

# **Sponsorship Booking Form**

### RURAL DOCTORS ASSOCIATION OF QUEENSLAND **Annual Conference • 20 - 22 June 2024** Brisbane Convention & Exhibition Centre

### **ORGANISATION DETAILS**

Organisation			
Contact			
Address			
		State	Postcode
Telephone		Fax	
Mobile	Email		
Website		ABN	

SPONSORSHIP OPTIONS - All amounts listed below include GST

MAJOR PACKAGES	SPONSORSHIP PACKAGES	
Platinum Sponsor • \$28,995	Trade Booth • \$4,880	
SOLD Gold Sponsor • \$22,995	Networking Exhibit • \$2,465	
Silver Sponsor • \$14,010		
SESSION SPONSORSHIP	ADDITIONAL TRADE	
Welcome Plenary Sponsor • \$6,510	<b>\$99</b> per additional rep (Thursday)	
Plenary Sponsor • \$5,800	\$140 per additional rep (Friday)	
Session Sponsor • \$3,200	\$140 per additional rep (Saturday)	
NETWORKING SPONSORSHIP	CONFERENCE ADVERTISING	
SOLD Awards Night Sponsor (Sat PM) • \$12,200	E-Blast • \$400	
Catering Sponsor (Sat) • \$1,995	Digital Banners • \$1,100	
SOLD Welcome Reception • \$10,445	Mobile Alerts • \$400	

**NOTE:** Full payment of your investment is required with your booking form. Sponsorship is guaranteed once payment is received.

## **Payment Details**

#### Account name: RDAQ (QCB) BSB: 654000 Account number: 64177149

**ABN:** 67 726 348 256

Cheque (made payable to Rural Doctors Association of Queensland)

Direct Deposit (to be received within 5 working days)

I would like to pay by credit card (to be received within 5 working days)

Complete and return this form, we will create an online account where you can process payment online.

Call RDAQ Conference Team direct on 07 3105 7838 to process your credit card over the phone

#### Please ensure the boxes below are ticked and a copy of your certificate of currency is attached.

I agree to the terms and conditions outlined in RDAQ 2024 sponsorship offer including payment, cancellation policies, sponsorship conditions, unavoidable occurrences and any relevant changes to contact personnel.

Please note that any name changes in personnel attending RDAQ 2024 as trade exhibitors or conference attendees (via level of sponsorship) must be put in writing and sent to the conference managers, as unauthorised personnel will not be granted entry. All sponsorship information will be sent to the contact person nominated on your booking form, unless authorised in writing due to a change in personnel.

I declare that I am authorised to make this commitment on behalf of my organisation.

Initial

Name

Date

To confirm your sponsorship, please complete this form and return with your certificate of currency and payment to: RDAQ Conference Manager A: GPO Box 1495, Brisbane, QLD, 4001 F: 07 3105 7838 • E: conference@rdaq.com.au

**RDAQ Annual Conference Code of Conduct** A friendly reminder that your behaviour and professionalism is on display at all times during the RDAQ conference, including networking functions. RDAQ believes in respecting all people, from your fellow conference delegates to conference staff members, venue staff, sponsors and other contractors through speech and actions. To this end we have a Code of Conduct that we ask all conference attendees to adhere to. This is available on our website Trade and Sponsorship - RDAQ Conference for your review.

**Cancellation Policy** Cancellations must be made in writing to RDAQ conference manager. Cancellations received before Friday 9 February 2024 will incur a service fee (being reasonable pre-estimate of administration, advertising and lost opportunity costs incurred) of \$300 for each sponsored activity or trade cancelled and the balance of any monies then paid shall be refunded. Cancellations received before Friday 5 April 2024 will receive a 50% refund. Where your company logo has been promoted on printed material or the conference website, your refund may be less than 50% and is at the discretion of the conference committee. Cancellations received on or after Friday 5 April 2024 will not receive a refund.

**COVID-19** Sponsor cancellations due to a COVID-19 related emergency (eg lockdown enforced in your jurisdiction, government imposed travel restrictions) received with supporting documentation will incur a service fee (being reasonable pre-estimate of administration, advertising and lost opportunity costs incurred) of \$300 for each sponsored activity or trade cancelled and the balance of any monies then paid shall be refunded. Cancellation of accommodation must be made directly to the property. RDAQ is not responsible for any cancellation fees or charges. RDAQ has developed contingency planning to adapt the conference program and delivery to meet government restrictions should they arise. Should RDAQ change program or delivery to meet government restrictions speakers and volunteers adhere to the RDAQ2024 COVID-Safe plan and that of the venue. The COVID-Safe plan will be available onsite and also provided as part of your confirmation pack.

**Sponsorship Conditions** Neither RDAQ, the conference managers nor the venue and their respective employees or agents accept any liability for damage to or loss of any equipment, materials or other belongings brought by or on behalf of an exhibitor to the venue of RDAQ 2024. The exhibitor is advised to take out appropriate insurance cover accordingly. The exhibitor must maintain public and products liability insurance (at a coverage of at least \$A20,000,000 at the expense of the exhibitor) for the duration of attendance at the venue and provide a certificate of currency for public liability to RDAQ at least 30 days before commencement of RDAQ 2024. Please ensure that your certificate is valid during conference dates and that of the venue. The COVID-Safe plan will be available onsite and also provided as part of your confirmation pack.

**Unavoidable Occurrences** In the event that the opening, closing or duration of RDAQ is cancelled or amended due to unavoidable occurrences whether by decision of RDAQ, the venue, conference managers or any sponsor, and for any reason including but not limited to, fire, flood, labour disputes, natural disasters, civil disorders, riots, insurrections, work stoppages or disputes, or other similar events, then the sponsor shall not be entitled to any refund or to claim for any compensation, loss or damage.

CLICK HERE to submit form via email, or print, scan and email to conference@rdaq.com.au