



SUPPORTER AND EXHIBITOR PROSPECTUS

NDS NATIONAL CONFERENCES
2019





NATIONAL DISABILITY SERVICES

National Disability Services – the peak national industry association for disability services – invites you to join us by participating in our national conferences to be held throughout 2019.

NDS represents around 1000 non-government service providers which offers unparalleled access to a range of people providing specialist services to people with disability around Australia.

NDS warmly welcomes your participation at each and every conference. Please read on to discover the benefits of each conference planned for 2019 and the attractive packages that can be tailored to your individual needs.

Should you wish to discuss the options available to maximise your profile and presence in the disability industry, please contact Alyssa Mason on **02 9256 3133** or email **confs@nds.org.au**

WHY SUPPORT AND EXHIBIT?

- Develop personal and direct relationships with new and existing clients
- Promote your products and services
- Add value and substance to your brand
- Build a quality database
- NDS is the peak body in the disability industry
- Raise your profile and presence in the disability sector
- Ability to respond to the emerging market including the NDIS
- Communicate your commitment and support to the disability services sector

2019 CONFERENCES

DISABILITY AT WORK 2019 - More than just a job

NDS' employment summit will take a targeted approach to the essential issues in employment. It will examine innovative ways to move forward in changing times, featuring critical thinkers on questions including 'What will the sector look like in 10 years?'



DISABILITY AT WORK SUMMIT

More than just a job

WHEN 20-21 June 2019

WHERE Hilton, Adelaide

DETAILS The 2019 summit will run on two separate days – one focusing on open employment and the other on supported employment. They will each delve into the most current and pressing issues for the sector in these areas, and look to generate discussion from you, our members. The conference is expected to attract around 250 delegates across the two days.

WHO It is aimed at employment service providers (open, supported and social enterprises) and professionals interested in the design and promotion of a broad range of employment opportunities for people with disability.

CEO MEETING 2019

This annual highly-regarded event provides leaders from across the Australian disability services sector with analysis of national policy directions and advice on key management issues. No other national conference does this. Involving your company with this conference will put you in direct contact with decision makers from organisations across the sector.

This conference focuses on major policy trends and developments relevant to the disability sector and the provision of management advice.



WHEN 20-21 November 2019

WHERE Hilton, Sydney

DETAILS This two day conference will comprise of plenary sessions and a conference dinner on the evening of the first day. The conference is expected to attract around 500 delegates.

WHO CEOs, senior managers and board members from NDS member organisations.



SECURE YOUR PACKAGE

To secure your package(s) at any of the NDS conferences (listed in this prospectus) across 2019, please complete and return the application form. Your application will be processed and you will be sent a confirmation letter and tax invoice via email.

Closer to each conference you will be contacted by the conference management team to confirm your details and provide you with further information regarding the particular conference.



**MAXIMISE YOUR PROFILE &
PRESENCE IN THE DISABILITY
SECTOR AND RECEIVE A**

**10%
DISCOUNT***

**Sign up for a display booth at 3 or more National or
State conferences today for a 10% discount**

*For full terms and conditions see page 13 & 14

MAJOR SPONSOR - CONFERENCES

As a sponsor, your organisation will enhance its profile and awareness in the disability sector through a unique opportunity, enabling you to demonstrate your support and commitment to the sector.

This is a fantastic chance for your organisation to receive considerable exposure and recognition through a number of media avenues, reaching those directly involved in the disability sector.

There are multiple sponsorship opportunities for each conference.



Available at nominated conference	Major Sponsor (inc GST)
<ul style="list-style-type: none"> - Disability at Work - CEO Meeting 	Price on application
INCLUSIONS (FOR EXAMPLE)	
PRE-CONFERENCE MARKETING	
Corporate logo on the NDS conference website and registration brochure (with link to your company's website)	✓
Corporate logo in conference brochure	✓
Acknowledgment of sponsorship with a corporate logo included in an emailed NDS Conference Newsletter	✓
OPPORTUNITIES* DURING CONFERENCE	
Acknowledgement as sponsor at the official opening and closing sessions of the conference and appropriate times throughout the conference	✓
Corporate logo in the delegate handbook	✓
Corporate logo on all holding slides	✓
Half page advertisement in delegate handbook	✓
One insert (flyer or promotional item) in delegate satchels	✓
Corporate banner/signage displayed in prominent position in plenary room (to be provided by sponsor)	✓
Chair drop at one session in plenary room	✓
List of delegate names (subject to privacy legislation)	✓
REGISTRATION AND EXHIBITION BENEFITS	
Complimentary full conference registration and social function tickets	4
Complimentary premium display booth for two days (including shell scheme, furniture and conference satchel)	1

* Available opportunities may change without notice.

NETWORKING FUNCTIONS

The networking functions are the social events in the conference program which are well attended by conference delegates.

As the sponsor of a networking function, your organisation will be affiliated with the social function of your choice.

This is a unique opportunity as it fully communicates your commitment and support to the disability services sector and enables you to deepen your relationship with existing clients and provides you with the platform to create new and valuable relationships.



	Dinner (inc GST)	Cocktail Function (inc GST)
Available at nominated conference	\$9500 CEO Meeting	\$3000 Disability at Work
INCLUSIONS		
PRE-CONFERENCE MARKETING		
Corporate logo on the NDS conference website and registration brochure (with link to your company's website)	✓	✓
Acknowledgment of sponsorship with a corporate logo included in an emailed NDS conference newsletter	✓	✓
OPPORTUNITIES DURING CONFERENCE		
5 minute welcome address at the nominated dinner/cocktail function	✓	✓
Acknowledgement as a sponsor throughout the conference	✓	✓
Corporate logo in the delegate handbook	✓	✓
Corporate logo on a sponsor title slide in the plenary room and at dinner	✓	–
Corporate logo printed on the dinner menu's	✓	–
Corporate logo in program acknowledging dinner/cocktail sponsorship	✓	✓
Half page advertisement in delegate handbook	✓	✓
Include one insert (flyer or promotional item) in delegate satchels	✓	✓
Provide one promotional gift at the dinner/cocktail function	✓	✓
Corporate banner displayed during the function (provided by sponsor)	✓	✓
List of delegate names (subject to privacy legislation)	✓	✓
REGISTRATION		
Complimentary full conference registration and social function tickets (to sponsored event)	2	2

CONFERENCE CATERING

Morning and afternoon tea is a key time for delegates to network and enjoy a break from the formal proceedings.

Lunch is served as a working lunch each day to provide delegates with the opportunity to network with speakers, fellow delegates and exhibitors.

All conference catering will be provided in the foyer and exhibition areas at each conference venue.



Available at nominated conference	Morning Tea (inc GST)	Lunch (inc GST)	Afternoon Tea (inc GST)
– Disability at Work – CEO Meeting	\$1500 for 1 \$2500 for 2	\$3000 for 1 \$5000 for 2	\$1500 for 1 \$2500 for 2
INCLUSIONS			
PRE-CONFERENCE MARKETING			
Corporate logo on the NDS conference website and registration brochure (with link to your company's website)	✓	✓	✓
OPPORTUNITIES DURING CONFERENCE			
Acknowledgement as a sponsor throughout the conference	✓	✓	✓
Acknowledgement of sponsorship prior to the break by chairperson	✓	✓	✓
Corporate logo in the delegate handbook	✓	✓	✓
Corporate logo on a sponsor title slide (shown immediately prior to sponsored break)	✓	✓	✓
Corporate logo in program acknowledging sponsorship break	✓	✓	✓
Advertisement in delegate handbook	1/4 Page	1/2 Page	1/4 Page
Include one insert (flyer or promotional item) in delegate satchels	✓	✓	✓
Corporate banner/signage displayed during the sponsored break (provided by sponsor)	✓	✓	✓
Sponsor name and logo displayed on buffet tables during nominated break (A5 signs provided by NDS)	✓	✓	✓
List of delegate names (subject to privacy legislation)	✓	✓	✓

COFFEE CART SPONSOR

Provide delegates with “real” coffee by sponsoring the cappuccino coffee cart and paper cups. This is an opportunity to place your branding directly into the hands of delegates.



Available at nominated conference	Coffee Cart (inc GST)
Disability at Work CEO Meeting	\$6900
INCLUSIONS	
PRE-CONFERENCE MARKETING	
Corporate logo on the NDS conference website and registration brochure (with link to your company’s website)	✓
OPPORTUNITIES DURING CONFERENCE	
Corporate logo in the delegate handbook	✓
Corporate logo on a sponsor title slide (throughout sessions)	✓
Advertisement in delegate handbook	1/4 page
Insert (flyer or promotional item) in delegate satchels	1
List of delegate names (subject to privacy legislation)	✓
EXCLUSIVITY	
Brand the cappuccino coffee cart with a banner & your logo on all the paper cups (venue coffee at breaks not included)	✓

ADDITIONAL OPPORTUNITIES

Banner Display – The foyer space is the most prominent position to have your organisation’s banner displayed for maximum brand exposure – noticed by hundreds of delegates over two days.

Note Pads and Pens – Your organisation’s specially branded pads and pens will be inserted into every delegate’s satchel for use during the conference and has life-long marketing benefits.

NDS can also tailor sponsorship packages to suit your requirements.



Available at nominated conference	Banner Display (inc GST)	Note Pads and Pens (inc GST)
Disability at Work CEO Meeting	\$1400*	\$1400*
INCLUSIONS		
PRE-CONFERENCE MARKETING		
Corporate logo on the NDS conference website and registration brochure (with link to your company’s website)	✓	✓
OPPORTUNITIES DURING CONFERENCE		
Corporate logo in the delegate handbook	✓	✓
Corporate logo on a sponsor title slide (throughout sessions)	✓	✓
Advertisement in delegate handbook	1/4 page	1/4 page
Insert (flyer or promotional item) in delegate satchels	1	note pads and pens
List of delegate names (subject to privacy legislation)	✓	✓
EXCLUSIVITY		
Display 2 x banners in a prominent area in conference foyer (to be provided by sponsor)	✓ max. 2 sponsors	–
Supply note pads and pens in the delegate satchels (to be provided by sponsor)	–	✓

* 20% discount for NDS members/associates and a 15% discount for Platinum/Gold industry supporters.

MARKETING

Satchel Inserts – Each delegate is provided with a conference satchel which is used throughout the conference and kept as a souvenir. Inserting corporate information or products into a satchel guarantees that it will be placed directly in the hands of each delegate attending the conference.

Chair Drops – Providing a chair drop allows your organisation to be placed in direct contact with all delegates at a specific time that you believe will maximise your impact with delegates. Placing a chair drop in nominated sessions also allows you to reach a specific target market – subject to availability.



Available at nominated conference	Satchel Inserts (inc GST)			Chair Drops (inc GST)		
	NDS/ Assoc	IND	Non Mem	NDS/ Assoc	IND	Non Mem
– Disability at Work – CEO Meeting	\$580	\$700	\$850	\$580	\$700	\$850

INCLUSIONS

PRE-CONFERENCE MARKETING

Company name listed on the NDS conference website and conference brochure (with link to your company's website)

✓

✓

OPPORTUNITIES DURING CONFERENCE

Company name listed in the delegate handbook

✓

✓

Company name listed on a sponsor title slide (shown throughout sessions)

✓

✓

List of delegate names (subject to privacy legislation)

✓

✓

One flyer or promotional item inserted into each delegate's satchel

✓

–

One flyer or promotional item placed on each delegate's chair at a session during the conference

–

✓

NDS/Assoc	NDS members & organisational associates
IND	Platinum/Gold industry supporter
Non Mem	Non NDS member

ADVERTISING

Purchasing advertisement space in the conference handbook will place your organisation's information directly in the hands of each delegate attending the conference.



Available at nominated conference	Advertisements (inc GST)		
	NDS/ Assoc	IND	Non Mem
<ul style="list-style-type: none"> - Disability at Work - CEO Meeting 	\$550 1/4 page	\$650 1/4 page	\$850 1/4 page
	\$660 1/2 page	\$780 1/2 page	\$1000 1/2 page
INCLUSIONS			
PRE-CONFERENCE MARKETING			
Company name listed on the NDS conference website and registration brochure (with link to your company's website)	✓		
OPPORTUNITIES DURING CONFERENCE			
Company name listed in the delegate handbook	✓		
Company name listed on a sponsor title slide (shown throughout sessions)	✓		
List of delegate names (given onsite) subject to compliance with privacy legislation	✓		
Advertisement placed in the delegate handbook	✓		

NDS/Assoc NDS members & organisational associates

IND Platinum/Gold industry supporter

Non Mem Non NDS member

DISPLAY BOOTHS

A display booth provides your organisation with two full days of exposure to all delegates at the conference, allowing you to build relationships with hundreds of potential new buyers as well as clients. The exhibition spaces at all conferences have been specifically designated to maximise delegate and exhibitor contact.

* Exhibitors can submit their booth position preference which is based on a first come, first served basis.



Available at nominated conference	Standard Display Booth (inc GST)			Premium Display Booth (inc GST)
	NDS/ Assoc	IND	Non Mem	Flat Fee
<ul style="list-style-type: none"> – Disability at Work – CEO Meeting 	\$1450	\$1750	\$2250	\$2700
INCLUSIONS				
3m x 1m booth with a clothed trestle, 2 chairs, signage, power and lighting		Standard Position*		Premium Position*
Conference satchel with all materials		✓		✓
Catering and session attendance for 2x booth staff		✓		✓
PRE-CONFERENCE MARKETING				
Company name listed on the NDS conference website (with link to your company's website)		✓		✓
Corporate logo included in the registration brochure		✓		✓
OPPORTUNITIES DURING CONFERENCE				
Two days of prime exposure to delegates		✓		✓
Networking during registration, morning tea, lunch and afternoon tea on both days		✓		✓
Corporate logo and company contact details included in the delegate handbook		✓		✓
Corporate logo included on a sponsor title slide (shown throughout sessions)		✓		✓
50 word blurb in delegate handbook		✓		✓
List of delegate names (given onsite) subject to compliance with privacy legislation		✓		✓

NDS/Assoc NDS members & organisational associates
IND Platinum/Gold industry supporter
Non Mem Non NDS member

TERMS AND CONDITIONS

NDS – refers to National Disability Services Ltd

Exhibitor – those who agree to exhibit at the event

Sponsor – those who agree to support the event

The Venue – the Venue in which the event is to be held

The Event – any National Disability Services event referred to in this prospectus

Owner – refers to National Disability Services

Acceptance of Support

All exhibitor/sponsor orders will be subject to the availability of items at the time that the order is received by NDS. NDS reserves the right to refuse offers of support that it believes are not in the best interests of the organisation and its members.

Admission

NDS reserves the right to refuse entry to any non-registered exhibitor/sponsor and agent of an exhibitor/sponsor without any given reason. The exhibitor/sponsor must obtain from NDS the necessary passes to admit its staff and representatives during the bump in, event times, and pack-down periods. Additional staff attending the conference in an exhibitor's capacity must be registered with NDS and will be charged at full registration price.

Attendance

The exhibitor acknowledges that NDS will not be held responsible for the failure of all or any other contracted exhibitors to attend the event or the failure of any number of attendees to attend the event for any reason beyond the control of NDS. Any booth or any acceptance thereof by NDS shall not be conditional on the presence or location of any other exhibitor at the event or any other event.

No unauthorised use of marks

Exhibitor/Sponsor must not use or permit the use of Owner Marks (or any other trade or service marks, logos, designs, devices or intellectual property rights of Owner) and Owner must not use or permit the use of Sponsor Marks (or any other trade or service marks, logos, designs, devices or intellectual property rights of Sponsor) unless authorised by this Agreement or with the written consent of the other party.

Media Approval

Media releases relating to this specific sponsorship arrangement must not be issued by one party

without the consent of the other.

Cancellation of Order

All cancellations must be made in writing to NDS and will be charged an administration fee of \$80.00. In the event that orders are cancelled 30 days or less prior to the commencement of the event, orders will be subject to a cancellation charge equal to 100% of the total cost of the order, minus any discount. NDS reserves the right to cancel any booking of the exhibitor/sponsor for any reason whatsoever. In such an event, any deposit or their monies paid by the exhibitor/sponsor will be returned in full.

Conditions of Exhibition and Sponsorship

In placing an order with NDS, the exhibitor accepts with no reservations that these Terms and Conditions take the place of any other document, prior written or oral agreement, as well as the exhibitor's terms and conditions of purchase or hire. NDS's Terms and Conditions can only be amended in writing by post, fax or email. NDS's Terms and Conditions of business will be binding on the parties unless otherwise amended and agreed in writing.

Conduct of Agents

Exhibitors and sponsors will be responsible for the conduct and behaviour of their agents and contractors who must carry out all responsible requirements of NDS or its representatives.

Contract Variations

Where an exhibitor/sponsor wishes to amend an order of an exhibition stand after work has started on site, the exhibitor will be charged in accordance with the terms and conditions set out by the exhibition supply company. NDS reserves the right in unforeseen circumstances to amend, alter or reallocate the space or the location of an exhibitor's stand and the exhibitor can take no objection or make any claims for compensation or damages in relation to any allocation, or the size or the space re-allocated by NDS. The exhibitor shall not assign or subject any part of the stand space without the consent of NDS. NDS reserves the right to alter the layout, plans and positions of displays if, in our opinion, this is desirable from the point of view of the conference as a whole.

Corporate Banners

The type and size of corporate banners to be displayed is subject to the space and physical constraints at each venue. The placement of corporate banners must comply with the OH&S and fire safety policies of the venue. Banners, promotional material and other representations, unless invited, must remain contained in allocated display space or designated area.

Damage

The exhibitor will be liable for any damages to the venue's equipment or the building in which the exhibition is being held or any of NDS's material or equipment. Provided that it has taken reasonable care, NDS shall not be under any responsibility or liable whatsoever to damages to exhibitors or their agents or contractors by loss, damage, fire, water, storms, strikes or any other cause. All property shall be at the risk of the exhibitors and the exhibitors shall insure the same accordingly.

Display Booth Selection

Where possible, exhibitors may select their booth position preference which is based on availability and NDS approval. Exhibitors may be moved without prior warning. NDS is not able to guarantee that competitor companies will not be placed next to each other.

Disclaimer

Acceptance of support does not imply endorsement of a product or service and NDS reserves the right to refuse offers of support if they feel that it is not in the best interests of the organisation and its members. NDS accepts no responsibility for the accuracy and content of any information provided by supporters. Details are correct at the time of publishing and in the event of unforeseen circumstances, NDS reserves the right to alter or delete items from the Supporter and Exhibitor Prospectus.

Discount for 3 or more conferences

A 10% discount applies if you sign up for a display booth at 3 or more State or National conferences in the 2019/2020 financial year. The discount is only applicable when all 3 conferences are confirmed and invoiced together in advance. This offer does not apply to other levels of support or advertising.

Event Cancellation

Should NDS cancel the event for any reason, the exhibitor/sponsor is to be financially responsible for any loss incurred from their own travel costs.

Exclusivity

By committing to be an exhibitor/sponsor at an NDS event, NDS does not provide exclusivity from allowing competitor companies to participate in the conference unless it is agreed to by both parties in writing prior to each conference.

Indemnity

As a condition of allotment of space, the exhibitor/sponsor shall indemnify NDS against all costs, charges, losses, expenses, actions, proceedings, or claims arising out of any infringement of the right of any third party, or damage or injury to any property or person whatsoever occasioned directly or indirectly by the act, default or negligence of the exhibitors and/or sponsor, their representatives, agents, or any other persons under their directions.

Payment

An invoice will be sent on receipt of the completed application form. Exhibitors/sponsors must make full payment to NDS at least 30 days prior to commencement of the event or as per the date on the invoice (whichever comes first). If full payment has not been made, NDS reserves the right to refuse to allot or make space available at the event. For exhibitors who commit to three national conferences, the 10% discount will only be applied if payment is made in advance for all three conferences.

Publication Deadlines

Provision of company details, logos and artwork for advertising, conference literature and the NDS website are to be provided prior to the advised deadlines. If not, NDS will not guarantee that it can be published.

SPONSORSHIP APPLICATION FORM

Please return to confs@nds.org.au



Please indicate below which sponsorship opportunity you would like to purchase for each conference.
(All prices are GST inclusive. Subject to availability)

CONFERENCE		
Disability at Work 2019		
CEO Meeting 2019		
Sponsorships		
Disability at Work 2019 (Price on application)		
CEO Meeting 2019 (Price on application)		
Networking Function		
Dinner	\$9500	
Cocktail Function	\$3000	
Conference Catering		
1 Day	Day 1	Day 2
Morning tea	\$1500	
Lunch	\$3000	
Afternoon tea	\$1500	
2 Days		
Morning tea	\$2500	
Lunch	\$5000	
Afternoon tea	\$2500	
Additional Opportunities		
Coffee Cart	\$6900	
Banner Display	\$1400	
Note Pads and Pens	\$1400	

PERSONAL DETAILS

Company/Organisation

Nature of Business

Primary products/services to be promoted at conference

Contact Name

Position

Address

State

Post Code

Email

Website

Mobile

Phone

Fax

PAYMENT DETAILS

TOTAL \$

Date

I have read and agree to the terms & conditions outlined on pages 13 & 14 of this supporter kit. (This box needs to be ticked for your application to be processed)

Name

Signed

Visa

Mastercard

Cheque/Direct Debit
(please send invoice)

Credit card number

Expiry date

CCV

Name on card

Signature

BOOTH / ADVERTISING APPLICATION FORM

Please return to confs@nds.org.au

Please indicate below which sponsorship opportunity you would like to purchase for each conference.
(All prices are GST inclusive. Subject to availability)

CONFERENCE			
Disability at Work 2019			
CEO Meeting 2019			
Display Booths			
NDS/Assoc		\$1450	
IND		\$1750	
Non Mem		\$2250	
Premium Booth		\$2700	
Additional booth attendee		\$250 (for 2 days)	
Advertising			
Satchel Inserts		Chair Drops	
NDS/Assoc	\$580	NDS/Assoc	\$580
IND	\$700	IND	\$700
Non Mem	\$850	Non Mem	\$850
Advertisements			
NDS/Assoc	1/4 page	\$550	
NDS/Assoc	1/2 page	\$660	
IND	1/4 page	\$650	
IND	1/2 page	\$780	
Non Mem	1/4 page	\$850	
Non Mem	1/2 page	\$1000	

BOOTH DETAILS
Name/s of booth attendee/s
1.
2.
Display booth signage (max 25 characters)

PERSONAL DETAILS			
Company/Organisation			
Nature of Business			
Primary products/services to be promoted at conference			
Contact Name			
Position			
Address			
State		Post Code	
Email			
Website			
Mobile	Phone	Fax	

PAYMENT DETAILS		
TOTAL \$	Date	
I have read and agree to the terms & conditions outlined on pages 13 & 14 of this supporter kit. (This box needs to be ticked for your application to be processed)		
Name		
Signed		
Visa	Mastercard	Cheque/Direct Debit (please send invoice)
Credit card number		
Expiry date	CCV	
Name on card		
Signature		

National Disability Services

02 9256 3133

confs@nds.org.au

nds.org.au

