

# sponsorship and exhibition booking form

Written acknowledgement of sponsorship and / or exhibition bookings will be made on receipt of a signed booking form. A tax invoice will then be issued for the deposit and written confirmation provided once this is received.

Please complete this form, keep a copy for your records and send to

Conference Office: Think Business Events: Level 1, 299 Elizabeth Street, Sydney NSW 2000

Ph: +61 2 8251 0045 | Fax: +61 2 8251 0097 | Email: ot2011@thinkbusinessevents.com.au



## sponsorship | exhibition items

Item Description	Cost \$AUD (inc GST)	Please indicate your selection / preferred booth numbers
Platinum Sponsorship	<i>list 3 booth positions in order of preference</i> \$ P.O.A.	
Gold Sponsorship	<i>list 3 booth positions in order of preference</i> \$ 17,600	
Silver Sponsorship	<i>list 3 booth positions in order of preference</i> \$ 12,100	
Bronze Sponsorship	<i>list 3 booth positions in order of preference</i> \$ 7,700	
Exhibition booth	<i>list 3 booth positions in order of preference</i> \$ 3,300	
Exhibitor Workshop	\$ 1,500	
University Alley	\$ 1,500	
Keynote Presentation Sponsorship	\$ 3,500	
Stream Sponsorship	\$ 2,500	
Session Sponsorship	\$ 1,500	
Poster Prize	\$ 500	
Best Abstract Award Sponsorship	\$ 500	
Best Paper Award Sponsorship	\$ 500	
Conference Dinner Sponsorship	\$ 7,500	
Conference Satchel	\$ 3,300	
Advertising in Conference handbook	Half page \$1750 Quarter page \$950	
Satchel Inserts	\$ 650	
Conference Pads and Pens	\$ 1,500	
Name Badge Lanyards	\$ 3,300	
Internet Café	\$ 5,000	
Network Central	\$ P.O.A.	
<b>TOTAL (inc GST)</b>		

## booking details

Organisation Name	
Address	
City	
State   Postcode	
Country	
Contact Person	
Title   Position	
Phone   Fax	
Email	
Website	
Signature	
Date	

### payment and booking conditions:

1. Booking forms must be completed, signed and sent to the Conference Office.
2. Upon receipt of signed booking form, the conference office will confirm entitlements in writing and forward acknowledgement of receipt, together with a tax invoice for the deposit.
3. The deposit will be 50% of the full amount and payment is due 30 days from date of invoice.
4. The balance of the full amount will be due 1 April 2011.
5. Payment may be made by cheque or direct transfer into bank account. Cheques should be made out to 'Australian Association of Occupational Therapists' and forwarded to the address below. Credit card payments are accepted (a surcharge applies).
6. All payments must include 10% Goods and Services Tax component.
7. Acceptance of sponsorship and exhibition offers is at the discretion of the organising committee.
8. Cancellations made after 31 March 2011, will incur a 50% cancellation fee.

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