



ACA VICTORIA
**EXCELLENCE
IN ECEC**
CONFERENCE SERIES

MAY-AUGUST
• 2017 •

Sponsorship Prospectus

• Conference and Exhibition •
CROWN CONFERENCE CENTRE

18 & 19
AUG 2017

8 Whiteman Street, Southbank, Melbourne

Sponsorship Prospectus for 2017 ACA Victoria Excellence in ECEC Series Conference

18 & 19 August 2017, Crown Conference Centre
8 Whiteman Street, Southbank, Melbourne

The Australian Childcare Alliance Victoria (ACA Vic) is the peak membership association for over 800 privately operated long day care services in Victoria. Our annual conference has quickly built a reputation as the best quality and fastest growing event in the early childhood sector.

Building on the success of previous years, in 2017 ACA Vic will be presenting the unique and high quality Excellence in Early Childhood Series. The series is being delivered both face to face and via webinars, during the week and on weekends. The centrepiece of the Series is ACA Vic's annual conference, to be held on 18 and 19 August at Melbourne's stunning Crown Conference Centre.

Our event is now the largest annual early childhood Conference in Victoria and provides significant access to Centre operators from across Australia.

Beyond delegate numbers, we differentiate our Conference from other early childhood events in one critical way - we understand the need for sponsors and exhibitors to achieve a positive return on their investment.

We work directly with our sponsors and exhibitors to achieve this outcome, by:

- strongly targeting centre owners as delegates to the event
- running prize draws for delegates who visit all exhibitors
- holding a cocktail function for delegates amongst the exhibitor stands
- providing opportunities for sponsors to present to delegates
- encouraging unique and diverse exhibitor stands that attract delegates
- providing choice of exhibitor booth locations
- ensuring ongoing multi-channel advertising of sponsors
- incorporating savings on exhibition stands for supplier members
- fostering ongoing partnerships with sponsors and exhibitors that extend beyond the Conference
- 1:1 access to the ACA Vic CEO to assist with planning and decision making

We welcome the opportunity to discuss ways in which your company can benefit from sponsoring or exhibiting at the event.

You can contact ACA Vic's CEO as follows:
e | david.worland@childcarealliance.org.au
t | 03 9532 2017

We look forward to hearing from you soon.



David Worland

CEO – Australian Childcare Alliance Victoria

Conference Program

The Conference program will include:

- 4 Webinars delivered through April-July
- 2 full days of conference sessions
- Keynote addresses from leaders in the ECEC sector
- 4 streams of sessions tailored for centre owners, directors and educators
- Trade exhibition
- Full catering for all delegates and exhibitors in the exhibition space
- Friday evening cocktail event

The Friday evening cocktail event will be an evening of networking and entertainment. Delegates, sponsors and exhibitors will attend this event. It will provide a great opportunity to network informally with conference delegates, including centre owners and directors.

Marketing

The Conference is marketed extensively across Australia through:

- Regular, direct e-marketing to all Australian Childcare Alliance members Australia-wide and all other ECEC services across Australia
- ACA Victoria website, containing information about the program, speakers, sponsors, exhibitors and accommodation
- Printed material sent to all ECEC services in Australia
- Social media (Conference Facebook page, Twitter and LinkedIn) and Conference App
- Sponsor logos appearing in marketing as per the inclusions of the package purchased
- Sponsors and Exhibitors are encouraged to actively market their appearance at the Conference to their own networks.

Sponsorship Opportunities

Included Benefits for All Sponsors

- Acknowledgement as a sponsor on the ACA Victoria Conference website sponsor page
- Company logo posted on ACA Victoria LinkedIn and Conference Facebook page
- Acknowledgement as a sponsor on the Conference App
- Company profile with logo in the Conference App
- Company logo in Exhibitor Passport
- Acknowledgement as a sponsor in the ACA Victoria member magazine Building Blocks
- Company Logo recognition in the Plenary Room

Innovation Partner

1 Only – \$50,000 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Innovation Partner at Conference Webinars
- Senior company representative to deliver a 15 minute Presentation Address closely aligned with the Conference theme, subject to ACA Victoria Board agreement on the topic
- Acknowledgement as sponsor of Opening Keynote at the beginning of the session
- A senior company representative to thank the speaker at the end of the session
- Promotional banners (supplied by you) placed in the Conference Hall
- Logo placement on the landing page of the ACA Victoria Conference website
- Acknowledgement as Innovation Partner at the Conference Opening and Conference Closing
- Company logo on the Conference App with link to company website
- Two (2) complimentary items / flyers (supplied by you) inserted in all delegate satchels

Exhibition:

- Four (4) complimentary exhibition booths

Registrations:

- Six (6) complimentary conference registrations

Platinum Sponsorship

2 Only – \$25,000 (incl GST)

ONLY 1 LEFT

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Platinum Sponsor at Conference Webinars
- Senior company representative to deliver a 10 minute Presentation Address closely aligned with the Conference theme, subject to ACA Victoria Board agreement on the topic
- Logo placement on the landing page of the ACA Victoria Conference website
- Acknowledgement as Platinum Sponsor at the Conference Opening and Conference Closing
- Company logo on the Conference App with link to company website
- Two (2) complimentary items (supplied by you) inserted in all delegate satchels

Exhibition:

- Two (2) complimentary exhibition booths

Registrations:

- Four (4) complimentary conference registrations

Gold Sponsorship

2 Only — \$20,000 (incl GST)

ONLY 1 LEFT

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Gold Sponsor at Conference Webinars
- Senior company representative to deliver a 5 minute Presentation Address closely aligned with the Conference theme, subject to ACA Victoria Board agreement on the topic
- Acknowledgement as Gold Sponsor at the Conference Opening and Conference Closing
- Company logo on the Conference App with link to company website
- Two (2) complimentary items (supplied by you) inserted in all delegate satchels

Exhibition:

- Two (2) complimentary exhibition booths

Registrations:

- Two (2) complimentary conference registrations

Bronze Sponsorship

2 Only — \$12,500 (incl GST)

ONLY 1 LEFT

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Bronze Sponsor at Conference Webinars
- Company logo on the Conference App with link to company website
- Two (2) complimentary items (supplied by you) inserted in all delegate satchels

Exhibition:

- Two (2) complimentary exhibition booths

Registrations:

- Two (2) complimentary conference registrations

Silver Sponsorship

2 Only — \$15,000 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Silver Sponsor at Conference Webinars
- Acknowledgement as Silver Sponsor at the Conference Opening and Conference Closing
- Company logo on the Conference App with link to company website
- Two (2) complimentary items (supplied by you) inserted in all delegate satchels

Exhibition:

- Two (2) complimentary exhibition booths

Registrations:

- Two (2) complimentary conference registrations

Financial Partner

1 Only — \$12,000 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Financial Partner at Conference Webinars
- Company logo on the Conference App with link to company website
- Two (2) complimentary items (supplied by you) inserted in all delegate satchels

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- Two (2) complimentary conference registrations

Additional Sponsorship Opportunities

T-shirt Sponsorship

1 Only – \$10,000 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Company logo on the Conference App with link to company website
- One (1) complimentary item (supplied by you) inserted in all delegate satchels
- T-shirts to be supplied by sponsor (quantity x 1000)

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- Two (2) complimentary conference registrations

Education Sponsorship

1 Only – \$6,500 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Company logo on the Conference App with link to company website
- One (1) complimentary insert (supplied by you) inserted in all delegate satchels

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- Two (2) complimentary conference registrations

Lanyard Sponsorship

1 Only – \$7,000 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Logo on the conference lanyards
- Sponsor must provide print ready artwork suitable for use on lanyards

Note that sponsorship value includes cost of up to 1000 standard style lanyards

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- Two (2) complimentary conference registrations

Catering Sponsorship

1 Only – \$6,500 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- One (1) complimentary insert (supplied by you) in all Conference delegate satchels
- Four (4) promotional banners (supplied by you) to be placed near the catering stations at morning tea or afternoon tea breaks

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- Two (2) complimentary conference registrations

Keynote Speaker Sponsorship

3 Only – \$6,000 (incl GST)

ONLY 1 LEFT

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Supplier membership of ACA Victoria
- Acknowledgement as Keynote Speaker sponsor at the beginning of the session
- A senior company representative to thank the speaker at the end of the session
- Logo recognition on the screen at the beginning and end of the relevant Keynote session

Exhibition:

- Two (2) complimentary exhibition booths

Registrations:

- Two (2) complimentary conference registrations

Exhibitor Passport Sponsorship

1 Only – \$3,000 (incl GST)

Included Benefits:

- Logo on the front cover of Exhibitor Passport

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- One (1) complimentary conference registrations

Conference App Sponsorship

1 Only – \$5,000 (incl GST)

Included Benefits:

- All benefits listed on page 3 of this document plus the following
- Company logo on the Conference App with link to company website

Exhibition:

- One (1) complimentary exhibition booth

Registrations:

- Two (2) complimentary conference registrations

Other Options to Promote Your Organisation:

Conference Notepad - \$1,500 (incl GST)

Notepads with your logo to be placed on each seat in the main conference hall at the start of each day
Notepads to be supplied by you (quantity x 1000)

Satchel insert - \$500 (incl GST)

One (1) insert (supplied by you) to be placed in all Conference delegate satchels (quantity x 1000)

We would be happy to discuss with you any other ideas for sponsorship packages or promotional opportunities that may suit you.

ACAV 2017 Sponsorship Packages

SPONSORSHIP	NUMBER AVAILABLE	PRICE INCL GST	EXHIBITOR BOOTH(S)	DELEGATE REGISTRATION(S)	SACHEL INSERTS	SUPPLIER MEMBERSHIP OF ACA VIC	PRESENTATION TO DELEGATES	LOGO + SITE LINK IN CONF APP
Innovation Partner	1	\$50,000	4	6	2	✓	15 mins	✓
Platinum Sponsor	1 ² LEFT	\$25,000	2	4	2	✓	10 mins	✓
Gold Sponsor	1 LEFT	\$20,000	2	2	2	✓	5 mins	✓
Silver Sponsor	4	\$15,000	2	2	2	✓		✓
Bronze Sponsor	1 ² LEFT	\$12,500	2	2	2	✓		✓
Financial Partner	SOLD	\$12,000	1	2	2	✓		✓
T-shirt Sponsor	1	\$10,000	1	2	1	✓		✓
Lanyard Sponsor	SOLD	\$7,000	1	2	0	✓		
Education Sponsor	SOLD	\$6,500	1	2	1	✓		✓
Catering Sponsor	1	\$6,500	1	2	1	✓		
Keynote Sponsor	1 LEFT	\$6,000	1	2	0	✓		
Conference App Sponsor	1	\$5,000	1	2	0			✓
Exhibitor Passport Sponsor	1	\$3,000	1	1	0			
Notepad	1	\$1,500						
Satchel insert	Unlimited	\$500						

* Please refer to individual sponsorship listings for details

Sponsor Staff

Due to security and occupational health & safety requirements all sponsor staff attending the conference will need to be registered and wear a name badge to gain access into the conference or exhibition areas.

- The Conference Registration included in your exhibition package will allow access to the conference sessions, exhibition, day catering on Friday and Saturday plus the evening cocktail event on Friday
- If you book Exhibitor Staff Day Catering this will only allow access to the exhibition, day catering on Friday and Saturday plus the evening cocktail event on Friday (it *does not* include access to the conference sessions)

Exhibition

- An Exhibition Booth will comprise a 3m x 2m booth with standard fascia signage up to 30 characters, 4 amp power supply, 2 x 150W spot light
- A half trestle with 2 chairs can be provided but must be pre-booked

- Sponsors who are exhibiting must cover their public risk by ensuring an appropriate public liability policy for a minimum cover of \$10,000,000 is in place. A copy of the relevant insurance certificate of currency must be forwarded to our Professional Conference Organiser at least 4 weeks prior to the conference.
- No sponsors will be permitted to participate in the exhibition unless proof of public liability insurance has been provided

Custom Stands

If you wish to customise your exhibition booth, please contact the Conference Manager, Sue Ryman-Kiernan, Wise Connections on ACA-Victoria@wiseconnections.com.au or 03 9885 6566.

Exhibition Floor Plan

Please note that booth allocation and placement will be confirmed by ACA Victoria approximately 4 weeks prior to the conference, at which time a floor plan will be provided.

Exhibition Timetable

The following timetable is subject to change and will be reconfirmed to all exhibitors closer to the date:

Thursday 17 August 2017

3.00pm – 7.00pm	Bump-in for Exhibitors in Exhibition Hall
10.00pm – 11.00pm	Bump-in for Exhibitors in Conference Hall Pre-function area

Friday 18 August 2017

7.00am – 8.00am	Additional bump-in time for Exhibitors in Conference Hall Pre-function Area
8.00am – 4.00pm	Exhibition open (AM tea, lunch and PM tea served in the exhibition)
5.30pm – 8.30pm	Exhibition open (Evening Cocktail Event)

Saturday 19 August 2017

8.30am – 4.00pm	Exhibition open (AM tea, lunch and PM tea served in the exhibition)
4.00pm – 5.30pm	Bump-out (after PM tea has concluded)

Booking Policy

Please complete the sponsorship registration details on the Sponsor Application form on pages 9 & 10.

ACA Victoria reserves the exclusive right to exclude any person or organisation from participation in the sponsorship, marketing or exhibitor options in this prospectus at the Conference.

Cancellation Policy

Cancellations will only be accepted in writing via email. Cancellations received before 30 April 2017 will be refundable less a \$150 administration fee (unless other contractual obligations apply).

Cancellations received between 1 May and 30 June 2017 will receive a 50% refund. Cancellations after 1 July 2017 will not receive a refund.

Terms and Conditions

Security

It is suggested that no valuable items be left at your booth, especially overnight. No responsibility can be taken for any loss or damage to equipment and display materials.

Insurance

Sponsors who are exhibiting must take out insurance coverage for their own protection and indemnity. Sponsors will be liable for any damage caused by them or their employees, contractors, agents and invitees, to any other exhibitors or any common property or third party within the exhibition.

Liability

Sponsors who are exhibiting must cover their public risk by ensuring an appropriate public liability policy for a minimum cover of \$10,000,000 is in place. A copy of the relevant insurance certificate of currency must be forwarded to our Professional Conference Organiser at least 4 weeks prior to the conference. No sponsors will be permitted to participate in the exhibition unless proof of public liability insurance has been provided.

The organisers will not be responsible for any loss or injury that may occur to the exhibitor, exhibitor's employees, delegates or property from any cause whatsoever, prior to, during and the subsequent period of the conference. Sponsors shall indemnify and hold harmless ACA Victoria and Wise Connections from all liability (damage or accident) that might ensue from any cause resulting to or connected with the transportation, placing, removal or display of exhibits.

Booth and Sponsorship Payment

Payment is due strictly 14 days from date of invoice. Sponsorship & Exhibition Booths will not be considered confirmed until payment has been received.

All prices are in AUD and include GST

Please note:

- All logos must be provided in hi-res .jpg and .eps format by the sponsor to Tarnia Simpson at: ACA-Victoria@wiseconnections.com.au or 03 9885 6566.
- Logos will be displayed on printed and online material subject to specific sponsorship arrangements
- All company profiles must be no longer than 150 words.
- All sponsors will receive a delegate list (soft copy) after the conference (name & company only, subject to privacy laws and individual delegate approval)
- All signage is subject to approval and must be supplied by the sponsor

Sponsorship Application

Contact Details

Please Print

Please print your company name as you would like it on your exhibition fascia

Organisation			
Surname		First Name	
Address		Postcode	State
Telephone	Mobile	Email Address	

Full Conference Delegates

Includes day catering on Friday & Saturday and Cocktail Event on Friday and access to the conference sessions.

Please refer to the number of complimentary delegate registrations included with your sponsorship. Any additional delegate registrations will be charged at \$650 per person.

Delegate 1

Surname	
First Name	
Telephone	Mobile
Email	
Special Dietary Requirements	

Delegate 2

Surname	
First Name	
Telephone	Mobile
Email	
Special Dietary Requirements	

Delegate 3

Surname	
First Name	
Telephone	Mobile
Email	
Special Dietary Requirements	

Delegate 4

Surname	
First Name	
Telephone	Mobile
Email	
Special Dietary Requirements	

Exhibitor Staff

Includes day catering on Friday & Saturday and Cocktail Event on Friday, **does not** include access to the conference sessions.

If you wish to add any additional exhibitor staff to assist at your booth, registrations will be charged at \$315 per person to cover exhibitor catering charges from the venue.

Exhibitor Staff 1

Surname	
First Name	
Telephone	Mobile
Email	
Special Dietary Requirements	

Exhibitor Staff 2

Surname	
First Name	
Telephone	Mobile
Email	
Special Dietary Requirements	

Sponsorship Opportunities

All prices are in A\$ and include GST



Innovation Partner		\$50,000	<input type="checkbox"/>
Platinum Sponsor		\$25,000	<input type="checkbox"/>
Gold Sponsor		\$20,000	<input type="checkbox"/>
Silver Sponsor		\$15,000	<input type="checkbox"/>
Bronze Sponsor		\$12,500	<input type="checkbox"/>
Financial Partner	SOLD	\$12,000	<input type="checkbox"/>
T-Shirt Sponsor		\$10,000	<input type="checkbox"/>
Lanyard Sponsor	SOLD	\$7,000	<input type="checkbox"/>
Education Sponsor	SOLD	\$6,500	<input type="checkbox"/>
Catering Sponsor		\$6,500	<input type="checkbox"/>
Keynote Sponsor		\$6,000	<input type="checkbox"/>
Conference App Sponsor	SOLD	\$5,000	<input type="checkbox"/>
Exhibitor Passport Sponsor		\$3,000	<input type="checkbox"/>
Notepad Sponsor		\$1,500	<input type="checkbox"/>
Satchel Insert		\$500	<input type="checkbox"/>
TOTAL		\$	<input type="text"/>

Extras

Qty

Additional Booth 3m x 2m	\$2,700 ea	<input type="checkbox"/>
Half Trestle Table with 2 Chairs for Booth <i>Must be Pre-Booked – Limited Availability</i>	\$0 ea	<input type="checkbox"/>
Extra Full Delegate Friday/Saturday	\$650 ea	<input type="checkbox"/>
Exhibitor Staff Day Catering	\$310 ea	<input type="checkbox"/>
TOTAL	\$	<input type="text"/>

Payment

We wish to pay by	Credit Card <input type="checkbox"/>	EFT <input type="checkbox"/>
-------------------	---	-------------------------------------

Credit Card

A service charge of 2.5% will be applied to all credit card payments

Please charge	\$
To the following	Mastercard <input type="checkbox"/> Visa <input type="checkbox"/>
Card Number	
Expiry Date	
Cardholder Name	
Cardholder Signature	

EFT

Please pay "Wise Connections on behalf of Australian Childcare Alliance Victoria"

BSB: 063 010

Account: 12769297

Please include the name of your organisation with your remittance.

Please forward a copy of the remittance advice to
ACA-Victoria@wiseconnections.com.au

Note: Your sponsorship will not be considered confirmed and you will not be permitted to exhibit until full payment has been received.

Upon receipt of this signed agreement form our Professional Conference Organiser (Wise Connections) will issue you with a Tax Invoice.

Please indicate your acceptance of these conditions by ticking below:

☐ We hereby agree to indemnify the Conference Committee and its contractors against claims arising from loss or damage to exhibits and any damage cause to the space, walls, floor, ceilings, furniture, fittings & furnishings caused by us at the exhibition venue during the move-in period, occupancies & move-out period.

☐ If an exhibition booth is included in our sponsorship we will provide a certificate of currency of public liability insurance valid for the period of the conference.

☐ We are aware of the Cancellation Policy on page 8.

Sponsor Organisation	
Contact Signature	Date



Australian Childcare Alliance
Victoria

2017 ACA VICTORIA EXCELLENCE IN ECEC SERIES

Professional Conference Organiser **Wise Connections**

ACA-Victoria@wiseconnections.com.au (03) 9885 6566