

SPONSORSHIP & EXHIBITION PROSPECTUS

Surgery 2022: Care in a Crisis

Thursday 1 — Friday 2 September 2022

**Crowne Plaza, Queenstown
Aotearoa New Zealand**



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Company Invitation

Dear Industry Colleagues,

On behalf of the Organising Committee we're delighted to invite you to support the annual meeting of the Aotearoa New Zealand National Committee of the Royal Australasian College of Surgeons, Surgery 2022: Care in a Crisis.

Surgery 2022 is taking place at the Crowne Plaza in Queenstown, a stunning and extremely popular destination. A diverse collection of fascinating speakers, including renowned microbiologist and 2021 'New Zealander of the Year' Dr Siouxsie Wiles, will ensure Surgery 2022 has something for all surgeons, regardless of their surgical specialty, age or type of practice. It's guaranteed to be a riveting, energising and stimulating two days!

Surgery 2022, like our previous annual meetings, happens largely due to the generous support of our exhibitors and sponsors. You will be acknowledged in our conference materials and there will be plenty of opportunities for significant contact with delegates during the breaks and social events. This prospectus outlines the sponsorship and exhibition opportunities available to your company at the conference.

We would be happy to discuss different ways you may wish to support Aotearoa New Zealand surgeons at Surgery 2022 and we look forward to welcoming your company to our meeting in Queenstown.

Yours sincerely,

Dr Ros Pochin, FRACS
2022 Convener

Justine Peterson
Aotearoa New Zealand Manager
Royal Australasian College of Surgeons

Exhibition Packages

	MTANZ Member <small>(Prices in NZD excl GST)</small>	MTANZ Non-Member <small>(Prices in NZD excl GST)</small>	Power
Space Only (3m x 1.5m)	\$2,130.00 + GST	\$2,480.00 + GST	\$65.00 + GST per stand
Prefabricated (3m x 1.5m) <i>Each prefabricated stand has white stipple finish walls, a single 240volt 10amp power outlet, 2 spotlights and fascia with name signage.</i>	\$2,530.00 + GST	\$2,880.00 + GST	✓

Exhibition Package Inclusions

One exhibitor registration, access to the conference sessions, one trestle table and tablecloth, two chairs, delegate list (distributed to exhibiting companies on site), company listing and product summary in the conference programme.

Exhibitor Registrations

Each exhibition package includes one complimentary exhibitor representative registration. Additional personnel will be charged at NZ\$210.00 + GST per person.

The exhibitor registration form will be distributed by MTANZ upon confirmation of stand bookings to allow you to register personnel and social function attendance.

Invoicing

On receipt of your completed Exhibition Application Form, MTANZ will raise an invoice for the stand cost. Please refer to Booking and Payment Conditions listed in the Exhibition Terms and Conditions section.

Conditions

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

Morning teas, lunches, afternoon teas and the welcome reception will be held in the exhibition area.

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Exhibition Timings

* Timinings are subject to change

	DATE	TIME
Exhibition Move-in	Wednesday 31 August 2022	16:00 - 20:00*
	Thursday 1 September 2022	8:00 - 10:00*
Exhibition Opening Hours	Thursday 1 September 2022	10:30 - 18:30*
	Welcome Reception (1 September 2022)	17:30 - 18:30*
	Friday 2 September 2022	7:30 - 13:00*
Exhibition Move-out	Friday 2 September 2022	From 13:30* <i>Exhibitors must not pack out before this time</i>

Official Functions

Welcome Reception

Thursday 1 September 2022

17:30 - 18:30

Atrium, Crowne Plaza, Queenstown

Ticket cost: Included in exhibition package/ exhibitor registration

Dress: Smart Casual

Conference Dinner

Thursday 1 September 2022

Prime Waterfront Restaurant and Bar, Queenstown

Ticket Cost: \$145.00 Incl GST (all inclusive ticket)

Ticket Cost: \$110.00 Incl GST (No-alcohol ticket)

Dress: Smart Casual

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 all attending staff are aware of this.

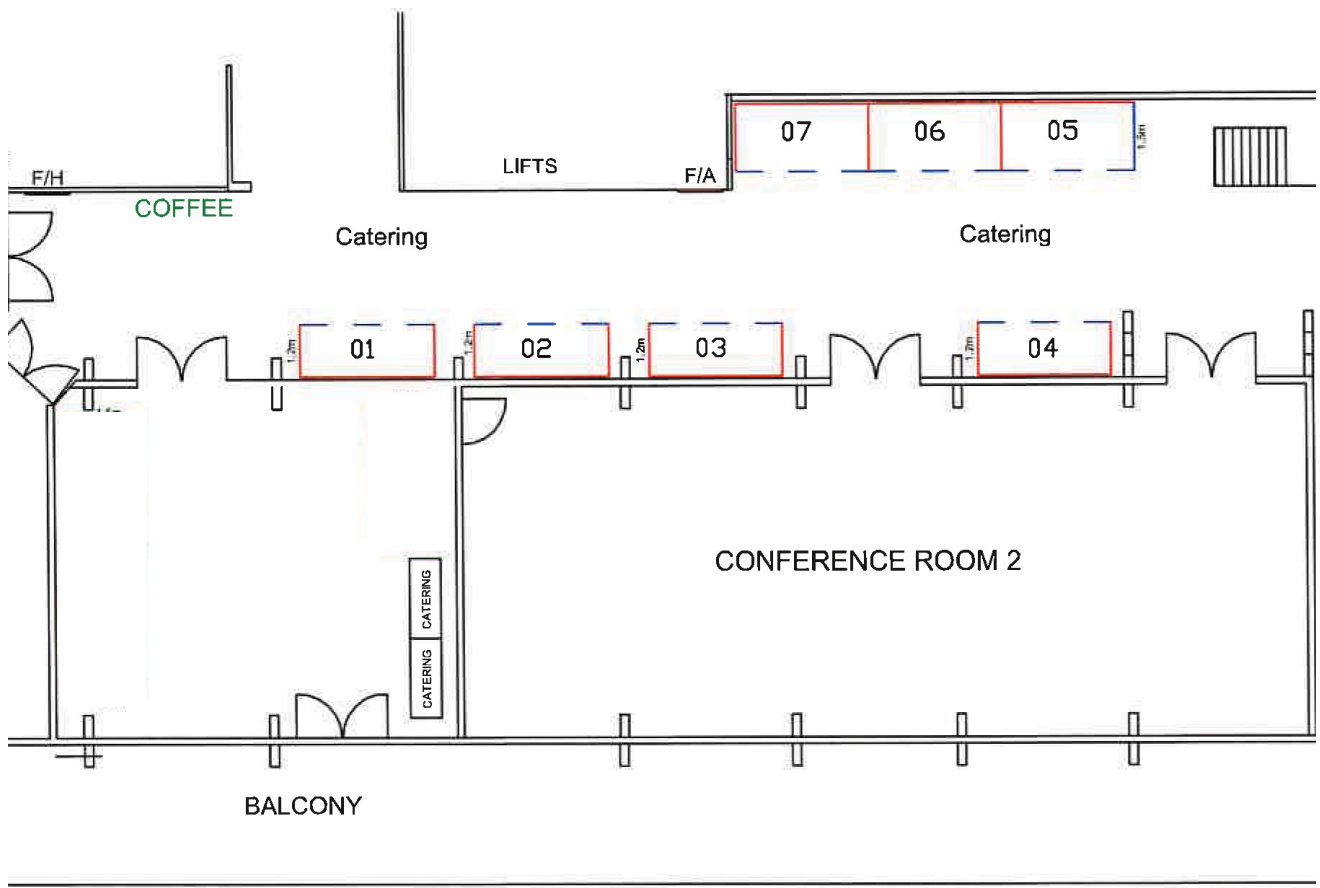
COVID-19

The 2022 Conference Organising Committee is following the government's advice 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 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 events. For more information, please email Mel Pitto (melanie@mtanz.org.nz) for MTANZ COVID-19 On-site information.



Exhibition Floorplan



Surgery 2022: Care in a Crisis

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Exhibition Details

Dates

Conference | Thursday 1 September — Friday 2 September 2022

Venue

The Conference will be held at Crowne Plaza Queenstown, 93 Beach Street, Queenstown, Aotearoa New Zealand 9300. For more information on the venue, please visit queenstown.crowneplaza.com/

Estimated Attendance

This meeting attracts surgeons from all nine surgical specialties associated with the Royal Australasian College of Surgeons (RACS). The format is a two-day conference running from 9:00am on day one and finishing mid-afternoon on day two. For a fully face-to-face programme, attendance has historically been between 80-100 delegates. In 2021, the conference was fully virtual, and attracted 130 delegates. Surgery 2022 will be a hybrid conference with opportunities for both face-to-face and virtual interaction.

Conference Theme

Surgery 2022 will focus on the very unwell patient, with sessions exploring the subject from many perspectives. Topics include Māori perspectives on death and dying, navigating serious conversations with critically unwell patients and their families/whānau, organ donation, and other thought-provoking discussions which promise to bring new perspectives to the way we think about care in crisis and encourage reflective practice toward challenging patients. A United Kingdom-based intensivist who worked on the 'front line' during the initial COVID outbreak in early 2020 will provide a valuable perspective to a medical audience who were mostly spared from the panic and pressure COVID brought in 2020 and on in to 2021. Associate Professor Siouxsie Wiles and Aotearoa New Zealand surgeons will present a local perspective.

Refreshments

Morning teas, lunches, afternoon teas and the welcome reception will be held in the exhibition area.

Exhibitor Registration

Please register your conference and social function attendance with MTANZ. Note: One exhibitor registration is included in the stand cost.

Additional company representative registrations can be purchased. Refer to the Exhibitor Registrations section on page 4 of this prospectus for further information.

Stand Design

Exhibition Hire Services is the company contracted to install the shell scheme. They are available to assist with the design and build of your stand and provide additional furniture and accessories. Contact details are listed for your reference.

P: +64 9 579 9884

F: +64 9 579 9885

W: www.exhibitionhire.co.nz

If you are having a custom built stand please include the details of the build company on the Exhibition Application Form.

Exhibition Details Cont'd

Virtual Opportunities

In addition to an option for physical presence at the conference, options for virtual connections are being explored.

Exhibition Contact

For further information regarding the exhibition, please contact:

Melanie Pitto

Events Manager

Medical Technology Association of NZ

P: +64 9 917 3647

E: melanie@mtanz.org.nz

Attachments and Adhesives

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 & 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;
- Tying of 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 venue staff will not accept responsibility for goods left unattended by couriers or exhibitors.

Courier Items

If you have forwarded courier items direct to the venue prior to your arrival, please check with Crowne Meeting Staff or MTANZ for their storage location. If you are expecting any items to be delivered during your stay please provide details to Crowne Meeting Staff or MTANZ.

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 7 days after the exhibition, will be permanently disposed of unless prior arrangement has been made.

Rubbish

Venue staff handle 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 & Banqueting staff member to permanently dispose on your behalf.

Please note: Any items which are left over after the exhibition will be permanently disposed of after 7 days following pack-out, unless prior arrangements have been made.

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Exhibition Details Cont'd

Storage on Site

Transfer and storage of all items is the responsibility of the exhibitor. There is limited storage on-site, it is advised to contact the Crowne Plaza directly for any oversize/heavy weight storage of crating and boxes.

Venue / Delivery Guidelines

All deliveries to Crowne Plaza Queenstown are to include the event delivery label (Refer to appendix A for further information).

Please note the following delivery details:

The venue accepts deliveries from 7 days prior to the exhibition.

Please use the delivery label that will be provided by MTANZ. Deliveries should be addressed to:

ATTN: Lisa Ellerton, Crowne Meetings Director
C/O CROWNE PLAZA QUEENSTOWN
93 BEACH STREET
QUEENSTOWN 9300, NEW ZEALAND
Ph: +64 3 441 0095

If sending deliveries from outside New Zealand please ensure all appropriate paperwork has been completed, including the payment of Tax/GST. Please be aware that any shipment over NZ\$400 will incur duties and taxes, any shipment with a value over \$1000 will also need to have a client code with NZ Customs.

It is recommended that all items sent use a track and trace to verify delivery.

Goods must be collected by the owner / exhibitor within 48 hours of the conclusion of the event. There will be a fee of \$100.00 per day if not collected.

Post-Conference Courier Pick Up

For return deliveries post event, the responsibility is on the box owner. Prior to departure, all boxes need to be sealed, clearly labeled and addressed. Details such as the amount and location of boxes, courier company and proposed pick up date, must be advised to Crowne Meetings Staff or MTANZ.

The venue and MTANZ takes no responsibility for goods left on the premises after the designated time, this is normally one working day post conference. All packaging or other items left on the premises after this time will be deemed abandoned and disposed of accordingly.

All goods must be clearly marked with the following information and attached to the boxes:

- Name of Company
- Contact Name
- Physical Address
- Contact Phone Number
- Number of Boxes: i.e. 1 of 10
- Name of Courier Company that is collecting the boxes
- Contact Phone Number
- And ORDER number of this consignment

Exhibition Terms and 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 Exhibition Application 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 Exhibition Application 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 MTANZ 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 Royal Australasian College of Surgeons ("Conference Organiser") 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 Exhibition Application Form 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 30 working days prior to the date of the conference 100% of the stand fee will apply.

If attending personnel are cancelled less than 10 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 - MTANZ must be advised if a custom built stand is being installed. This information is requested in the Exhibition Application 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 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.

Floor plan - 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 - Give-aways of food are permitted if pre-packaged and authorised by Crowne Plaza Queenstown (the Venue Manager). 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 MTANZ, in consultation with the 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 a refund provided 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 prove 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

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Exhibition Terms and Conditions Cont'd

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 their workers - The Exhibitor is responsible for ensuring that all workers doing work for them 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, co-operate and co-ordinate 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):
 1. a comprehensive health and safety policy;
 2. health and safety objectives signed

- by a senior manager from both the Exhibitor and MTANZ;
- 3. a hazard and risk register covering all hazards associated with hosting and running of an exhibition/conference;
- 4. a documented instruction process for personnel involved in hosting and running an exhibition/conference covering all relevant aspects of health and safety management;
- 5. a documented briefing process for representatives of the participating Exhibitors covering all relevant aspects of health;
- 6. safety management, to be given at least 24 hours prior to an exhibition/conference;
- 7. a documented emergency plan for the venue;
- 8. a designated warden for the venue;
- 9. a health and safety system that complies with Health and Safety Legislation;
- 10. 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 20 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 Exhibitor are to be provided to MTANZ 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:

- 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
- 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 & Social Event 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

Exhibition Terms and Conditions Cont'd

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 Organiser 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 within this agreement.

(11) Security

Crowne Plaza security operations provide fundamental perimeter security in the complex but beyond this, the Organiser, MTANZ and the Venue Manager and their officers and employees, separately or collectively are not responsible for any damage to or for the loss from fire or theft or accidents or injury resulting from such causes. Additional security requirements should be discussed between the Exhibitor and the Venue Manager directly.

Every precaution will be taken to protect the 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 Manager.

The Exhibitor and the servants, agents, contractors and invitees of the Exhibitor are also to observe the conditions, rules, regulations and procedures as set by the Venue Manager. Further details can be obtained by contacting the Venue Manager direct.

The Conference Organiser and MTANZ shall determine the hours during which the exhibition shall be conducted and formulating the programme variations of such times as shall be necessary.

(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 Manager.

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 Manager 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) COVID-19

The Conference Organiser reserves the right to postpone the RACS Surgery 2022 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.

(16) Code of Ethics

Exhibitors at this conference must adhere to the guidelines of the MTANZ Code of Ethics 7th Edition 2021. A copy of the Code can be viewed at www.mtanz.org.nz

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Exhibition Application Form

Surgery 2022: Care in a Crisis
1 - 2 September | Crowne Plaza, Queenstown, Aotearoa New Zealand

RETURN COMPLETED FORMS TO:

Medical Technology Association of New Zealand
Melanie Pitto
PO Box 74116, Greenlane Central
Auckland 1546
Email: melanie@mtanz.org.nz

PURCHASE ORDER NUMBER: _____

COMPANY INFORMATION (please type or print in BLOCK LETTERS)

Company / Organisation (to appear in Conference publication): _____

Company / Organisation (for invoicing purposes): _____

Contact Name: _____

Position: _____

Postal Address: _____

City: _____

Postcode: _____

Telephone (professional): _____

Mobile: _____

Email (all correspondence will be sent by email): _____

EXHIBITION PACKAGES (all prices in NZD and EXCLUDE gst) please tick

MTANZ MEMBER

Prefabricated (3m x 1.5m) \$2,530.00

Space Only (3m x 1.5m) \$2,130.00

MTANZ NON MEMBER

Prefabricated (3m x 1.5m) \$2,880.00

Space Only (3m x 1.5m) \$2,480.00

OTHER

Power \$65.00 (applicable for space only booths)

Please tick if you require a trestle table and chairs

Booth Preference:

1. _____ 2. _____ 3. _____

Fascia Name: _____

Competitor Avoidance: _____

Company Completing Build (if applicable): _____

TERMS AND CONDITIONS

This application must be signed.

Please ensure that you have read the Exhibitor 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 conditions
- Pack-in and pack-out times as stated
- Exhibition space requirements as listed
- Code of practice conditions
- Venue delivery guidelines
- COVID-19 Cancellation policy

We accept the sponsorship terms and conditions in this prospectus

Date: _____

Authorised Signature: _____

Printed Authorised Name: _____

Sponsorship Opportunities

**please note, sponsorship opportunities do not include an exhibition booth*

	Premium SPONSOR ¹ \$5,940.00 INC GST (exclusive)	Gold SPONSOR \$4,160.00 INC GST	Silver SPONSOR \$2,975.00 INC GST
Company logo displayed on the conference holding slide during the conference in a prominent position	✓	✓	✓
Overriding prominence during the conference including acknowledgement during opening and closing ceremonies. (Banner to be provided by sponsor at own cost) <i>(Subject to organising committee approval)</i>	✓	—	—
Company branded banner (Max size 2000mm H x 600mm W) at entrance doors (banner to be provided at sponsors own cost)	✓	—	—
Company acknowledgement as a sponsor on conference material on the New Zealand web page and the programme ²	✓	✓	—
Company advertisement in the NZ newsletter, Cutting Edge ³ during 2020 (artwork to be supplied at sponsor's own cost)	Half Page 2 Issues	Quarter Page 1 Issue	—
If an exhibition space is purchased as well, priority choice of single space in prime location (3m x 1.5m booth) ⁴	✓	✓	—
Complimentary stand registration for company representatives ⁵	2	1	—
Delegate circulation list including name and city/town (excludes delegates who have not agreed to release of their name and city/town)	✓	✓	✓
Seat drop to all delegates (no larger than A4 and provided at own cost)	✓	✓	✓
Complimentary access to all sessions (unless presenters request otherwise)	✓	✓	✓

¹ Premium Sponsorship is limited to one company.

² The inclusion of company logos and acknowledgement in the programme is subject to time of receipt of payment.

³ Cutting Edge newsletter is published quarterly and distributed to all NZ Fellows and Trainees.

⁴ Exhibition space (purchased separately from sponsorship) is allocated at the discretion of the organising committee and subject to availability at the time of application.

⁵ Extra meeting registrations, inclusive of the Welcome Reception, can be purchased for additional representatives for \$210.00 + GST per person.



Support Opportunities

Louis Barnett Prize

Investment - NZ\$2,500.00 incl GST

Exclusive opportunity

Sir Louis Barnett CMG was born in Dunedin and was the first New Zealander to gain Fellowship of the Royal College of Surgeons of England. He returned to NZ to a lectureship at Otago Medical School and in 1909 was appointed Professor of Surgery at Otago Medical School. He was awarded CMG for his services in WW1 and was knighted in 1927 after his retirement from the Chair of Surgery. In the 1920s Sir Louis was instrumental in the formation of the Royal Australasian College of Surgeons (initially known as the College of Surgeons in Australasia) and in 1927, at the very first meeting in Dunedin, he was elected the College's first Vice-President. He later became President of RACS from 1937 – 1939.

Sir Louis is considered to have been a pioneer in hydatid's research, continuing this work after his retirement from the Otago Medical School. He was influential in the establishment of the College's hydatid register and was also prominent in the British Empire Cancer Campaign. He endowed the Ralph Barnett Chair in Surgery at Otago Medical School, in memory of his son who was killed in WW1.

The Louis Barnett Prize was created by the RACS New Zealand National Board to commemorate Sir Louis. The prize is targeted at younger surgeon scientists. Applications for this prize are open to all New Zealand Fellows under the age of 40 years and to all New Zealand surgical Trainees. The Louis Barnett Prize Supporter will be associated with the Louis Barnett Prize.

Inclusions:

- Company will be acknowledged as the only Louis Barnett Prize Supporter on conference material*
- Acknowledgement by session chair in the Louis Barnett Session
- Company logo displayed on the conference holding slide for the Louis Barnett session presentations
- Delegate circulation list provided at the conference+
- Complimentary seat drop - 1 x complimentary A4 double-sided flyer (supplied by the sponsor at own cost) during the Louis Barnett Session
- One complimentary ticket to the Welcome Reception

(Please note that this support does not include an exhibition stand.)

Seat Drop

Investment: NZ\$535.00 Incl GST

There is an opportunity to provide one double-sided flyer (no larger than A4) as a seat drop. Approximately 120 copies to be provided by the company (at sponsors own cost).

Virtual Opportunities

In addition to an option for physical presence at the conference, options for virtual connections are currently being explored. Some examples of virtual interaction opportunities may include but are not limited to sponsor slides/banners/videos, presentation of a pre-recorded product promotion or ad shown before/after a session, a virtual 'expo' station allowing interactivity with delegates via chat and/or video meeting, and other options. If you may be interested in a virtual connection option, please indicate this on the Sponsorship Application Form and further information will be provided as it becomes available.

Support Opportunities Cont'd

Further Opportunities

If these sponsorship or support 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 maximum appropriate benefit for your sponsorship investment.

**The inclusion of company logos and acknowledgement in the provisional or final programme is subject to time of receipt of payment.*

** The delegate circulation list will exclude those who have not agreed to release their name and city/town.*

Sponsorship Queries

For all sponsorship related queries, please contact Justine Peterson

Justine Peterson

Aotearoa New Zealand Manager
Royal Australasian College of Surgeons
PO Box 7451, Newtown
Wellington 6242

P: +64 4 385 8247

M: +64 27 2797455

E: justine.peterson@surgeons.org

Surgery 2022: Care in a Crisis

Thursday 1 — Friday 2 September 2022
Crowne PLaza, Queenstown, Aotearoa New Zealand



Sponsorship Application Form

Surgery 2022: Care in a Crisis
1 - 2 September | Crowne Plaza, Queenstown, Aotearoa New Zealand

RETURN COMPLETED FORMS TO:

Justine Peterson, Aoteroa New Zealand Manager
Royal Australasian College of Surgeons
Po Box 7451
Newtown Wellington 6242
Email: justine.peterson@surgeons.org
Royal Australasian College of Surgeons NZ GST No. 55-237-778

COMPANY INFORMATION (please type or print in BLOCK LETTERS)

Company / Organisation (to appear in Conference publication):

Company / Organisation (for invoicing purposes):

Contact Name:	Position:
Postal Address:	
City:	Postcode:
Telephone (professional):	Mobile:
Email (all correspondence will be sent by email):	

SPONSORSHIP PACKAGES (all prices in NZD and include gst) *please tick*

Premium Sponsorship \$5,940.00

Gold Sponsorship \$4,160.00

Silver Sponsorship \$2,975.00

Louis Barnett Prize Sponsor \$2,500.00

Seat Drop \$525.00

Tick if interested in a Virtual Connection Option. Please refer to page 15 for details.

Total: _____

CANCELLATIONS

Cancellations must be received in writing by the meeting organiser. Payments will not be refunded unless sponsorship is able to be resold.

Privacy Policy details can be viewed on the RACS website at <https://www.surgeons.org/en/disclaimer-and-privacy>

By signing this application Exhibitors and Sponsoring companies are agreeing to adhere to the guidelines of the Medical Technology Association of NZ Code of Ethics 7th Edition 2021. A copy of the Code is available on the MTANZ Website: www.mtanz.org.nz/MTANZ-Code-of-Ethics/6701/

PAYMENT DETAILS

Cheque - made payable in Australian dollars to: Royal Australasian College of Surgeons

EFT/Credit Card - details will be provided to make payment

TERMS AND CONDITIONS

We accept the sponsorship terms and conditions in this prospectus

Date: _____

Authorised Signature: _____

Printed Authorised Name: _____

Sponsorship Terms & Conditions

Acceptance of Application

The application of the Sponsor/Exhibitor to exhibit is an offer which is accepted by the Royal Australasian College of Surgeons (the “Organiser”) of the amount payable on making the application.

Applications are subject to Organising Committee approval. An application does not warrant immediate acceptance and applicants will be advised in writing of acceptance or otherwise.

Booking Conditions

Acceptance of sponsorship/exhibition applications will be subject to Committee approval. The Committee reserves the right to decline applications based on any association, direct or indirect, that does not uphold the objectives of the Conference.

Cancellation Policy

In the case of the cancellation of sponsorship or exhibition booth(s)/space please note that the Organiser reserves the right to retain monies paid in full unless all sponsorship and exhibition booths/spaces are sold. If payment on the exhibition booth(s)/space is not received by the due date the allocated booth(s)/space will be cancelled.

Cancellations must be received in writing by the conference organiser. Cancellations will not be refunded unless sponsorship/exhibition spaces are able to be resold.

General Terms

The Exhibitor agrees to be bound by the Exhibition General Terms and Conditions as set out in the Industry/Exhibition Registration form.

Booth/Space Allocation

The Exhibitor understands that exhibition booths/space will be allocated in order of receipt of payment and that the Committee’s decision will be final.

Hours

The Organiser shall determine the hours during which the exhibition shall be conducted and as to hours of access for exhibitors including variations of such times as shall be necessary.

Attendance

The Exhibitor understands that all company representatives must register officially.

Consequential Damage

The Organiser will not be liable for any indirect or consequential damages arising out of a breach of this exhibition contract.

Variations

The Organiser may in the event of any circumstance which render it necessary vary the booth/stand space allocation and the Exhibitor will accept such re-allocation without any claim for a reduction in charges or otherwise.

Additional Conditions and Regulations

The Exhibitor and the servants, agents, contractors and invitees of the exhibitor are also to observe the conditions, rules, regulations and procedures as set by the Venue Manager. Further details can be obtained by contacting the Venue direct.

Assignments and Subletting

No exhibitor shall assign, sublet or share the whole or any part of the space or booth allotted without the knowledge and consent of the Organiser.

Implied Warranties

In the event any statute implies any term, condition or warranty into this agreement which cannot be lawfully excluded, such terms will apply to this agreement, save that the liability of the Organiser and each of them for breach of any such implied term will be limited, at the option of the Organiser, to any one or more of the following:

- the placement of goods to which the breach relates or the supply of equivalent goods
- the repair of such goods
- the payment of the cost of replacing the goods or of acquiring equivalent goods, or
- the payment of the cost of having the goods repaired

Liability and Insurance

The Exhibitor and the servants, agents and contractors of the exhibitor occupy and use the exhibition booth(s)/space allotted under this exhibition contract and enter Peppers Noosa Resort & Villas (the “Venue”) and act under or pursuant to this

exhibition contract at their own risk.

The Exhibitor hereby indemnifies and releases the Royal Australasian College of Surgeons (“the Organiser”), Peppers Noosa Resort & Villas (the “Venue Manager”) and each of them against all actions, suits, costs, claims and demands brought against the Organiser, and the Venue Manager by any person, firm or corporation for any damage or loss caused directly, or indirectly to, or suffered by any person, firm or corporation as a result of any act or default of the Exhibitor or the servants, agents, contractors or invitees of the Exhibitor or resulting directly or indirectly from the attendance of the Exhibitor at the exhibition, including travel to and from such venues and without limiting the foregoing the Organiser and the Venue Manager or any of them shall not in any circumstances be liable for any loss, damage or injury which may occur to the exhibitor or the servants, agents or contractors of the Exhibitor or for any damage to their property including damage to exhibits, plant equipment, fixtures, fittings or other property whatsoever or for any loss of profits which they may suffer howsoever caused. It is strongly advised that each Exhibitor seek to cover their equipment, exhibits and display material with adequate insurance and also effect public risk insurance at the expense of the Exhibitor.

Security

Peppers Noosa Resort & Villas security operations provide fundamental perimeter security in the complex but beyond this, the Organiser, and the Venue Manager and their officers and employees, separately or collectively are not responsible for any damage to or for the loss or destruction of an exhibit, from fire or theft or accidents or injury resulting from such causes.

Additional security requirements should be discussed between the Exhibitor and the Venue Manager directly.

Unavoidable Occurrences

In the event that the exhibition is cancelled or delayed through no fault of the Organiser or the Venue Managers including but not limited to fire, flood, labour disputes, natural disasters, acts of God, epidemics, pandemics, civil disorders, riots, insurrections, work stoppages, slow downs or disputes, or other similar events then the Exhibitor shall not be entitled to any refund or to claim for any loss or damage.

RACS Aotearoa New Zealand

Royal Australasian College of Surgeons

PO Box 7451, Newtown

Wellington, 6242

Email: college.NZ@surgeons.org

Phone: +64 4 385 8247

MTANZ

Melanie Pitto

Events Manager

Medical Technology Association of New Zealand

PO Box 74116, Greenlane Central

Auckland, 1546

Email: melanie@mtanz.org.nz

Phone: +64 9 917 3645