



Australian Childcare Alliance
Victoria

EARLY LEARNING LEADERS SUMMIT

2022

Sponsorship & Exhibition
Opportunities




Planning
to *thrive*

#ACAVsummit

Friday, 1 April 2022
Crown Conference Centre Melbourne

Invitation to Participate



The Australian Childcare Alliance Victoria (ACA Victoria) invites you to participate in and support our **2022 Early Learning Leaders' Summit**.

The COVID-19 pandemic has caused a major rethink to events around the world, and the popular ACA Victoria Excellence in ECEC Conference is no exception. Out of the ashes of that event rises the **Early Learning Leaders' Summit**. This one-day, face to face event will be like no other in the early learning landscape in Australia.

Designed with Approved Providers and senior managers of early learning services in mind, the Summit will feature first class speakers on topics that will support our delegates in the provision of high quality early education and care, along with a much-needed dose of inspiration, in a setting designed to provide maximum scope for connection and interaction.

The opportunities for Summit Sponsors will be second to none, as Sponsor representatives will be exposed exclusively to business owners and senior managers of early learning services. We have chosen a physical event only, rather than combining it with virtual, as we believe that in this way, we can provide the best experience for all attendees.

The theme for this inaugural Summit is 'Planning to thrive!' Leaders and business owners don't just operate in the here and now. At least one part of their mind is always thinking ahead -1, 2 or 5 years into the future, to the challenges and opportunities that may come their way. The Early Learning Leaders' Summit will tap into ideas and opportunities to support our delegates as they plan to thrive in the years ahead.

This theme provides the opportunity for you to showcase products and services which can support the delivery of high quality and sustainable early learning for our future generations which is so vital for the wellbeing of our nation.

We hope you will choose to attend, to be part of the conversations going on in the sector and show how your products, services and people can assist event delegates in the provision of quality early learning and care to Australia's children.

Warmest regards,



Sarah Tullberg
ACA Victoria President

How to Apply

To discuss the Summit Sponsorship opportunities, please contact Philippa Valder, Business & Strategy Manager at ACA Victoria.



03 9532 2017



0400 170 408



philippa.valder@childcarealliance.org.au

To apply for a sponsorship or booth, please complete the Sponsor Application Form which you can find on page 17.

Overview



The Date

Friday, 1 April 2022



The Audience

The Early Learning Leaders Summit will be attended by Approved Providers, leaders and senior managers of Early Learning Services.

COVID-19 and its restrictions have required us to rethink the shape of our annual event. In doing so, we have chosen to tailor our program and the event itself to owners, leaders and management, and have created an event which is unique in the early learning sector. We're thrilled to have Kurt Fearnley, Steven Bradbury and Shade Zahrai on the program. Their involvement, along with key sector personnel, will make this an early learning sector event not to be missed!



The Venue

The Summit and accompanying Exhibition Hub will be held on Level 2 of the Crown Conference Centre, Melbourne, in the Conference Hall and the pre-Conference foyer. Crown Conference Centre is a unique purpose-built facility that specialises in catering for residential conferences, meetings, seminars, product launches, exhibitions, and many other events in Melbourne. Located in the vibrant heart of Southbank, it is an ideal location for our event.

Venue Address: 8 Whiteman Street, Southbank, Melbourne.



Networking Opportunities

The Summit program is carefully curated to maximise networking opportunities. Delegates will be seated cabaret style in the Conference Hall and Summit Sponsor representatives will have the opportunity to join delegates for the Summit sessions. Subject to COVID-19 restrictions, Sponsor representatives will be rotated through the delegate tables over the course of the day to ensure maximum engagement with a variety of people.

Depending on the Sponsorship package chosen, Sponsor representatives will also have the opportunity to join delegates at the Summit Dinner to be held in River Room, Crown, allowing you to continue conversations started earlier in the day in a more relaxed and informal setting.

The Summit Exhibition Hub will be a perfect complement to the Summit, providing a welcoming space for delegates to gather, grab a coffee, network and talk to exhibitors. The catering (morning and afternoon teas, lunch break including coffee cart) will be served in the Exhibition Hub, which will be limited to 34 stands, guaranteeing footfall and maximising delegate traffic to trade stands.



The Benefits

Your participation in the Summit will:

- Raise your profile by showing your support for the early learning sector
- Build and Reinforce strategic relationships with key decision makers
- Showcase your brand, products, services, activities and expertise
- Increase your reach and exposure to new clients and business opportunities
- Allow you to stay connected to emerging trends and relevant issues

You will access complimentary and discounted registrations for your team – save money and enjoy outstanding education and networking opportunities.

We will profile your brand online in the lead up to, during and after the Summit. All Summit Sponsors and Exhibitors will receive a delegate list of all consenting attendees after the event.

Sponsorship Opportunities

AT A GLANCE

	Platinum Sponsor \$25,000	Gold Sponsor \$20,000	Dinner Sponsor \$20,000	Silver Sponsor \$15,000	Bronze Sponsor \$10,000	Education Sponsor \$7,500	Keynote Speaker Sponsor \$6,000	Lanyard Sponsor \$5,000	Wi-Fi Sponsor \$5,000	Coffee Cart Sponsor \$5,000	Summit Session Sponsor \$3,300	COVID Safety Sponsor \$2,750	Water Bottle Sponsor \$2,750
Number of opportunities available	1	2	1	2	2	1	2	SOLD	1	1	3	1	1
Rotating slide banner advertisement on ACA Victoria website homepage	✓												
Advertisement on ACA Victoria website homepage sidebar		✓	✓										
Meet the Sponsor Snapshot in ACA Victoria Newsletter	✓	✓											
Logo on Summit Sponsor webpage	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Logo on Summit exhibitor webpage	✓	✓	✓	✓	✓	✓		✓		✓			
Exhibition Hub Space Allocation	2	2	1	2	1	1		1					
Summit Full Registration	4	2	1	1	1	1	1		1	1			
Exhibition Hub staff Registration	2	2	1	2	1	1		1					
Additional Summit Dinner ticket	2	2	4	2	1	1							
'Thank you' in President's Report in ACA Victoria newsletter	✓	✓	✓	✓	✓								
Advertisement in ACA Victoria newsletter	4	3	2	2	1								
Logo on footer of all Summit emails (pre and post Summit)	✓	✓	✓	✓	✓								
Facebook posts (pre and post Summit)	4	3	3	2	1	1	1	1	1	1	1	1	1
LinkedIn posts (pre and post Summit)	4	3	3	2	1								
Acknowledgment of your support in opening and closing sessions	✓	✓	✓	✓	✓								
Short product/service TV ad style videos (max 1 min) to be provided to be shown between sessions	3	2		1	1								
Logo on slide to be displayed in the Summit room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Logo recognition on Summit Pocket Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Company name and logo printed on the Summit Dinner Menu			✓										
Opportunity to play a two minute (2) promotional company video at the commencement of the Summit Dinner			✓										
Opportunity to thank speaker							✓						
Opportunity to display banner									✓				
Summit Satchel inserts <i>subject to COVID-19 restrictions</i>	2	2	2	1	1								
Acknowledgement in report in Belonging magazine	✓	✓	✓	✓	✓	✓							
Contact list of delegates	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

SPONSORSHIP PACKAGES

Platinum Sponsorship

\$25,000 PLUS GST | 1 AVAILABLE

Our premium Sponsorship package: Platinum Sponsors receive *maximum* recognition and profile throughout the Summit marketing process and at the event itself.



ACA Victoria website

- Rotating slide banner advertisement for your organisation on homepage
- Your company logo on the Summit Sponsors page, linked to your website
- Your company name included in the listing of exhibitors on the exhibitor page, linked to your website



All Things Big & Small e-newsletter

- 4 x advertisements (to be provided by you)
- 1 x Meet the Sponsor Snapshot full feature in lead up to Summit
- Acknowledgement of your support in President's report (x1)



Social Media (Pre and Post Summit)

- 4 x posts on ACA Victoria's Facebook page featuring your company logo
- 4 x posts on ACA Victoria's LinkedIn page featuring your company logo



On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Acknowledgment of your support in opening and closing sessions
- Short product/service TV Ad style videos (max 1 min) to be provided to be shown between sessions (max 3 separate videos)
- Satchel access for two (2) items *subject to COVID-19 restrictions*



Exhibition Hub

- Two (2) Exhibition Hub booths
- First option to select your booth location



Registrations

- Two (2) Exhibition Hub Staff registrations
- Four (4) Summit registrations (full access)
- Two (2) additional tickets to the Summit dinner



Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)
- Your logo to appear on footer of official Summit emails
- Acknowledgement of your support in post event report in Belonging magazine

SPONSORSHIP PACKAGES

Gold Sponsorship

\$20,000 PLUS GST | 2 AVAILABLE



ACA Victoria website

- Advertisement on homepage sidebar
- Your company logo on the Summit Sponsors page, linked to your website
- Your company name included in the listing of exhibitors on the exhibitor page, linked to your website



All Things Big & Small e-newsletter

- 3 x advertisements (to be provided by you)
- 1 x Meet the Sponsor Snapshot shared feature in lead up to Summit
- Acknowledgement of your support in President's report (x1)



Social Media (Pre and Post Summit)

- 3 x posts on ACA Victoria's Facebook page featuring your company logo
- 3 x posts on ACA Victoria's LinkedIn page featuring your company logo



On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Acknowledgment of your support in opening and closing sessions
- Short product/service TV Ad style videos (max 1 min) to be provided to be shown between sessions (max 2 separate videos)
- Satchel access for two (2) items *subject to COVID-19 restrictions*



Exhibition Hub

- Two (2) Exhibition Hub booths
- Option to select your booth location



Registrations

- Two (2) Exhibition Hub Staff registrations
- Two (2) Summit registrations (full access)
- Two (2) additional tickets to the Summit dinner



Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)
- Your logo to appear on footer of official Summit emails
- Acknowledgement of your support in post event report in Belonging magazine

SPONSORSHIP PACKAGES

Dinner Sponsorship

\$20,000 PLUS GST | EXCLUSIVE OFFER



ACA Victoria website

- Your company logo on the Summit Sponsors page, linked to your website
- Your company name included in the listing of exhibitors on the exhibitor page, linked to your website



All Things Big & Small e-newsletter

- 2 x advertisements (to be provided by you)
- Acknowledgement of your support in President's report (x1)



Social Media (Pre and Post Summit)

- 3 x posts on ACA Victoria's Facebook page featuring your company logo
- 3 x posts on ACA Victoria's LinkedIn page featuring your company logo



On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Acknowledgment of your support in opening and closing sessions
- Company representative to introduce speaker/entertainment at Summit dinner
- Opportunity to play a two (2) minute promotional company video at the commencement of the Summit Dinner
- Company name and logo printed on the Summit Dinner Menu
- Satchel access for two (2) items *subject to COVID-19 restrictions*



Exhibition Hub

- One (1) Exhibition Hub booth
- Option to select your booth location



Registrations

- One (1) Exhibition Hub Staff registration
- One (1) Summit registration (full access)
- Four (4) additional tickets to the Summit dinner



Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)
- Your logo to appear on footer of official Summit emails
- Acknowledgement of your support in post event report in Belonging magazine

SPONSORSHIP PACKAGES

Silver Sponsorship

\$15,000 PLUS GST | 2 AVAILABLE



ACA Victoria website

- Your company logo on the Summit Sponsors page, linked to your website
- Your company name included in the listing of exhibitors on the exhibitor page, linked to your website



All Things Big & Small e-newsletter

- 2 x advertisements (to be provided by you)
- Acknowledgement of your support in President's report (x1)



Social Media (Pre and Post Summit)

- 2 x posts on ACA Victoria's Facebook page featuring your company logo
- 2 x posts on ACA Victoria's LinkedIn page featuring your company logo



On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Acknowledgment of your support in opening and closing sessions
- Short product/service TV Ad style video (max 1 min) to be provided to be shown between sessions (max 1 video to be supplied)
- Satchel access for one (1) item *subject to COVID-19 restrictions*



Exhibition Hub

- Two (2) Exhibition Hub booths
- Option to select your booth location



Registrations

- Two (2) Exhibition Hub Staff registrations
- One (1) Summit registration (full access)
- Two (2) additional tickets to the Summit dinner



Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)
- Your logo to appear on footer of official Summit emails
- Acknowledgement of your support in post event report in Belonging magazine

SPONSORSHIP PACKAGES

Bronze Sponsorship

\$10,000 PLUS GST | 2 AVAILABLE



ACA Victoria website

- Your company logo on the Summit Sponsors page, linked to your website
- Your company name included in the listing of exhibitors on the exhibitor page, linked to your website



All Things Big & Small e-newsletter

- 1 x advertisements (to be provided by you)
- Acknowledgement of your support in President's report (x1)



Social Media (Pre and Post Summit)

- 1 x post on ACA Victoria's Facebook page featuring your company logo
- 1 x post on ACA Victoria's LinkedIn page featuring your company logo



On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Acknowledgment of your support in opening and closing sessions
- Short product/service TV Ad style video (max 1 min) to be provided to be shown between sessions (max 1 video to be supplied)
- Satchel access for one (1) item *subject to COVID-19 restrictions*



Exhibition Hub

- One (1) Exhibition Hub booth



Registrations

- One (1) Exhibition Hub Staff registration
- One (1) Summit registration (full access)
- One (1) Additional ticket to the Summit dinner



Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)
- Your logo to appear on footer of official Summit emails
- Acknowledgement of your support in post event report in Belonging magazine

SPONSORSHIP PACKAGES

Education Sponsorship

\$7,500 PLUS GST | EXCLUSIVE OFFER

ACA Victoria website

- Your company logo on the Summit Sponsors page, linked to your website
- Your company name included in the listing of exhibitors on the exhibitor page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program

Exhibition Hub

- One (1) Exhibition Hub booth

Registrations

- One (1) Exhibition Hub Staff registration
- One (1) Summit registration (full access)
- One (1) additional ticket to the Summit dinner

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)
- Acknowledgement of your support in post event report in Belonging magazine

Keynote Speaker Sponsorship

\$6,000 PLUS GST | 2 AVAILABLE

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- 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

Registration

- One (1) Summit registration (full access)

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)

SPONSORSHIP PACKAGES

Lanyard Sponsor

\$5,000 PLUS GST | SOLD

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website
- Your name included in the listing of exhibitors on the exhibitor page, linked to your website

Social Media

- 1 x post featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on Wi-Fi access instructions
- Lanyard for the Summit delegates (quantity 500)

Exhibition Hub

- One (1) Exhibition Hub booth

Registration

- One (1) Exhibition Hub Staff registration

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)

Wi-Fi Sponsor

\$5,000 PLUS GST | EXCLUSIVE OFFER

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website
- Your name included in the listing of exhibitors on the exhibitor page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on Wi-Fi access instructions
- Acknowledgment as sponsor on the Wi-Fi login landing page, with company name and logo (with hyperlink to website)
- Opportunity to customise password for Summit (Subject to ACAV and venue approval).

Registration

- One (1) Summit registration (full access)

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)



SPONSORSHIP PACKAGES

Coffee Cart Sponsor

\$5,000 PLUS GST | EXCLUSIVE OFFER

Subject to availability and must be purchased in conjunction with exhibition space

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website
- Your name included in the listing of exhibitors on the exhibitor page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Opportunity to display one (1) free standing banner next to the coffee machine

Registration

- One (1) Summit registration (full access)

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)

Coffee cart will be supplied by Crown Conference Centre, including a manned coffee machine and coffee cups for the duration of the Summit in the catering and exhibition area. The coffees will be charged on consumption to the Coffee Cart Sponsor @ \$4 per coffee (this cost is in addition to the Sponsorship cost)

Additional Opportunities

Not included in the package – please contact Wise Connections to discuss

- Opportunity to brand coffee cart (additional cost)
- Opportunity to provide branded keep cups (additional cost)
- Opportunity to provide branded t-shirts to barista (additional cost)

Summit Session Sponsor

\$3,300 PLUS GST | 3 AVAILABLE

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Acknowledgement as the Summit Session Sponsor at the beginning of the relevant session
- Promotional slide to be shown on screen at beginning and end of the relevant session (subject to the ACAV Board approval)
- Company logo on the Summit Pocket Program

Registration

- One (1) Summit registration (full access)

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)



SPONSORSHIP PACKAGES

COVID Safety Sponsor

\$2,750 PLUS GST | EXCLUSIVE OFFER

An opportunity to assist delegates to remain COVID-Safe throughout the Summit by providing branded hand sanitiser and space distancing floor stickers. You will liaise with the Exhibition Company to produce and supply hand sanitiser stations and floor space decals branded with your company logo.

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Branded hand sanitiser stations and floor space decals to be organised and supplied by sponsor (subject to ACAV approval) directly to Crown Conference Centre (at own cost)

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)

Water Bottle Sponsor

\$2,750 PLUS GST | EXCLUSIVE OFFER

Individual bottled water will be provided to all delegates throughout the Summit. You will have the opportunity to supply bottled water branded with your company logo to be distributed to each delegate.

ACA Victoria website

- Your logo on the Summit Sponsors page, linked to your website

Social Media

- 1 x post on ACA Victoria's Facebook page featuring your company logo

On-site at the Summit

- Company logo on slide to be displayed in the Summit Room
- Company logo on the Summit Pocket Program
- Branded bottled water to be organised and supplied by sponsor directly to Crown Conference Centre (at own cost)

Other

- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)



Exhibition Hub Opportunities

Standard Single Hub Space 2m x 2m



Your investment

ACA Victoria Supplier Member	\$2,750 each (excl. GST)
Other Suppliers	\$2,950 each (excl. GST)

Standard Single Space Inclusions:

Signage: 2.4m high freestanding signage (white melamine panel in an aluminium frame)

Blade Sign: Printed blade sign with stand number and company name

Power: 1 x single 4amp power point

Furniture package: 1 x bar table with 2 x aspect stools

Additional benefits

- Company logo on the exhibitor page of the ACA Victoria website
- 1 Exhibition Hub Staff Registration
- Company listing on the Summit Pocket Program
- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)



Upgraded Features (Additional cost)

Custom print one-sided panel (1m)	\$310 (excl. GST)
Lighting Arm Lift	\$120.75 (excl. GST)

Standard Double Hub Space 4m x 2m



Your investment

ACA Victoria Supplier Member	\$4,750 each (excl. GST)
Other Suppliers	\$4,950 each (excl. GST)

Standard Double Space Inclusions:

Signage: 2.4m high freestanding signage (white melamine panel in an aluminium frame)

Blade Sign: Printed blade sign with stand number and company name

Power: 1 x single 4amp power point

Furniture package: 1 x Westin table with 4 x aspect stools

Additional benefits

- Company logo on the exhibitor page of the ACA Victoria website
- 2 Exhibition Hub Staff Registrations
- Company listing on the Summit Pocket Program
- Receipt of delegate list (soft copy) after the Summit (name and company only, subject to privacy laws and individual delegate approval)

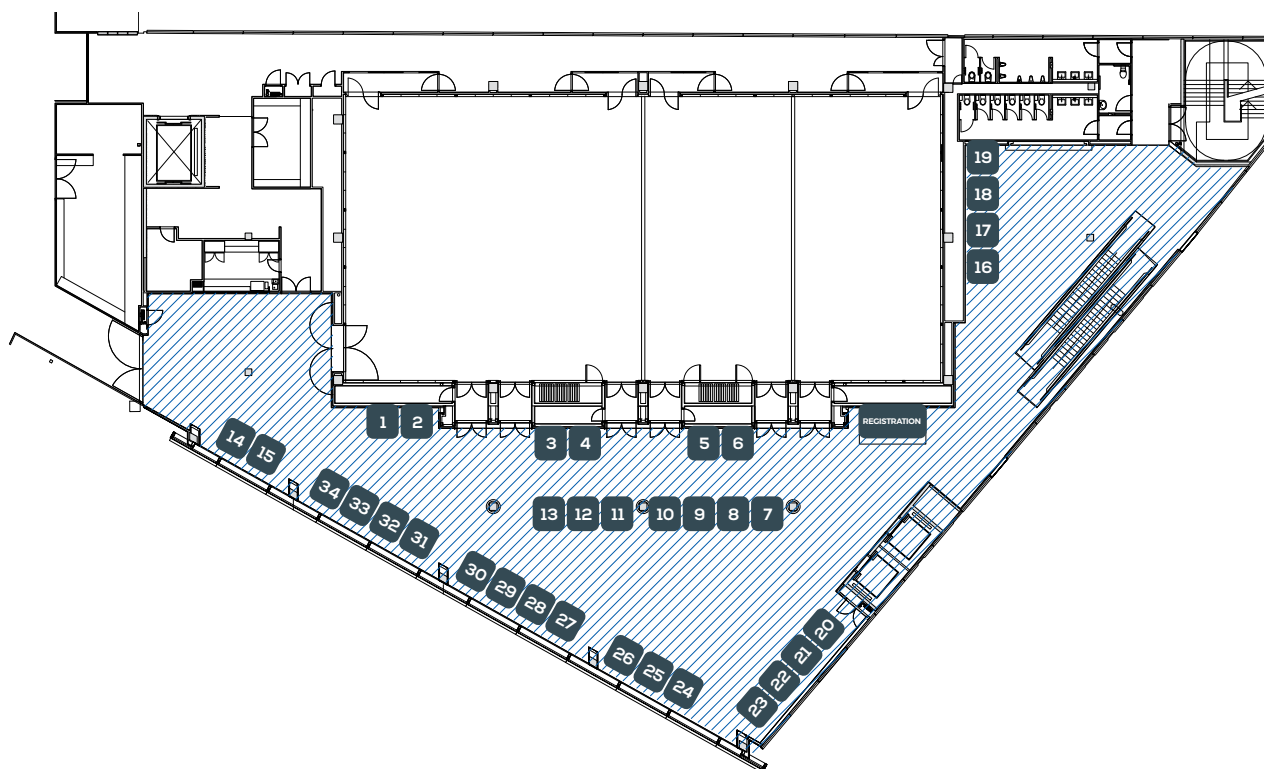


Upgraded Features (Additional cost)

Custom print one-sided panel (1m) per panel	\$310 (excl. GST)
Custom print one-sided panel (0.5m)	\$152 (excl. GST)
Lighting Arm Lift	\$120.75 (excl. GST)

Exhibition Hub Floor Plan

Space allocations will be decided by ACA Victoria, giving precedence to placement of sponsors and ensuring that competing companies have a degree of separation. Booth allocations will be advised to exhibitors approximately four (4) weeks prior to the Summit, including a floor plan showing the location of your space.



The floor plans are draft only and are subject to change.

Exhibition Hub

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

Thursday, 31 March 2022	12.00pm – 5.00pm	Exhibition Hub Bump In
Friday, 1 April 2022	9.00am – 4.00pm	Exhibition Hub Open AM tea, lunch and PM tea served in the Exhibition Hub
Friday, 1 April 2022	5.00pm – 6.30pm	Exhibition Hub Bump Out Subject to change once Summit program finalised

Details of the exhibition will be provided in separate documentation however please note: In the lead-up to the event, you will receive details of alternative signage opportunities as well as audio visual and furniture hire options from the exhibition supply company. Pricing will be provided and payment made directly to Harry the Hirer.

Additional Information

Additional Registrations (subject to availability)

Due to security and occupational health & safety requirements all sponsor and exhibitor staff attending the Summit will need to be registered and wear a name badge to gain access into the Summit or Exhibition Hub area.

If you have a full access Registration included in your Sponsorship package or exhibition space this will allow one person access to the Exhibition Hub, Summit sessions and the Summit Dinner.

Subject to COVID-19 restrictions, we may be able to offer you additional registrations either full or Exhibition Hub staff only. We will be able to determine this approximately 7-10 days before the event. If you plan to have additional delegates attend above your complimentary registration inclusions, you will need to register and pay for them.

If you plan to have additional staff working at your Exhibition Hub you will need to book additional tickets at the following rates:

Exhibition Hub Staff Day Catering	\$150.00
Full Summit Registration (incl. Summit Dinner and access to sessions)	
Members	\$695.00
Non-Members	\$895.00
Additional Summit Dinner Ticket	\$175.00

*Prices above are in A\$ and include GST.

Exhibition Hub Staff Day Catering will allow one person access only to the Exhibition Hub on Friday and includes day catering but does not include the Summit Dinner.

Booking Policy

Please complete attached Exhibitor Application form.

ACA Victoria reserves the exclusive right to exclude any person or organisation from participation in the Sponsorship, marketing or exhibitor opportunities in this prospectus at this Summit. If you would like to discuss other Sponsorship opportunities, please contact Philippa Valder, Business & Strategy Manager at ACA Victoria to discuss further.

Payment

Payment is due strictly 14 days from the date of invoice. Sponsorships & Exhibition Hub space will not be considered confirmed until payment has been received.

Cancellation Policy

If you need to cancel your commitment, you must request same in writing via email to aca-victoria@wiseconnections.com.au

We will refund cancellations received before 1 December, 2021, less a \$150 plus GST administration fee (unless other contractual obligations apply).

Cancellations received between 1 December, 2021 and 18 February, 2022 will receive a 50% refund.

Cancellation after 18 February, 2022 will not receive a refund.

Cancellation or Postponement of the Summit

The Organisers do not accept any liability for losses incurred if the Summit is cancelled or postponed due to an unforeseen event that renders proceeding with the meeting inadvisable, illegal, impracticable or impossible. If the Summit is cancelled or postponed refunds will not be issued but available funds will be credited towards a future Summit. An unforeseen event could include, but is not limited to, an infectious disease outbreak; industrial disruptions; service provider failures; governmental restrictions or regulations; war or apparent act of war; terrorism or apparent act of terrorism; disaster; civil disorder, disturbance, and/or riots; curtailment, suspension or restriction on transportation; or any other emergency.

Other Terms and Conditions

Security

We strongly recommend that no valuable items be left at your Exhibition Hub Space, especially overnight. No responsibility can be taken for any loss or damage to equipment and display materials.

Disclaimer and Changes

Every effort has been made to present all the information accurately, however no liability is accepted for any inaccuracy and the Organisers reserve the right to change any published information if required. The Organisers reserve the right to amend, update or delete sponsorship and exhibition packages and the exhibition floor plan to comply with COVID Safety measures in place with the Summit Venue and State Government at the time of the event.

COVID Safe Plan

The health and safety of our ACA Victoria Summit sponsors, delegates, contractors and team members is of paramount importance to us. With that in mind we have devised a set of health and safety protocols and enhanced hygiene measures. These have been based on the regulations and advice of the Australian Government Department of Health and in close association with Crown Conference Centre and include:

- Physical distancing plans (including queue management and capacity calculations)
- Increased environmental hygiene practices and sanitisation practices including increased cleaning and disinfecting throughout the venue
- Team training and education
- Downloading of the COVIDSAFE app encouraged
- Contact tracing

These safety precautions may be subject to change in accordance with any Australian Government updates and will be implemented accordingly. We are committed to your health and safety and the success of Early Learning Leaders' Summit and look forward to partnering with you to help you achieve your marketing objectives.

Insurance

All exhibitors must take out insurance coverage for their own protection and indemnity. Exhibitors 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 exhibition.

Liability

All Sponsors & Exhibitors 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 certification of currency must be forwarded to our Professional Summit Organiser at least 4 weeks prior to the Summit. You will not be permitted to participate in the event unless proof of public liability insurance has been provided.

We, the organisers, will not be responsible for any loss or injury that may occur to any exhibitor, exhibitors' employees, delegates or property from any cause whatsoever, prior to, during and the subsequent period of the Summit. Sponsors & Exhibitors 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.

Artwork

All logos must be provided in hi-res .png and .eps format by the sponsor/exhibitor in 3 formats to aca-victoria@wiseconnections.com.au

- a) full colour
- b) all black
- c) all white

Sponsors are responsible for supplying any required artwork for printed materials in hi-res .jpg, .png or .pdf format as requested. All logos will be reproduced in full colour OR black and white depending on method of print production. Logos will be displayed on printed and on-line material subject to specific entitlements.

Company Profiles

Company profiles must be no longer than 150 words. The organiser reserves the right to edit company profiles that exceed the maximum word limit.

Signage

All signage is subject to approval and must be supplied by the Sponsor.

Sponsor and Exhibitor Application Form



Please complete and forward to Wise Connections
aca-victoria@wiseconnections.com.au

Company Details

COMPANY NAME		
ADDRESS		
CITY	POSTCODE	STATE
ABN		

Exhibitor Liason Details

NAME
POSITION
EMAIL
TELEPHONE

Please tick here to confirm acceptance of terms and conditions (refer to page 15 of the prospectus) for participation in **ACA Victoria Early Learning Leaders' Summit**

The Wise Connections team will liaise with this contact on all matters relating to exhibition logistics, registrations, branding etc.

Sponsorship Opportunities

Please indicate your preferred option(s)

Sponsors	QTY
Platinum Sponsorship <i>1 remaining</i>	\$25,000
Gold Sponsorship <i>2 only</i>	\$20,000
Dinner Sponsorship <i>1 only</i>	\$20,000
Silver Sponsorship <i>2 only</i>	\$15,000
Bronze Sponsorship <i>2 only</i>	\$10,000
Education Sponsorship <i>1 only</i>	\$7,500
Keynote Speaker Sponsor <i>2 only</i>	\$6,000
Lanyard Sponsor <i>SOLD</i>	\$5,000
Wi-Fi Sponsor <i>1 only</i>	\$5,000
Coffee Cart Sponsor <i>1 only</i>	\$5,000
Session Sponsor <i>3 only</i>	\$3,000
COVID Safety Sponsor <i>1 only</i>	\$2,750
Water Bottle Sponsor <i>1 only</i>	\$2,750

Exhibition Hub Space	QTY
Single Space Allocation: ACA Victoria Supplier Member	\$2,750
Single Space Allocation: Other Supplier	\$2,950
Double Space Allocation: ACA Victoria Supplier Member	\$4,750
Double Space Allocation: Other Supplier	\$4,950

All Sponsorship and Exhibition packages are exclusive of GST

Summit Full Delegate Registration (Complimentary)

Please complete this section to advise us of your complimentary delegates **as per your sponsorship package inclusions**. The registrations include access to all Summit Sessions, Morning Tea, Lunch, Afternoon Tea and Summit Dinner. Additional registrations are able to be purchased on Page 18 (Delegate Registrations - Additional).

Delegate 1

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Delegate 2

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Delegate 3

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Delegate 4

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Sponsor and Exhibitor Application Form

Exhibition Hub Staff Registration (Complimentary)

Please complete this section to advise us of your complimentary Exhibitor Hub Staff as per your Hub Space entitlements. These registrations include day catering on Friday, but does not include Summit Dinner. Additional Exhibitor Hub Staff registrations and Summit Dinner Tickets are able to be purchased below.

Exhibition Hub Staff 1

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Exhibition Hub Staff 1

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Exhibition Hub Staff (Additional)

QTY

Exhibitor Hub Staff Day Catering	\$150	
Additional Summit Dinner Ticket	\$175	

All Staff and Delegate Registrations are inclusive of GST

Delegate Registrations (Additional)

QTY

Extra Delegate: Member	\$695	
Extra Delegate: Non-Member	\$895	

All Delegate Registrations are inclusive of GST

Delegate 1

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Delegate 1

FIRST NAME	SURNAME
TELEPHONE	MOBILE
EMAIL	
DIETARY ALLERGIES	

Payment

We wish to pay by:

- VISA
- Mastercard
- EFT

Credit Card

NAME ON CARD	
CARD NUMBER	
EXP	CCV
CARDHOLDER SIGNATURE	

EFT

Please pay Australian Childcare Alliance Victoria

BSB 062 000
ACC 1694 9655

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 or exhibitor hub space will not be considered confirmed and you will not be permitted to participate unless full payment has been received. Upon receipt of this signed agreement our Professional Conference Organiser (Wise Connections) will issue you with a Tax Invoice. Please note you will be issued one invoice for your Sponsorship package and a separate invoice for your extra Delegates, Exhibitor Hub Staff or Dinner Tickets.

Authorisation

Authorised Signatory for and on behalf of the Sponsor/Exhibitor (please print full name)

NAME	POSITION	SIGNATURE	DATE
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- I hereby agree to indemnify the Summit committee and its contractors against claims arising from loss or damage to exhibits and any damage to exhibits and any damage caused 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 any exhibition space is included in our sponsorship, we will provide a Certificate of Currency of Public Liability Insurance valid for the period of the Summit. I am aware of the cancellation policy on Page 15 of the prospectus.

PROUDLY BROUGHT TO YOU BY



Australian Childcare Alliance
Victoria