the SILVER SPONSOR for the duration of the conference

Recognition on Conference material

Recognition as the SILVER SPONSOR in the programme list of sponsors

Company logo and link on Conference Website

Quarter page of advertising inside the Conference Handbook (artwork to be supplied by the sponsor)

Delegate list ten working days prior to conference (excludes email addresses)

Complimentary insert of educational material, supplied by the sponsor, into delegates' satchels

BRONZE sponsor

NZ\$1,000 + gst

ADDITIONAL BENEFITS

Company logo displayed on Sponsors slide shown throughout the conference

Recognition as the BRONZE SPONSOR for the duration of the conference

Recognition on Conference material

Recognition as the BRONZE SPONSOR in the programme list of sponsors

Company logo and link on Conference Website

Delegate list ten working days prior to conference (excludes email addresses)

Complimentary insert of educational material, supplied by the sponsor, into delegates' satchels

Further Information Regarding Sponsorship:

If these sponsorship opportunities and benefits fall outside your requirements, but you still wish to support the Conference, please do not hesitate to contact us. We wish to be flexible and may be able to negotiate an alternative that will better suit your needs. We are happy to work with your company to ensure that you get the maximum appropriate benefit for your sponsorship investment.

TERMS & CONDITIONS

These Terms and Conditions will form the basis of an agreement between you (Exhibitor) and Medical Technology Association of NZ (MTANZ). Please read them carefully. By signing and returning the Application to Exhibit form you are deemed to have read and accepted these Terms and Conditions.

(1) Booking and Payment Terms

Exhibition stands can only be booked on receipt of the signed Application to Exhibit form and will be allocated on a first in-first served basis following the confirmation of sponsor's stands. Bookings will be acknowledged through a confirmation email.

A tax invoice for the full cost of the exhibition stand will be issued with the confirmation, and is payable on receipt of the tax invoice to confirm your booking. If payment is not received MTANZ has the right to cancel the booking.

All monies due must be received prior to commencement of the conference/exhibition. Should any monies be outstanding at the commencement of the conference/exhibition the Exhibition Manager has the right to refuse access to the conference/exhibition.

If the Exhibitor defaults in payment of any invoice when due, they will be liable to pay penalty interest of 2.5% per calendar month. The Exhibitor will indemnify MTANZ against all MTANZ's legal costs and collection costs incurred by MTANZ in relation to recovering or collecting any outstanding money due under these Terms and Conditions.

The Organising Committee reserves the right to refuse any Application to Exhibit.

Subletting of space will not be permitted.

All monies are to be paid in New Zealand dollars (NZ\$).

(2) Cancellation

Once a signed Application to Exhibit is confirmed by MTANZ, the following cancellation fees will apply:

- In the event of cancellation 50 days prior to the date of the conference/ exhibition 50% of the stand fee will apply.
- In the event of cancellation 10 working days prior to the date of the conference 100% of the stand fee will apply.
- If attending personnel are cancelled less than 7 working days prior to the date of the conference the full exhibitor registration and social functions will be charged.

(3) Couriers and Storage

Arranging couriers and transportation of exhibition equipment is the sole responsibility of the Exhibitor. Costs associated with storage of equipment is also the sole responsibility of the Exhibitor.

(4) Exhibition Space

Alcohol - Alcohol cannot be served from stands. Alcohol is not permitted in stand prizes.

Cleaning - Stands and exhibits shall be kept clean and tidy throughout the conference/exhibition. Cleaning of the stand is the responsibility of the Exhibitor.

Custom Built Stands - The Exhibition Manager must be advised if a custom built stand is being installed. This information is requested in the Application to Exhibit form.

Damages - The Exhibitor shall take all reasonable care when installing/ dismantling its equipment and stand as not to cause damage to the venue carpet, walls and floors and - if applicable - the prefabrication booths supplied by the MTANZ contractor, including the panels, fascia and spotlights. The Exhibitor will be responsible for any direct loss caused by the inappropriate installation/dismantlement of equipment and/or stand.

Floorplan - MTANZ reserves the right to modify the floor plan to accommodate space sales or change as necessary. While MTANZ will use its best endeavours to consult the Exhibitors when modifying the floor plan, MTANZ is not obliged to do so.

Food - Giveaways of food are permitted from exhibition stands only if pre-packaged and authorised has been sought from the venue. Exhibitors are not permitted to sell, prepare or cook food within the exhibition area.

Noise and Obstructions - Exhibitors may advertise within their stand area and may use amplifiers or videos, but at all times the noise level must be reasonable and not detract from other exhibitors displays. Exhibitors

must not obstruct the aisles and public walking areas. The organiser may prohibit or regulate any noise level that it considers in its sole discretion is an annoyance or disadvantage to other exhibitors. Where videos are used, adequate space must be allowed within the stand space and must not cause obstruction in the aisle.

Promotional Material - No promotional material may be distributed (e.g. on seats in plenary sessions) or displayed outside of the stand area without permission of the Exhibition Manager, in consultation with the Conference organiser.

Stand Space - Exhibitors may set up their demonstrations within their purchased stand space only. Aisles and walkways must be kept clear at all times. If any Exhibitor occupies space outside the parameters as indicated on the floor plan, a fee that reflects the additional area being occupied will apply.

Unoccupied Space - Any space that is paid for but not claimed and occupied by the commencement of the conference/exhibition can be reassigned by MTANZ without refund to the Exhibitor.

(5) Exhibitor Registration

Covid-19 protocols apply at all times when at the Conference/Exhibition. All personnel must be registered and sign in via the Covid Tracer App. All personnel must report to the MTANZ registration desk on arrival and present a valid Vaccination Passport. Failure to proof a full vaccination status or to wear a name badge may result in the Exhibitor being requested to leave the venue.

(6) Health and Safety

Health and Safety Legislation: The Exhibitor must comply with all health and safety legislative requirements, including the Health and Safety at Work Act 2015 (HSWA) and all related legislative instruments, guidance and codes of practice (Health and Safety Legislation).

Obligation: The Exhibitor must ensure so far as is reasonably practicable the health and safety of its workers and any other workers whose work is influenced or directed by the Exhibitor. The exhibitor must ensure so far as is reasonably practicable that the health and safety of other persons is not put at risk from work carried out by the Exhibitor.

The Exhibitor controls the place of work: Under these Terms and Conditions the Exhibitor will be in control of and manage the space as indicated on the floor plan and space in fact occupied during the exhibition/conference (Exhibition Space). The Exhibitor will be responsible for all inductions and take all practicable steps to ensure the safety of all its workers, and any other parties associated with the performance of its obligations under these Terms and Conditions, including visitors, contractors, subcontractors, service providers, the public, visitors to the areas under the control of the Exhibitor and any person required to be at the Exhibition Space at any time leading up to, during and after each conference/exhibition.

Exhibitor responsible for training its workers: The Exhibitor is responsible for ensuring that all workers doing work for it are trained in the relevant health and safety requirements applicable to the use of the venue where an exhibition/conference is held, and have all of the necessary skills, qualifications and experience to use the venue safely.

Audits: The Exhibitor must take part in any health and safety audits conducted by MTANZ if requested to do so, and accept that MTANZ or an independent third party will have access to the Exhibition Space in order to review, monitor and/or audit the Exhibitor's health and safety procedures and practices for the purposes of such audits.

Health and Safety Plan: MTANZ and the Exhibitor shall consult, cooperate and coordinate to ensure that an appropriate health and safety management system is put in place for each exhibition/conference, including policies and procedures so as to ensure compliance with the Health and Safety Legislation. Such system, policies and procedures shall include (without limitation):

- a comprehensive health and safety policy;
- health and safety objectives signed by a senior manager from both the Exhibitor and MTANZ;
- a hazard and risk register covering all hazards associated with hosting and running of an exhibition/conference;

- d) a documented instruction process for personnel involved in hosting and running an exhibition/conference covering all relevant aspects of health and safety management;
- e) a documented briefing process for representatives of the participating Exhibitors covering all relevant aspects of health and
- f) safety management, to be given at least 24 hours prior to an exhibition/ conference;
- g) a documented emergency plan for the venue;
- h) a designated warden for the venue;
- i) a health and safety system that complies with Health and Safety Legislation; and
- j) appropriate health and safety signage and information, evacuation procedures and emergency equipment at the venue, which are clearly visible to all those attending an exhibition/conference; such system, policies and procedures to be notified to MTANZ at least 60 days prior to an exhibition/ conference for approval.

Exhibitor must submit documents: The Exhibitor is required to hold on file all documents, such as, for example, a Health and Safety Plan, a completed hazard identification and control register and any associated job safety and environmental analysis, which MTANZ believes, can demonstrate to the Exhibitor's compliance with Health and Safety Legislation.

The Exhibitor agrees to provide MTANZ with access to these documents if required within 5 working days of request.

Acceptance: The acceptance by MTANZ of a Health and Safety Plan, and the documents referred to in the preceding paragraph, will not release the Exhibitor from its responsibilities and obligations under Health and Safety Legislation or any of the requirements and conditions of these Terms and Conditions.

Notifying Ministry of Business, Innovation and Employment: The Exhibitor is responsible for notifying the Ministry of Business, Innovation and Employment of any incidents as required in the Health and Safety Legislation. Copies of any notifications to the Ministry of Business, Innovation and Employment by the Host are to be provided to NZC at the same time.

Notifying MTANZ: All accidents, incidents or near misses are to be reported to MTANZ immediately.

(7) Indemnity and Exclusion of liability

To the extent permitted by law, nothing expressed or implied in these Terms and Conditions will confer any liability on MTANZ in respect of any:

- a) indirect, consequential or special loss, damage, cost or expense suffered or incurred by the Exhibitor as a direct or indirect result of a breach by MTANZ of any of its obligations under this agreement; or
- b) loss, damage, cost or expense suffered or incurred by the Exhibitor, to the extent to which this results from any act or omission by the Exhibitor.

The Exhibitor will indemnify MTANZ at all times against any loss, damage or cost excluding consequential loss or damage suffered or incurred by MTANZ as a direct result of a breach by the Exhibitor of any of its obligations under these Terms and Conditions.

(8) Insurance

The Exhibitor will at their own expense hold adequate public liability insurance. The Exhibitor will provide proof of such insurance on request by MTANZ.

(9) Pack-out

Exhibition pack-out times are stated under the heading Exhibition Timings and must be adhered to.

(10) Privacy

MTANZ is committed to managing and protecting personal information in accordance with the Privacy Act 2020. Personal Information collected will only be used for the purposes of conducting the exhibition/conference or for communicating with attendees after the exhibition/conference has concluded. Where such communications constitute commercial electronic messages within the meaning of the Unsolicited Electronic Messages Act 2007 and are by electronic means, MTANZ will only communicate with those persons who have consented to receiving such messages from MTANZ. Personal information will only be kept for as long as it is reasonably needed for the purpose for which it was collected. We may share your personal information with official third party contractors, conference attendees and the organising committee for the purpose of assisting you with your exhibition participation and for marketing purposes (if you have consented to it). We may also

be required to share your information as required by law. We take all reasonable steps to ensure that information (including personal information) collected by MTANZ is securely stored and protected. Persons have the right to access and request correction of their personal information held by us. Requests to access and or request correction of personal information should be sent to MTANZ at the address provided at the front of this Agreement.

(11) Security

Every precaution will be taken to protect Exhibitor's equipment. However MTANZ and the venue will not accept responsibility for the loss or damage to exhibits or equipment placed at the venue. In all cases the Exhibitor must assume responsibility for damage of property, accident and injuries to employees, delegates and others.

(12) Other Requirements

The Exhibitor/contractor/subcontractor shall ensure that all the necessary insurances and licenses are available and current and that the safety and legality of any activity carried out within the venues is beyond question.

The Exhibitor/contractor/sub-contractor must ensure that their workspace is kept neat and tidy so as to avoid any hazards or items likely to cause injury or harm to anyone.

The venue is a strictly no smoking venue and the Exhibitor must adhere to and enforce this policy and the requirements of the Smoke-free Environments Amendment Act 2003 and its amendments. Fire Exits must be kept clear at all times. Exhibitors must comply with all reasonable direction of the venue operator.

(13) First Aid

Professional first aid service providers can be organised upon request. MTANZ will have a basic first aid kit on site.

(14) Dangerous and Hazardous Substances

Substances that are of a dangerous, flammable, explosive or objectionable nature must not be brought into the premises without formal notification to the Ministry of Business, Innovation and Employment, MTANZ and the venue operator.

Where it is proposed to use toxic materials or fluids, the disposal of such materials requires notification to the Ministry of Business, Innovation and Employment. The nature of the material or fluid and the quantities involved and a copy of the plan for disposal must be forwarded to MTANZ and the venue operator no later than 14 days prior to the exhibition/conference.

No more than one day's supply of any hazardous or dangerous substance shall be stored on the stand or within the venue at any time. The remainder must be stored in closed containers in a location as per the Hazardous Substance and New Organisms Act.

(15) Force Majeure

In the event a strike, fire, war, government regulation, disaster, civil disorder, curtailment of transportation facilities, or Act of God should render the event execution impossible or the hall, in which the 2024 NZNO Women's Health Annual Conference has been scheduled, unusable, refunds of exhibition and/or sponsorship payments may only be distributed once the conference organiser has officially declared in writing that 2024 NZNO Women's Health Annual Conference has been cancelled.

(16) Covid-19

The Conference Organiser reserves the right to postpone the 2024 NZNO Womens Health Conference in the event of a Covid Level restricted environment. Already incurred cost related to the exhibition and/or sponsorship shall be carried over to the new event dates.

(17) Code of Ethics

Exhibitors at this conference must adhere to the guidelines of the MTANZ Industry Code of Ethics 2021 (and amendments). A copy of the Code can be viewed at www.mtanz.org.nz

Any questions on the Terms & Conditions can be directed to:

Medical Technology Association of NZ

PO Box 74116, Greenlane Central,

Auckland 1546

Contact: Britta van Uden

Phone: +64 9 917 3647

Email: britta@mtanz.org.nz

SECTION 5: Terms and Conditions

This application must be signed.

Please ensure that you have read the Terms and Conditions carefully. By Signing and returning this application form you are agreeing to the terms and conditions stated in this prospectus.

These terms include (but are not limited to):

- >> Booking and Payment Terms (clause 1)
- >> Cancellation Terms (clause 2)
- >> MTANZ Code of Practice Terms
- >> Pack-In and Pack-out times (as stated in this Prospectus)
- >> Waiver of Liability Terms
- >> Exhibition Space requirements as listed

I accept the terms and conditions as stated in the Exhibition & Sponsorship Prospectus.

Please tick box if you wish to receive further information about related services or conferences.

Name

Date

Authorised Signature

PLEASE SIGN AND EMAIL BACK TO MTANZ

Britta van Uden
Medical Technology Association of NZ
Email: britta@mtanz.org.nz
Phone: +64 9 917 3647

Exhibition and Sponsorship Liaison

Britta van Uden
Medical Technology Association of NZ
P: +64 9 917 3647
E: britta@mtanz.org.nz



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