**BAPM and EBNEO Conference 2019**

 **Evidence and Excellence in Perinatal care**

**11-13 September 2019, University of Northumbria, Newcastle**

**Sponsors and Exhibitors booking form**

**Please return to** **bapm@rcpch.ac.uk** **with your company logo.**

**Section 1 - Your booking**

|  |
| --- |
| **Company name: Charity Number (if applicable):** |
| **Company address (for invoice):** |
| **Contact name:** | **Contact email:****Contact telephone:** |
| **Company information (for inclusion on website) Max 50 words:** |
| **Representatives attending –** please write down the names of those attending the conference. Please note additional representatives will be charged at £50 per day. |
| **Rep 1:**  | **Included** |
| **Rep 2:**  | **£50 per day** |
| **Rep 3:**  | **£50 per day** |
| **Please note if any of the attending reps have dietary or access requirements:** |

|  |
| --- |
| **I would like to book the following sponsor / exhibitor package:** |
| **Platinum sponsor and exhibitor** |  |
| **Gold sponsor and exhibitor** |  |
| **Silver sponsor** |  |
| **Networking Reception** |  |
| **Exhibitor** |  |
| **Delegate Pack insert** |  |

|  |  |  |
| --- | --- | --- |
| **Costs** | **Number required** | **Amount** |
| Sponsor / exhibition package | **1** | **£** |
| Additional representatives charged at **£50** per day each |  | **£** |
| Annual Dinner attendance (£29 per person) |  | **£** |
| **Total:** |  | **£** |

**Section 2: Your exhibition space**

If your chosen sponsor or exhibition package includes an exhibition stand you will be provided with a tabletop exhibition space and chairs. If you wish to demonstrate large equipment or need access to power we will do our best to accommodate this but please discuss this with us first to ensure we can accommodate your needs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you require power? | Yes |  | No |  |
| Will you be bringing any large equipment? (Large is defined as not fitting on a tabletop.) | Yes |  | No |  |
| If yes please give details: |

**Section 3: Your event targets**

It is not compulsory to complete this section but if you do so it may help us to help you to get the most out of the event.

|  |
| --- |
| What are your key targets for this event? |
| Is there a particular audience your products or services are most relevant to? |
| Is there anything BAPM can do to help you to meet your targets? |

**Section 4: Signature**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Does the company produce formula milk?**  | **Yes** |  | **No** |  |
| I confirm I have read the BAPM Policy for Interaction with Commercial companies and that the company as named above, to the best of my knowledge, meets the policy requirements, in particular* does not contravene any laws, standards, codes of practice or other agreements relevant to our products
* has not been convicted under the UK Bribery Act (2010) or similar legislation
* is not a political party.

I confirm that I agree with the terms and conditions outlined in section 4 of this document. |
| **Signed:** |  | **Date:** |  |

**Section 5 – terms and conditions**

1. The following benefits are included in the sponsor / exhibitor packages:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sponsor level**All prices are inclusive of VAT.(Early Bird Prices available until 9th June) | Platinum(Limit 3) | Gold | Silver | Networkingreception sponsor(Limit 1) | Exhibitor(Limit 20) | Delegate pack insert |
| Cost (Standard) | £4000(EB £3500) | £2500(EB £2000) | £1500(EB 1250) | £1750(EB £1500) | £1750(EB 1500) | £300 |
| Cost (BAPM Corporate member) | £3000(EB £2500) | £2000(EB £1500) | £1000(EB £750) | £1500(EB £1200) | £1500 (EB £1200) | £150 |
| Cost (Charity) | N/A | N/A | N/A | N/A | £250 (limit 5) | £50 |
| 30 min lunchtime seminar slot | ✓ |   |   |   |   |   |
| Exhibition space | ✓ | ✓ |   |   | ✓ |   |
| Sponsor listing in conference programme and on website | ✓ | ✓ | ✓ | ✓ |   |   |
| Insert in delegate bags | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Logo on holding slide between speakers | ✓ | ✓ | ✓ |  ✓ |   |   |
| Logo on advertising material | ✓ | ✓ | ✓ |  ✓ |   |   |
| Logo on BAPM conference banners x 2 | ✓ | ✓ | ✓ |  ✓ |   |   |
| Exhibitor listing in conference programme and on website | ✓ | ✓ |   |   | ✓ |   |
| Exclusive networking reception sponsor listing in conference programme, BAPM website and on advertising material. |   |   |   | ✓ |   |   |
| Entrance and lunch will be provided for this number of attendees: | 2 | 1 | 0 | 2 | 1 | 0 |
| Access to conference sessions and networking reception for attendees | ✓ | ✓ | ✓ | ✓ | ✓ |   |
| Opportunity to attend annual dinner (at additional cost) | ✓ | ✓ | ✓ | ✓ | ✓ |   |

It is the responsibility of the sponsoring / exhibiting company to provide BAPM with company information, logo and flyers for inclusion in marketing materials / delegate packs.

1. If your sponsorship package includes a seminar slot:
* The session will be listed in main programme as a sponsored session
* The session will be separate from the main programme of events by at least a five minute break.
* If is the responsibility of presenting company to attract an audience to the session.
1. All commercial organisations working with BAPM will be subject to a due diligence review. If BAPM declines to work with an organisation following this review then any payment already received for supporting the event will be refunded.
2. Cancellation must be made in writing. The following charges will apply:

More than 3 months before the event date – 50% of fees will be payable

Less than 3 months before the event date – 100% of fees will be payable