



RANZCOG 2018

ANNUAL
SCIENTIFIC
MEETING

**Shifting
Sands**

Exploring the
boundaries of
specialisation

Sponsorship and Exhibition Prospectus

Sunday 16 September – Wednesday 19 September 2018
Adelaide Convention Centre

ranzCogasm.com.au



RANZCOG 2018

ANNUAL SCIENTIFIC MEETING

SHIFTING SANDS

The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) 2018 Annual Scientific Meeting (ASM) will be held at the Adelaide Convention Centre, Adelaide, South Australia, between Sunday 16 and Wednesday 19 September 2018.

This year's theme, Shifting Sands, explores the ever-moving boundaries of Obstetrics and Gynaecology. From evolving treatments to revolutionary technologies, the meeting will explore the role of specialists and subspecialists focusing on the need to work together to achieve the very best for the patient.

With an exciting array of obstetricians and gynaecologists, surgeons and physicians, the meeting promises an enlightening balance of evidence and clinical guidance for generalists, specialists, obstetricians, office gynaecologists and complex pelvic surgeons.

SCIENTIFIC PROGRAM

The program will include plenary and concurrent sessions that may cover topics such as:

- Contraception
- Current Influences on Women's Health
- Global Women's Health
- Fertility and Reproductive Health
- Fetal Medicine
- General Gynaecology
- Prenatal Diagnosis
- Ultrasound
- Indigenous Women's Health
- Labour and Obstetric Complications
- Medical Education
- Menopause
- Obstetric Medicine
- Paediatric and Adolescent Gynaecology
- Psychosomatic Issues in Obstetrics
- Gynaecology
- Sexual and Reproductive Health
- Urogynaecology & Mesh



**The Royal Australian
and New Zealand
College of Obstetricians
and Gynaecologists**
Excellence in Women's Health

EXPLORING THE BOUNDARIES OF SPECIALISATION

VENUE

The Adelaide Convention Centre is the perfect setting for the 2018 ASM. It is located on North Terrace, the gracious cultural and educational boulevard steeped in architectural history, and surrounded by a range of hotels as well as restaurants, theatres, shops and gardens. The Adelaide Convention Centre enjoys a global reputation for excellence and is consistently ranked among the world's top convention centres.

Adelaide Convention Centre

North Terrace
Adelaide SA 5000 Australia
T: +61 8 8212 4099
W: www.adelaidecc.com.au

ABOUT THE COLLEGE

RANZCOG is dedicated to the establishment of high standards of practice in obstetrics and gynaecology and women's health. The College trains and accredits doctors throughout Australia and New Zealand in the specialties of obstetrics and gynaecology so that they are capable of providing the highest standards of healthcare.

The College also supports research into women's health and acts as an advocate for women's healthcare by forging productive relationships with individuals, the community and professional organisations, both locally and internationally.

As such, RANZCOG:

- Sets the individual curricula's, training programs and assessments to ensure that those graduating have the essential attributes and key competencies expected for clinical competency and effective practice as a medical practitioner, specialist or subspecialist within the chosen scope of practice.
- Advocates on women's health issues across Australia and New Zealand.
- Provides advice to Federal and jurisdictional Government committees and other organisations.
- Develops best practice advice on issues relating to obstetrics and gynaecology offered in a range of formats including Patient Information Pamphlets and College Statements, Clinical Practice Guidelines, Positions and Communiques.
- Supports and develops educational initiatives, programs and resources for health professionals in Indigenous women's health and those in Asia and the Pacific.
- Provides a CPD program facilitating training, continuing education, peer review and life-long learning.
- Supports research and advocacy for women's health by forging productive relationships with individuals, the community and professional organisations, both locally and internationally.
- RANZCOG has approximately 6,500 members in Australia and New Zealand and internationally.





RANZCOG 2018

ANNUAL SCIENTIFIC MEETING

YOUR OPPORTUNITY TO BE INVOLVED

Obstetrics and gynaecology is a unique specialty, in that it combines elements of both surgery and medicine. Highly trained specialist Obstetricians and Gynaecologists may have exposure to surgery through both operative obstetrics and gynaecology, and medicine through endocrinology, oncology, internal medicine, and medical imaging.

You are invited to partner with RANZCOG and participate in the 2018 ASM by way of sponsorship and/or exhibition. A very limited number of sponsorship packages are available; all of which can be tailored to assist you meet your company objectives.

In addition, an exhibition, enabling you to showcase your latest products and services will also be available. There are a number of benefits of participation in the meeting, including:

- Demonstrating your commitment to, and support of women's health
- Generating quality business leads
- Increasing profile
- Creating new business opportunities

RANZCOG very much appreciates the support of our partners. To assist our supporters the Organising Committee has provided a number of opportunities for engagement between delegates and sponsors/exhibitors throughout the meeting, including all meal breaks (morning tea, lunch, afternoon tea) and the Welcome Reception, at the end of Day One, being held in the exhibition area.

WHY BE INVOLVED?

Feedback from sponsors and exhibitors over many years has, time and time again, shown that participation in the RANZCOG ASM is a strategic activity that assists in reaching a large number of existing and potential clients. Partners at previous meetings have commented:

- *The RANZCOG ASM is a great opportunity to meet opinion leaders in the one place*
- *It is our key meeting for Obstetricians and Gynaecologists*
- *Very well organised and a perfect opportunity to get face time with our customers*
- *The RANZCOG ASM always provides an excellent platform for face-to-face interaction with the delegates coupled with relevant program topics.*
- *A significant, and very well run event, enabling us to connect personally with our valued members.*
- *Excellent interest with good clinical discussions*

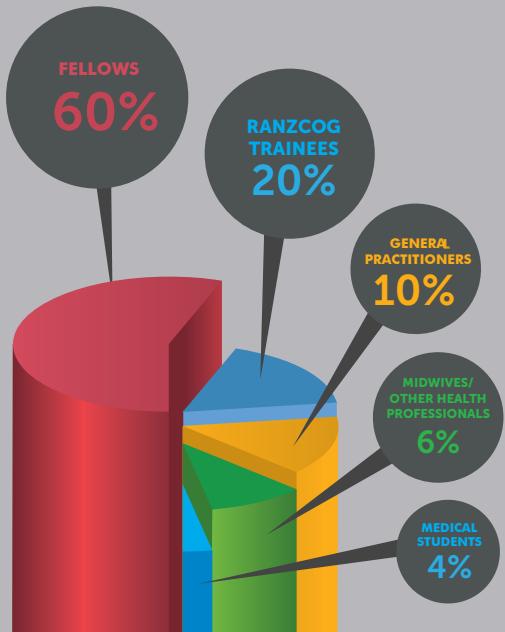
MEETING DELEGATES

WHO WILL ATTEND?

It is estimated 700 delegates from all Australian states and territories, New Zealand, the Asia Pacific region and further afield will be attending the meeting.

The majority of attendees will be Fellows of RANZCOG (60%). However, RANZCOG trainees (20%), General Practitioners (10%), Midwives/Nurses, Pacific O&G Specialists and other health professionals (6%) will also attend. The final 4% will comprise medical students; a group with which the College is increasingly engaging.

Building on the success of previous RANZCOG Annual Scientific Meetings and joint meetings with other obstetric and gynaecological colleges the Organising Committee have developed a program that will see three days of scientific presentations, together with pre-meeting workshops and an exciting social program, ensuring that this prestigious annual meeting continues to be the highlight of the College education calendar.



ORGANISING COMMITTEE

- Dr Martin Ritossa
Chair, Organising Committee
- Professor Gustaaf Dekker
Chair, Scientific Program
- Associate Professor Rosalie Grivell
Committee Member
- Professor Ben Mol
Committee Member
- Professor Robert Norman
Committee Member
- Dr Robert O'Shea
Committee Member
- Dr Amanda Poprzeczny
Trainee Representative
- Dr Elvis Seman
Committee Member
- Dr Jeffrey Taylor
DRANZCOG Program Coordinator,
Committee Member
- Mr Mark Donato
RANZCOG Director of Marketing &
Membership
- Mrs Anna Smaragdi
RANZCOG ASM Secretariat
- Ms Sara MacArthur
RANZCOG ASM Secretariat
- Ms Tania Back
RANZCOG ASM Secretariat
(SA/NT Regional Office)
- Ms Lee-Anne Harris
RANZCOG Sponsorship Consultant

SPONSORSHIP OPPORTUNITIES

RANZCOG is pleased to offer an extensive array of opportunities for your involvement in the meeting. Whether it be Gold Sponsorship, and the significant presence that this offers, or if you just want to be a little more visible this year, there are a wide range of options for you to select from. These are listed below. Please note all opportunities are subject to availability and will be offered on a first come, first serve basis (and subject to approval of the Organising Committee and ASM Secretariat).

All prices are in Australian dollars and inclusive of GST.

PREMIER SPONSORSHIP PACKAGES

GOLD SPONSORSHIP

\$40,000

TWO OPPORTUNITIES

- Complimentary exhibition floor space (measuring 6.0m x 6.0m = 36.0sqm raw space), including 8 exhibitor registrations for your company representatives to attend
- 3 x complimentary inserts in delegate satchel
- 1 x A4 Full colour advertisement in program and abstracts handbook
- Company logo on title slides during the opening ceremony
- Verbal acknowledgement of your support at opening and closing ceremony
- Company logo on session holding slides (where plenary or concurrent session is not sponsored by another organisation)
- Company logo acknowledgement on meeting website
- Hotlink embedded into your company logo on meeting website
- Acknowledgement on official sponsors board
- Acknowledgement in program and abstracts handbook
- Delegate list available one month and two weeks prior (subject to compliance with privacy legislation)

In addition to the above benefits, the Gold Sponsors may select **three** of the sponsorship opportunities options listed on the following pages.

SILVER SPONSORSHIP

\$20,000

FOUR OPPORTUNITIES

- Complimentary exhibition floor space (measuring 6.0m x 3.0m = 18.0sqm island space. This can be utilised as raw space or 2 adjoining booths), including 4 exhibitor registrations for your company representatives to attend
- 2 x complimentary inserts in delegate satchel
- 1 x half A4 (horizontal) full colour advertisement in program and abstracts handbook
- Company logo on title slides during opening ceremony
- Verbal acknowledgement of your support at opening and closing ceremony
- Company logo on session holding slides (where plenary or concurrent session is not sponsored by another organisation)
- Company logo acknowledgement on meeting website
- Hotlink embedded into your company logo on meeting website
- Acknowledgement on official sponsors board
- Acknowledgement in program and abstracts handbook
- Delegate list available two weeks prior (subject to compliance with privacy legislation)

In addition, Silver Sponsors may choose **two** of the sponsorship opportunities listed on the following pages.



SESSION FILMING

\$12,000

EXCLUSIVE OPPORTUNITY

This option provides your organisation with the opportunity to sponsor the filming and production of presentations delivered at the meeting. All filmed presentations will be made available to the membership and trainees of RANZCOG via a secure link from the RANZCOG website. The presentations will also become an integral component of the RANZCOG eLearning platform that services all RANZCOG trainees as well as providing continuing professional development opportunities for Fellows and Diplomates. Should you choose this sponsorship your organisation will be provided with long lasting recognition of your support and the ongoing education of not only those who attended the Meeting, but to the wider membership.

Entitlements

- Logo placement on landing page of ASM 2018 presentation website
- Acknowledgement in the program and abstracts handbook

NEW FELLOWS & AWARDS PRESENTATION AND RECEPTION

\$12,000

EXCLUSIVE OPPORTUNITY

The New Fellows Presentation Ceremony & Awards and Reception will be held on Sunday 16 September 2018. This function is an inclusion of full delegate registration, and is the time when newly graduated Fellows are given the limelight and their success in attaining Fellowship of RANZCOG acknowledged. The Ceremony will also include presentation of medals for outstanding achievements in RANZCOG examinations, and RANZCOG awards. Following the formalities all those attending are invited to a reception where they can personally congratulate all new Fellows and award winners. Both the Ceremony and Reception will be held at the iconic Adelaide Town Hall.

This is a perfect opportunity for new Fellows and other meeting delegates to celebrate their achievements, renew old friendships and meet new colleagues. Sponsorship of this function will demonstrate your support of these Fellows as they embark upon their career.

Entitlements

- Company logo placement on back cover of ceremony booklet
- Company logo and appropriate text on holding slide prior to commencement of ceremony
- Opportunity to provide corporate signage during the reception
- Opportunity to provide an appropriate memento to be included in the New Fellows presentation pack provided by RANZCOG
- Acknowledgement in the program and abstracts handbook
- Six complimentary tickets to the ceremony and reception

MEETING APP

\$12,000

EXCLUSIVE OPPORTUNITY

This is your chance to sponsor this exciting technology that is the mainstream method of communicating with meeting delegates. An official Meeting App will be available before, during and after the meeting, extending the value of your sponsorship well beyond the meeting dates. The App will be available via traditional computer download, iPad, Tablets and Smartphones. At the Meeting last year, 92% of delegates downloaded the App. Each time the App was opened, whether it be for viewing of the scientific program, speaker profiles, live voting during sessions, Meeting alerts or any other option the home page, the sponsors logo and brand was the first page delegates viewed. A perfect brand reinforcement opportunity.

Entitlements

- Your logo noting your organisation as the meeting App sponsor on the meeting App home page
- Acknowledgement in the program and abstracts handbook

MEETING DINNER

\$12,000

EXCLUSIVE OPPORTUNITY

The social highlight of the meeting, the dinner is an evening not to be missed. In 2018, the dinner will be held at the magnificent and historic Adelaide Oval. Renowned as a unique venue, boasting picturesque views over the city, St Peter's Cathedral and more this promises to be a night to remember. This exclusive opportunity is highly sought after, and will go quickly. For more details on how you can be a part of this special night, please contact Ms Lee-Anne Harris at sponsorship@ranz cog.edu.au

Entitlements

- Acknowledgement in the program and abstracts handbook, and at the dinner
- Ten complimentary tickets to the dinner
- Reserved table in premium position
- Opportunity to provide merchandise to each delegate
- Signage provided by your company to be displayed during the meeting dinner



PLENARY SESSIONS

\$9,000

SEVEN OPPORTUNITIES

Seven plenary sessions will be available for sponsorship throughout the meeting. As no other session is held at the time of each plenary, your sponsorship of any of these sessions will provide you with maximum exposure to the majority of delegates.

Entitlements

- Verbal acknowledgement by the session chairperson
- Logo on title slides prior to commencement of session
- Opportunity to display signage in the session room
- Acknowledgement in the program and abstracts handbook

PROGRAM AND ABSTRACTS HANDBOOK

\$8,500

EXCLUSIVE OPPORTUNITY

The Meeting Program and Abstracts Handbook will be distributed on-site to all participants and will be regularly used during, and long after the event. The Program and Abstracts Handbook is often referenced by meeting delegates once they are back in their practices. Sponsorship of the handbook will provide you with the opportunity to advertise on the inside front cover and back cover; two prime positions within the handbook.

Please note: this sponsorship offers prime positioning; other organisations will be permitted to advertise throughout the Program and Abstracts Handbook.

Entitlements

- One full page colour advertisement on the inside front cover of the program and abstracts handbook
- Company logo on the back cover of the program and abstracts handbook

PROGRAM AND ABSTRACTS HANDBOOK ADVERTISING

Sponsors and Exhibitors are invited to advertise in the Meeting Program and Abstracts Handbook which will be distributed on-site to all participants.

A variety of advertising options to suit your budget are available.

- Full colour inside front cover **\$4,400**
- Full colour back cover **\$4,400**
- Full colour inside back cover **\$3,500**
- Full colour full page advertisement **\$2,500**
- Full colour half page advertisement **\$2,000**

WELCOME RECEPTION

\$8,000

EXCLUSIVE OPPORTUNITY

An included function for all registered delegates, this reception is very popular with delegates and exhibitors alike, providing an additional opportunity for interaction. The Welcome Reception will be held at the Adelaide Convention Centre on Monday 17 September 2018, immediately following the conclusion of the day's scientific program. As sponsor of this function your organisation will have prime exposure and first-hand contact with a targeted audience.

Entitlements

- Verbal acknowledgement during Welcome Reception
- Company logo and acknowledgement on function signage
- Opportunity to display banner(s) on or near stage
- Acknowledgement in the program and abstracts handbook

BREAKFAST MASTERCLASS

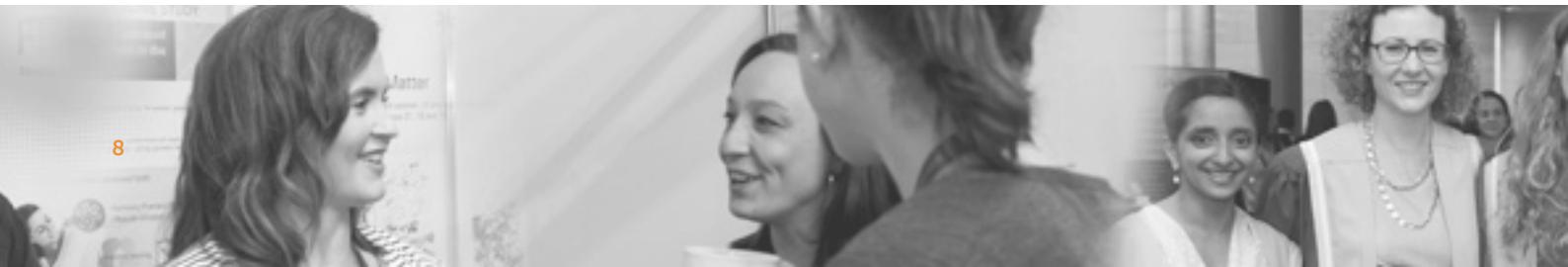
\$6,500

EIGHT OPPORTUNITIES

As part of the official scientific program, four optional breakfast sessions will be held on Tuesday 18 September and Wednesday 19 September. Breakfast Masterclasses are always extremely popular with delegates and this opportunity provides your organisation with the chance to engage with delegates from the start of the day. Delegates will be required to pre-register for each breakfast, (limited to 50 delegates). A continental breakfast will be provided to participants. These sponsorship opportunities are sought after and fill quickly. The Organising Committee welcome your expression of interest in providing suitable topics and speakers for these breakfasts. Please note all breakfast topic/speakers require approval of the Organising Committee.

Entitlements

- Advertising of your support of Breakfast Masterclass on meeting website
- One A4 satchel insert advertising the breakfast masterclass
- Opportunity to provide signage and merchandising at the Breakfast Masterclass
- Acknowledgement in the program and abstracts handbook
- List of attendees at your breakfast (subject to privacy consent)



SPONSORSHIP OPPORTUNITIES

DELEGATE NAME BADGE AND LANYARD

\$6,000

EXCLUSIVE OPPORTUNITY

Every delegate will be provided with a name badge upon registration. Delegates will be required to wear their name badge for the duration of the event, to enable access to sessions and social functions. By taking up this opportunity you are sure to maximise branding!

Entitlements

- Company name and logo (one colour) printed on the name badges along with the meeting logo. Placement of logo will be at the discretion of the Organising Committee.
- Your company colour selected for the lanyards
- Acknowledgement in the program and abstracts handbook

DELEGATE SATCHEL AND LUGGAGE TAG

\$6,000

EXCLUSIVE OPPORTUNITY

Every registered delegate will be provided with an official ASM satchel upon registration. To encourage delegates to use satchels after the meeting, the satchel will not be over printed with the meeting or sponsors logo. However, a luggage tag will be printed with the meeting logo and sponsor logo and will be attached to each satchel. Luggage tags can be removed and used on other baggage at the conclusion of the meeting providing a lasting reminder of your support.

Entitlements

- One luggage tag with sponsor and meeting logo to be supplied with each satchel.
- Acknowledgement in the program and abstracts handbook

CONCURRENT SESSIONS

\$4,500

TEN OPPORTUNITIES

Concurrent sessions, on a wide range of topics including obstetrics, gynaecology, urogynaecology, sexual health, fertility, gynaecologic oncology and many others will be held throughout the meeting. Sponsorship of concurrent sessions will provide you with access to an audience that is particularly interested in a topic that your organisation's products or services may complement.

Entitlements

- Verbal acknowledgement by the session chairperson
- Logo on title slides prior to commencement of session
- Opportunity to display signage in the session room
- Acknowledgement in the program and abstracts handbook

NOTEPADS AND PENS

EXCLUSIVE OPPORTUNITY FOR EACH

Delegates always need notepads and pens for recording important notes and messages throughout the meeting.

Give them the opportunity to see your company name and logo each time they use them. These are often used after the event, providing you with maximum exposure. The meeting is pleased to offer one company a licence to provide pens and / or notepads.

- Pens \$2,000
- Notepads \$2,000
- Pens & Notepads \$3,000

** Please note the sponsoring organisation will be required to provide sufficient pens and / or notepads for each satchel (approximately 800 of each)

Entitlements

- Distribution of pens and/or notepads directly into delegate satchels
- Acknowledgement in the program and abstracts handbook

SATCHEL INSERT

\$2,000

UNLIMITED OPPORTUNITIES

Your organisation will be entitled to insert promotional material in delegate satchels (up to three collated A4 pages). Important information describing your initiatives, products and services can be placed directly in the hands of your key audience. Inserting corporate literature is one of the few sure ways of guaranteeing that information on your organisation reaches every delegate.

(Note: All material to be placed in satchels requires the approval by the ASM Secretariat).



SPONSORSHIP OPPORTUNITIES

PROGRAM AND SPEAKERS BROCHURE ADVERTISING

The Program and Speakers Brochure will be the major print piece sent to approximately 6,500 RANZCOG members just prior to the meeting. This publication will include details of Keynote Speakers, up-to-date program and other important meeting information. Distributed with the O&G Magazine, it will serve to focus attention on the upcoming meeting. Advertising in this brochure presents you with a prime opportunity to maximise your organisation's exposure to not only those registered, or intending to register, to attend the meeting, but to the wider RANZCOG membership. Importantly, it will provide you with the opportunity to remind delegates of your involvement and presence at the meeting, and can play a major role in your overall marketing plan.

Advertising rates are:

- Full colour back cover **\$4,400**
- Full colour inside back cover **\$3,500**
- Full colour full page advertisement **\$2,500**
- Full colour half page advertisement **\$2,000**

All sponsorship opportunities are available separately or may be chosen as part of a Gold or Silver sponsorship package. To enable you to tailor a package to suit your business requirements, the value and availability of each opportunity is listed below.

Opportunity	Value	Available
Session Filming	\$ 12,000	1
Meeting App	\$ 12,000	1
Meeting Dinner	\$ 12,000	1
New Fellows & Awards Presentation and Reception	\$ 12,000	1
Plenary Session	\$ 9,000	7
Program and Abstracts Handbook	\$ 8,500	1
Welcome Reception	\$ 8,000	1
Breakfast Masterclass	\$ 6,500	8
Delegate Satchel and Luggage Tag	\$ 6,000	1
Delegate Name Badges & Lanyard	\$ 6,000	1
Concurrent Session	\$ 4,500	10
Notepads	\$ 2,000	1
Pens	\$ 2,000	1
Notepads / Pens Combined	\$ 3,000	1
Satchel Insert	\$ 2,000	Unlimited
Program and Abstracts Handbook advertising	from \$ 2,000	Unlimited
Program and Speakers Brochure advertising	from \$ 2,000	Unlimited

Please note: All opportunities are subject to availability and will be offered on a first come, first serve basis (and subject to approval of the Organising Committee and ASM Secretariat).

Choice of preferred exhibition space will be offered in order of total sponsorship contribution. Sponsorship will be confirmed once payment is received.

Size and prominence of sponsors' logo on signage and printed material will reflect the level of sponsorship involvement.





EXHIBITION OPPORTUNITIES

The exhibition associated with the meeting will be located in Halls F & G of the Adelaide Convention Centre and will play an integral role in this meeting.

To acknowledge the importance of the exhibition, the meeting program has been structured to provide maximum exposure to exhibitors. The social program has also been designed to allow delegates to relax and mix informally after intensive sessions. Exhibitors are encouraged to participate in all meeting activities, and may register to attend the social program.

EXHIBITION BOOTH/SPACE

\$6,930

EXHIBITOR ENTITLEMENTS AND BOOTH HIRE OPTIONS

The Meeting will provide exhibitors the opportunity to market products and services directly to key decision makers within their target markets. Confirmed exhibitors are entitled to the following benefits and features:

- 3.0 m x 3.0m booth space.
- Octanorm back and side walls, 30 character company fascia signage, two 120w spotlights and one 10 amp general purpose outlet.
- Booth location listed in the official program and abstracts handbook, and in the meeting app, together with an 80 word description of the company's products/services.
- One Meeting satchel, containing all inserts.
- This includes access to the scientific program, morning and afternoon tea, lunch for two representatives, attendance at Welcome Reception (additional social functions ie meeting dinner is not included).

Please note all organisation representatives are required to be registered for the RANZCOG ASM as exhibition representatives. Additional company representatives (in excess of two per booth) will be required to register and pay an additional exhibitor fee.

Space will only be confirmed after your payment and signed application form are received by the ASM Secretariat. Space is assigned first to sponsors, then exhibitors, in order of receipt of payment.

INSTALLING EXHIBITS

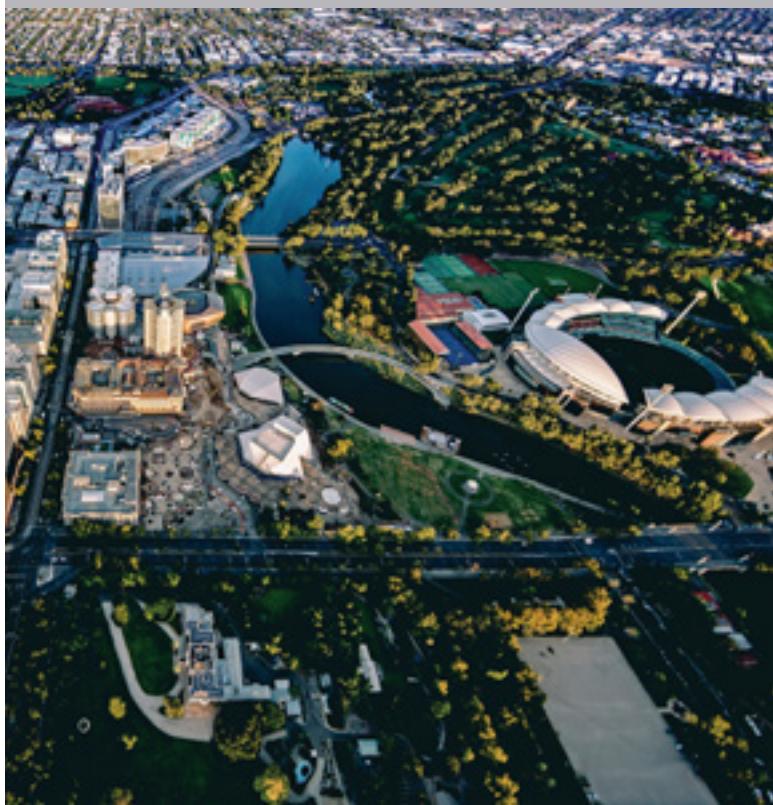
Exhibits are to be set up on Sunday 16 September 2018 between 16.00 and 18.00. The exhibition area will close at 20.00 for cleaning and exhibitors will be required to vacate the area.

DISMANTLING EXHIBITS

Dismantling exhibits will take place on Wednesday 19 September 2018 between 14.00 – 18.00 only.

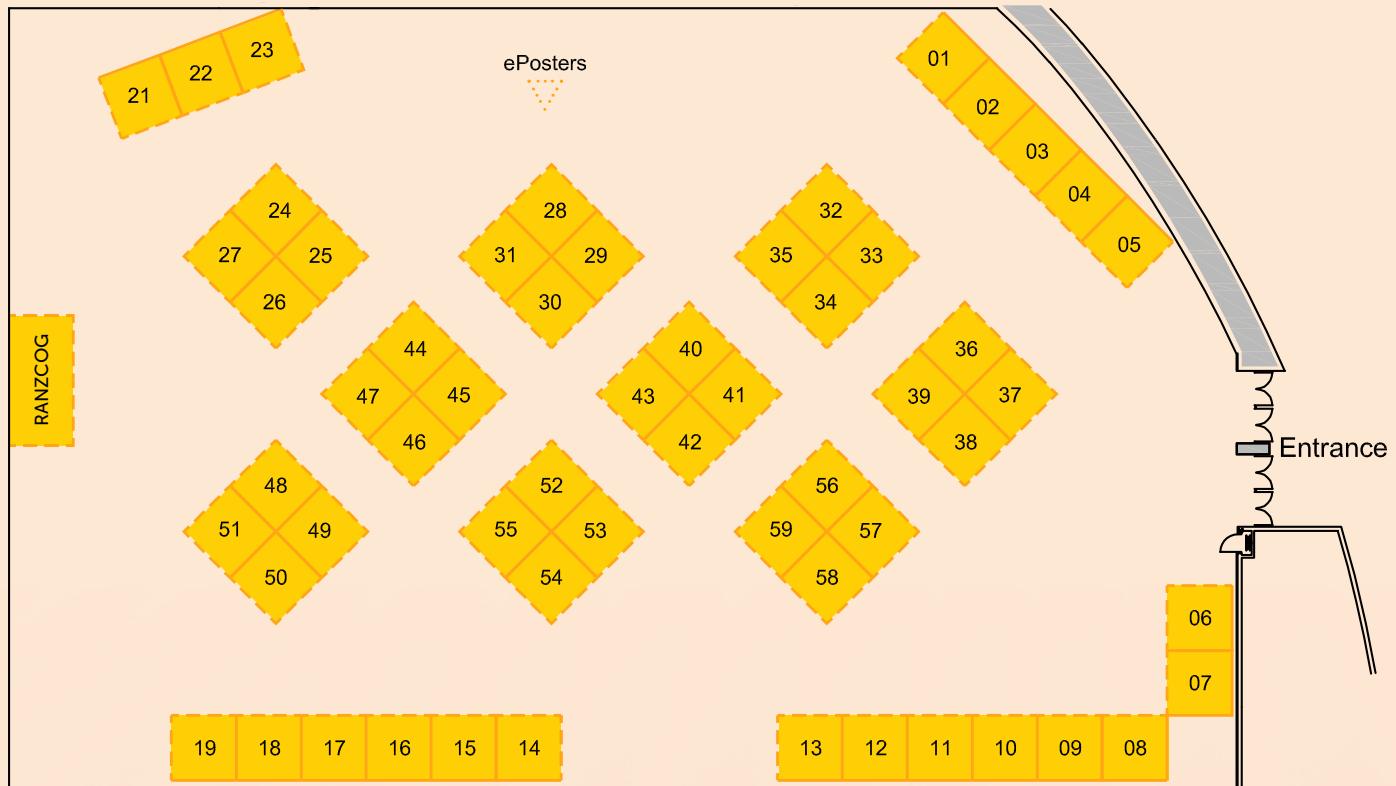
As a courtesy to delegates and other exhibitors under no circumstances will exhibitors be permitted to dismantle exhibits before 14.00 on Wednesday 19 September 2018. Please ensure that your representatives are aware of this requirement and that any travel plans take this into account.

Exhibition bump-in, bump-out and exhibition hours may alter slightly and will be confirmed in the exhibitor's manual, which will be available approximately six weeks prior to the meeting.



EXHIBITION FLOOR PLAN

A preliminary floor plan is provided for easy reference, and for you to select your preferred site. A detailed exhibitor's manual, will be forwarded to exhibitors approximately six weeks prior to the event.



EXHIBITION HOURS

Sunday 16 September 2018

16.00 – 18.00 (exhibitors bump in)

Monday 17 September 2018

08.00 – 17.30 (exhibition opening times)

Tuesday 18 September 2018

08.30 – 17.00 (exhibition opening times)

Wednesday 19 September 2018

08.30 – 14.00 (exhibition opening times)

14.00 – 18.00 (exhibitors bump out)

Application to participate in the RANZCOG 2018 ASM as a sponsor or exhibitor will be completed on-line. Please visit the meeting registration website <https://waldronsmith.eventsair.com/ranzcog2018/seform/Site/Register> and complete the application form. All applications received will be acknowledged in writing.

Should you wish to discuss any aspect of your involvement prior to completing the application process please contact Ms Lee-Anne Harris sponsorship@ranzCog.edu.au or + 61 419 246 545

Once your application is approved, you will be sent a confirmation letter and tax invoice.

Please note: Booth allocations will be allocated in order of applications and monies received, and will be at the discretion of the Organising Committee.

Full pre-payment of all money is required before your entitlements become confirmed.

CANCELLATION POLICY

After the booking has been accepted, if the sponsorship item or floor space can be resold to another company, the company will receive a full refund of deposits paid, less administrative fees of 10 % of the total sponsorship or exhibition rate. If not able to be resold, the company will be liable to pay the following fees:

50% of the total sponsorship/exhibition rate, if the cancellation request is received in writing on or before 30 June 2018.

100% of the total sponsorship/exhibition rate, if the cancellation request is received in writing after 1 July 2018.

If the balance of payment is not received by the due date noted on the tax invoice the allocated sponsorship or exhibition may be cancelled.

Any refunds of deposits paid will be made after the meeting but not later than 31 December 2018. The company will not be entitled to any interest that the organiser may have derived from deposits made by the company. All bank charges, including senders and receiver's charges, resulting from a refund related to cancellation of a sponsorship/exhibition items will be passed on to the sponsor/exhibitor.

CONTACT

Ms Lee-Anne Harris
Sponsorship Consultant
RANZCOG

e: sponsorship@ranzCog.edu.au
t: +61 419 246 545

RANZCOG ASM 2018 Secretariat:
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Australia

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e: ranzCog@wsm.com.au
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TERMS AND CONDITIONS

The organiser of the forthcoming RANZCOG Annual Scientific Meeting 2018 (RANZCOG 2018 ASM) and the accompanying exhibition is the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) ABN 34 100 268 969. RANZCOG and/or a meeting manager, may invite pharmaceutical, scientific and other organisations to participate in an exhibition, which will complement the scientific component of the RANZCOG ASM. Sponsorship and exhibitions for the RANZCOG ASM are subject to these terms and conditions and any other requirements notified by RANZCOG or the meeting manager in connection with sponsorship and/or exhibition arrangements.

1 Definitions

In these terms and conditions:

"meeting manager" means the professional conference organisers, and / or other party, that RANZCOG may appoint to assist in the conduct of the RANZCOG ASM and any associated meeting and/or exhibition;

"you", "your", "sponsor" or "exhibitor" means the organisation named on the application to sponsor or exhibit form contained on the RANZCOG ASM website and confirmed by RANZCOG; and

"venue" means the building or space in which the RANZCOG ASM and any associated meeting and/or exhibition is conducted.

2 Acceptance of Terms

In completing and submitting a signed application for sponsorship and/or exhibition in connection with the RANZCOG ASM you accept that these terms and conditions apply to the entire exclusion of any other terms or conditions which may be proffered by you and which RANZCOG may have been deemed to have accepted if not for this condition, including any conflicting conditions in your application.

3 Sponsorship and Exhibition Arrangements

Applications and Benefits

(a) Once submitted, an application can only be withdrawn or modified with the written approval of RANZCOG. RANZCOG reserves the right to decline any application to participate in the conference and/or exhibition of the meeting, without being obliged to give reasons why.

(b) Acceptance of sponsorship or exhibition from any organisation does not imply RANZCOG endorsement of their products, which must be made clear at all times (in a manner acceptable to RANZCOG). Nor does acceptance confer any right of exclusivity in respect of the RANZCOG ASM or any other activities of RANZCOG.

(c) RANZCOG will only accept sponsorship from organisations that abide by their relevant industry code of conduct, in particular the Medicines Australia Code of Conduct, and all applicable laws. On submitting an application you warrant that you comply with applicable laws and all provisions of the relevant code(s) of conduct or similar and it is your responsibility to ensure that they continue to be complied with for the duration of the sponsorship / exhibition period. Compliance must be demonstrated on request. In the event of non-compliance or insufficient evidence of your ability to ensure ongoing compliance, RANZCOG or its meeting manager may suspend or terminate your sponsorship and/or exhibition arrangements, without being liable to pay any compensation to you.

(d) Applications to sponsor or exhibit must be made on the relevant form or on the RANZCOG ASM website. Phone or unpaid bookings will not be accepted.

(e) If your application is approved, you will be entitled to the notified benefits, subject to the prescribed payments.

Payments and Taxes

(f) You will not receive any sponsorship or exhibition entitlements (including confirmation of booth space) until all monies have been paid. Payments are non-refundable.

(g) If you pay by electronic funds or an international cheque / bank draft you agree to pay any bank charges and must include these in the amount you transfer. If you pay via credit card, a merchant fee may be charged if detailed within the sponsorship and exhibition prospectus or the application form.

(h) Taxes and charges, including goods and services taxes, value-added taxes and multi-stage turnover taxes, are in addition to the stated amounts and are payable by you at the time a taxable event arises or the charge is imposed. You are liable for all expenses incurred by RANZCOG in collecting amounts payable, including, but not limited to, all legal expenses on a full indemnity basis. Interest on all outstanding moneys will accrue at a rate equivalent to the then current rate fixed under section 2 of the Penalty Interest Rates Act 1983 (Vic) plus 5%, compounding monthly.

Allocated Space

(i) Space / booths are allocated at the discretion of RANZCOG and may only be changed by you with the prior written approval of RANZCOG or the meeting manager.

(j) RANZCOG reserves the right to redesign the floor plan for sponsors and exhibitors as it sees fit. RANZCOG or the meeting manager will give you as much notice as practicable if an allocated space / booth needs to be altered.

Registration of Staff

(k) All exhibition staff must be registered as organisation staff. Any staff, in addition to the entitlement as detailed in the sponsorship and exhibition prospectus, must be registered by the payment of the additional exhibitor fee. The amount of this fee can be obtained from the RANZCOG or the meeting manager. You are responsible for the safety of your employees, including the provision of a safe workplace.

No Delegation

(l) You may not delegate or assign your sponsorship or exhibition entitlements, or share, sub-let or grant licences for the whole or part of the booth / exhibition area assigned to you without the prior approval of RANZCOG or the meeting manager (consent being discretionary).

Standard and Types of Displays

(m) RANZCOG and the meeting manager reserve the right to ask you to remove any display items and materials they deem as unacceptable. Offending items must be promptly removed.

(n) Food, beverage or prohibited items are not permitted in an exhibition unless prior arrangements have been made with RANZCOG or the meeting manager.

(o) The supply of samples by a sponsor / exhibitor is entirely at the sponsor / exhibitor's risk and the sponsor must indemnify and keep indemnified RANZCOG from and against any actions, suits, proceedings, claims, demands, damages, penalties costs and expenses, which may arise from the supply by sponsor / exhibitor of samples.

Logos and Identification

(p) You must not use a RANZCOG 2018 Annual Scientific Meeting logo or any identification of RANZCOG in connection with your activities, unless expressly approved by RANZCOG in writing on a case-by-case basis (approval may be withdrawn or modified on notice to you).

No Interference

(q) You must not use or conduct business from any area outside

TERMS AND CONDITIONS

your assigned booth area, specifically but not limited to, in the aisle ways, public thoroughfares and public areas. This includes, without limitation, the erecting of any sign, display or obstruction which intrudes into another organisation's space or the placing of promotional materials in any area outside of your allocated booth/space.

Site Requirements and Behaviour

- (r) You and the suppliers you are permitted to use on site must conform to the venues environmental requirements, workplace health and safety requirements, insurance requirements and other regulations required by the venue.
- (s) You must ensure that your employees and contractors will, at all times, act in accordance with the reasonable directives of RANZCOG, the meeting manager and/or the venue and must conduct themselves in an orderly manner and in full compliance with the reasonable directives and requirements of the venue management and with all applicable laws ordinances and directives.
- (t) You must promptly notify RANZCOG in writing if a complaint is made in connection with your products or services or the conduct of your employees in connection with the RANZCOG ASM. You must also promptly notify RANZCOG in writing of any materials concerns or disputes with the meeting manager or if you believe a direction or requirement of the meeting manager conflicts with these terms and conditions or any other requirements of RANZCOG.

Risk and Loss

- (u) RANZCOG accepts no responsibility for the protection and security of your personnel and property and without limitation, RANZCOG is not responsible for the loss and damage of any exhibit or other property of the sponsor / exhibitor under any circumstances whatsoever.
- (v) You are responsible for insuring your items against loss and damage (at full replacement value).

(w) You must hold workers' compensation insurance and a broadform public liability insurance policy for a minimum of \$10 million or other amount as RANZCOG reasonably nominates, as well as any other customary insurance directed by RANZCOG, the meeting manager or a venue. Upon request, evidence of your insurance cover must be provided to RANZCOG or the meeting manager, identifying insurer, policy number, renewal date and other relevant particulars.

Venue Damage

- (x) Without limiting the requirements of a venue, sponsors / exhibitors must not damage in any way the walls, floors, ceilings or other surface of a venue, including the exhibition area, and on request must promptly pay or reimburse RANZCOG or the venue (as directed) for the cost of reinstating any damage any damage caused by the sponsor / exhibitor and any associated penalties and losses for which RANZCOG is liable.

Pack Up

- (y) Exhibits must not be dismantled or removed before the published exhibition closing time.

Cancellation and Termination

- (z) In the event that the meeting and/or exhibition is cancelled or delayed through no fault of RANZCOG or the meeting manager, including but not limited to the actions of a venue or fire, flood, labour disputes, natural disasters, civil disorders, riots, insurrections, work stoppages, slow downs or disputes, or other similar events then the sponsor and/or exhibitor will not be entitled to any refund or to a claim for any loss of damage.
- (aa) If you become insolvent or are in breach of these terms and unable or unwilling to remedy the breach within a period notified

by RANZCOG or the meeting manager, RANZCOG may terminate your sponsor / exhibitor entitlements under these terms and conditions by written notice. Despite termination, you remain liable for all moneys payable under or in connection with these terms and conditions and the requirements of clauses 3(h), (k), (o), (u), (x) and (bb) are ongoing.

Confidentiality

- (bb) Information exchanged concerning the RANZCOG ASM and your arrangements as a sponsor / exhibitor are confidential, and must not be disclosed to any other person, without the written consent of RANZCOG (otherwise than as intended for the purposes of giving effect to sponsor / exhibitor arrangements).

Program Conflict

- (cc) You shall not host any external meetings, symposia, social function or activity, at any time during the meeting that would provide a program or social activity conflict.



RANZCOG 2018

ANNUAL
SCIENTIFIC
MEETING

**Shifting
Sands**

Exploring the
boundaries of
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