



NEW ZEALAND SOCIETY OF OTOLARYNGOLOGY, HEAD & NECK SURGERY

73RD ANNUAL GENERAL & SCIENTIFIC MEETING

THE CORDIS HOTEL, AUCKLAND, NEW ZEALAND
13th – 16th OCTOBER 2020

www.orl2020.nz

look back look forward



CONFERENCE ORGANISER —

/ Donna Clapham



WORKZ4U

CONFERENCE AND EVENTS MANAGEMENT

PO Box 90641, Victoria Street West, Auckland 1142, New Zealand

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NEW ZEALAND SOCIETY OF OTOLARYNGOLOGY,
HEAD & NECK SURGERY

Look Back, Look Forward



Organising Committee

Zahoor Ahmad

Counties Manukau Health
President, NZSOHNS

David Flint

Counties Manukau Health

Melanie Collins

Waitemata DHB

Nikki Mills

Auckland DHB

Randall Morton

Counties Manukau Health

Salil Nair

Auckland DHB & Counties
DHB

Subhaschandra Shetty

Counties Manukau Health
& Northland DHBs

Sumit Samant

Auckland DHB

On behalf of the Organising Committee I wish to extend to you a warm welcome to the 73rd Annual General and Scientific Meeting of the New Zealand Society of Otolaryngology, Head and Neck Surgery, to be held at "Cordis Hotel", Auckland, NZ from 13-16 October 2020. The theme of the meeting is "Look Back, look forward"

My Scientific committee has put on an exciting scientific program for the meeting covering all the streams of Otolaryngology-Head and Neck Surgery. We have invited international experts from all over the world for the meeting and I am keenly waiting to meet them all here in Auckland.

The social committee has arranged some wonderful

activities for delegates and their partners and I am sure they will enjoy the program.

The medical industry has always been a partner in our scientific meetings and I am looking forward to welcome our sponsors and other partners for this meeting.

I am keenly anticipating to seeing you all in Auckland for this wonderful 73rd Annual Scientific meeting.

Regards,

Mr Zahoor Ahmad, Hon. Associate Professor
President, NZSOHNS and Convenor,
NZSOHNS Annual Scientific Meeting 2020





Estimated
number of
delegates: 250

Delegate disciplines:

ORL Surgeons, Nurses,
Trainees, Registrars

Allied specialties:

Audiologists, Speech and
Language Therapists,
Specialist Nurses and
General Practitioners
with ENT interest

BENEFITS OF SPONSORSHIP —

As part of a comprehensive and effective marketing plan, sponsorship can provide positive results — especially important in today's economic climate. Consider the benefits your organisation can enjoy in supporting this conference:

- **Exposure** to a local, national and international audience involved with Otolaryngology Head & Neck Surgery.
- **Opportunities** to raise your company's profile amongst a qualified target audience.
- **Recognition** including acknowledgment and clear demonstration of your organisation's involvement, commitment and support.
- **Valuable insights, information and exposure** to the latest medical developments in this speciality.
- **Inclusion** in the integrated, professional marketing campaign.
- **Advantages of legitimate tax deductions** in the areas of advertising and the promotion of products.
- **Ability to utilise your own marketing team** to work with the Meeting Secretariat to ensure your satisfaction on all of the above.

CODE OF CONDUCT —

The organising committee has resolved to formalise a standard of behaviour for conference delegates and industry/sales representatives. The Committee put a great deal of effort into planning and presenting this conference, for the benefit of all attendees.

Our aims are:

- To ensure that all delegates gain the maximum benefit from attending
- Sponsors who are vital to the success of each conference achieve their goals and continue to support the conference
- Attendees recognise the benefits of the conference and support the presence of the industry as part of the industry exhibition
- Networking opportunities are undertaken on a formal, professional level and informally at social functions

As a participant you have a responsibility to yourself, your employer and your colleagues to conduct yourself in a professional manner at all times. The continued success of each conference and your colleagues relies on your participation, support and commitment to this effort. We will work together with your organisation to produce the best results.

For further information about sponsoring / exhibiting please contact Conference Managers



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CONFERENCE AND EVENT MANAGEMENT

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PLATINUM SPONSOR \$18,350.00^{+GST}

- Company will be acknowledged as a **PLATINUM SPONSOR**
- Acknowledgement by the Convenor during the Opening and Closing sessions
- Two complimentary exhibition spaces, including
 - power, power points and stand lighting
 - two trestle tables and four chairs
- Priority choice of exhibition site
- Four complimentary exhibitor registrations with access to sessions and daily catering for the duration of the conference
- Four complimentary Welcome Reception tickets
- Four complimentary Conference Dinner tickets
- Company logo on Conference Website with a link to company website
- Company logo & listing on conference mobile app
- Company logo on the Conference Programme
- Company logo on the front cover and listing inside the Conference Handbook with the tag line “Platinum Sponsor”
- Full page of advertising inside the Conference Handbook (artwork supplied by sponsor)
- Company logo and listing inside the Conference Handbook
- Company logo displayed on the Welcome Slide during the opening and closing sessions
- Company logo displayed on Conference Slides prior to each session and before each catering break
- Four Conference Handbooks distributed onsite
- Four Pocket Programmes distributed onsite
- Delegate list ten working days prior to conference



Sponsorship & exhibition opportunities Code of conduct

GOLD SPONSOR \$14,575.00*^{GST}

- Company will be acknowledged as a **GOLD SPONSOR**
- Acknowledgement by the Convenor during the Opening and Closing sessions
- One complimentary exhibition space, including
 - power, power points and stand lighting
 - one trestle table and two chairs
- Priority choice of exhibition site after Platinum Sponsor allocation
- Three complimentary exhibitor registrations with access to sessions and daily catering for the duration of the conference
- Three complimentary Welcome Reception tickets
- Three complimentary Conference Dinner tickets
- Company logo on Conference Website with a link to company website
- Company logo & listing on conference mobile app
- Company logo on the Conference Programme
- Company logo on the front cover and listing inside the Conference Handbook with the tag line "Gold Sponsor"
- Half page of advertising inside the Conference Handbook (artwork supplied by sponsor)
- Company logo and listing inside the Conference Handbook
- Company logo displayed on the Welcome Slide during the opening and closing sessions
- Company logo displayed on Conference Slides prior to each session and before each catering break
- Three Conference Handbooks distributed onsite
- Three Pocket Programmes distributed onsite
- Delegate list ten working days prior to conference



SILVER SPONSOR \$10,975.00*^{GST}

- Company will be acknowledged as a **SILVER SPONSOR**
- Acknowledgement by the Convenor during the Opening and Closing sessions
- One complimentary exhibition space, including
 - power, power points and stand lighting
 - one trestle table and two chairs
- Two complimentary exhibitor registrations with access to sessions and daily catering for the duration of the conference
- Two complimentary Welcome Reception tickets
- Two complimentary Conference Dinner tickets
- Company logo on Conference Website with a link to company website
- Company logo & listing on conference mobile app
- Company logo on the Conference Programme
- Company logo and listing inside the Conference Handbook
- Quarter page of advertising inside the Conference Handbook (artwork supplied by sponsor)
- Company logo displayed on the Welcome Slide during the opening and closing sessions
- Two Conference Handbooks distributed onsite
- Two Pocket Programmes distributed onsite
- Delegate list ten working days prior to conference

BRONZE SPONSOR \$6,575.00*^{GST}

- Company will be acknowledged as a **BRONZE SPONSOR**
- One complimentary registration with access to sessions and daily catering for the duration of the conference
- One complimentary Welcome Reception ticket
- One complimentary Conference Dinner ticket
- Company logo on Conference Website with a link to company website
- Company logo & listing on conference mobile app
- Company logo on the Conference Programme
- Company logo and listing inside the Conference Handbook
- One Conference Handbook distributed onsite
- One Pocket Programme distributed onsite
- Delegate list ten working days prior to conference

Categories & Entitlements

SUPPORTING SPONSOR **\$3,495.00**^{+GST}

- Company will be acknowledged as a **SUPPORTING SPONSOR**
- Company logo on Conference Website with a link to company website
- Company logo and listing inside the Conference Handbook



MOBILE APP **\$1,400.00**^{+GST}

- There is an opportunity to have your logo and a listing on the conference mobile app, with a link to your website.



CANCELLATION POLICY

- Cancellations must be made in writing three months prior to the commencement of the Conference. In exceptional circumstances, the Organisers will be prepared to consider cancellation of this contract, but only if the following conditions are complied with:
- That the request for cancellation is submitted in writing;
- That the request is received at least three months prior to the Conference;
- That the reason given for the cancellation is, in the opinion of the Organisers, well founded;
- If the cancellation is accepted more than six months before the conference commences, the Organisers shall retain 10% of the contract price. If the cancellation is accepted between three to six months before the conference the Organisers shall retain 50%. If the cancellation is accepted within three months of the Conference then 100% of the contract price will be forfeited.

EXHIBITION SPACE

A medical exhibition will be held in conjunction with the conference. The Exhibition will open with the Welcome Reception from Tuesday 13 October 1700 – 1900 hours.

All catering for morning & afternoon teas and lunch will be served in the Exhibition Hall.

Sites are booked on a first in, first served basis following the confirmation of the sponsor's sites.

Stand Size = 3 x 2m



SPACE ONLY STAND **\$3,650.00**^{+GST}

- One 3mx2m space in the Exhibition Hall
- Power to your space with one multi-plug available
- Company logo and 100 word synopsis in the Conference Handbook (subject to time of booking)
- Company logo and 100 word company synopsis to appear on the Conference Website
- Recognition with logo and contact details on the Conference Mobile App
- Company name to be listed in Conference pocket programme
- Two Exhibitor Registrations, including access to sessions and catering as scheduled in the programme
- Two tickets to the Welcome Reception
- Two Conference Handbooks distributed onsite
- Two Pocket programmes distributed onsite
- Delegate list ten working days prior to conference (subject to NZ Privacy Laws)

PREFABRICATED EXHIBITION BOOTH **\$4,125.00**^{+GST}

- One 3mx2m Pre-Fabricated Exhibition Stand in the Exhibition Hall
- Lighting and Power to your space with two spotlights and one multi-plug available
- Company name on fascia board
- One standard clothed trestle table and two banquet chairs. (Additional equipment is available for hire)
- Company logo and 100 word synopsis in the Conference Handbook (subject to time of booking)
- Company logo and 100 word company synopsis to appear on the Conference Website
- Recognition with logo and contact details on the Conference Mobile App
- Company name to be listed in Conference pocket programme
- Two Exhibitor Registrations, including access to sessions and catering as scheduled in the programme
- Two tickets to the Welcome Reception
- Two Conference Handbooks distributed onsite
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- Delegate list ten working days prior to conference (subject to NZ Privacy Laws)

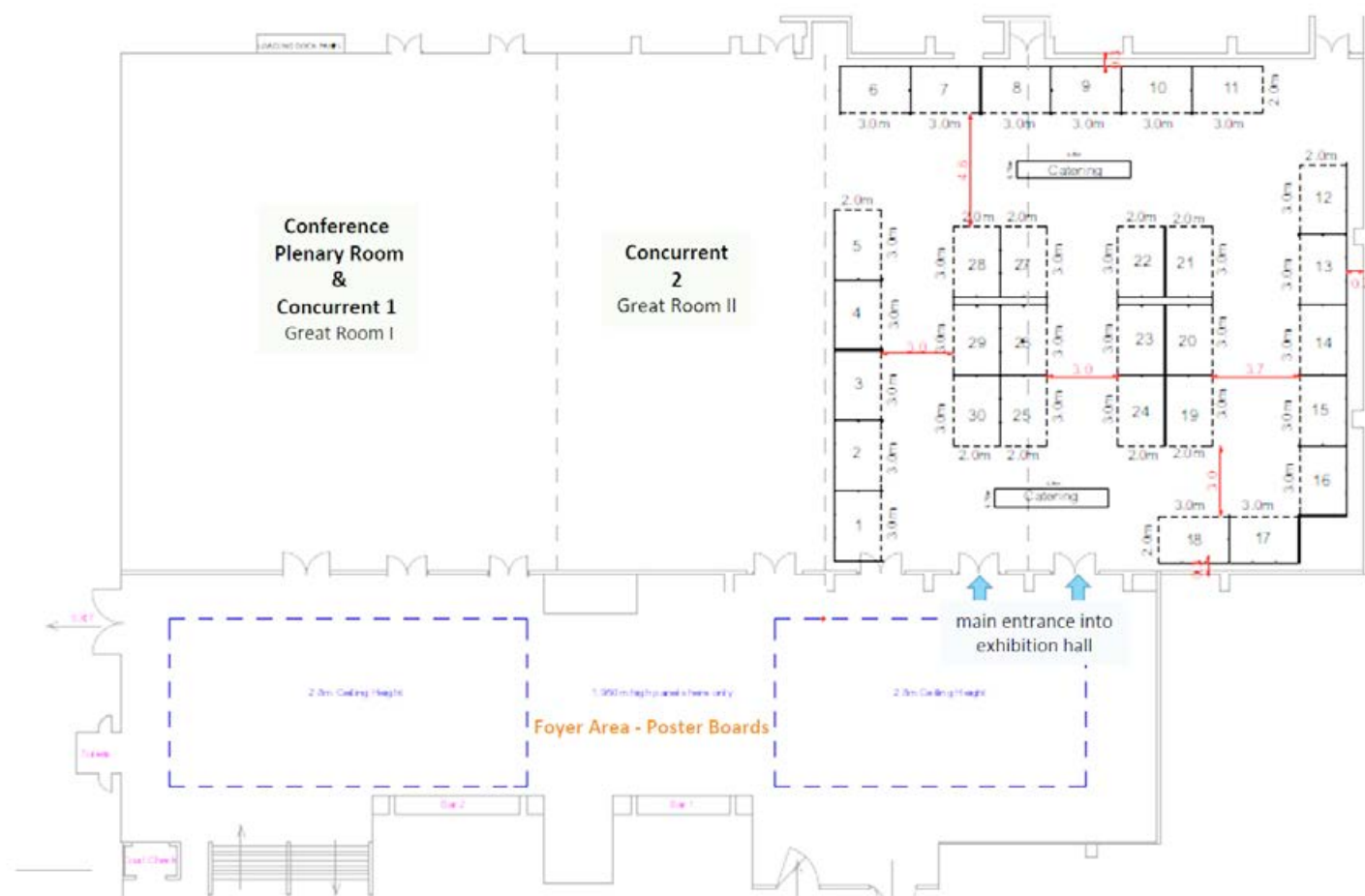
EXHIBITOR REGISTRATIONS **NZ\$495.00**^{+GST}

- All staff members working on exhibition stands are required to be individually registered regardless of the length of time spent at the meeting. Exhibitor registrations includes daily catering as scheduled in the conference programme and one Welcome Function ticket. Conference Dinner tickets may be purchased separately during the online registration process.
- The **CONFERENCE DINNER** will be an additional charge of **\$145.00 +GST per person**.

A link will be distributed closer to the event to enable you to register personnel and social function attendance. Note: No personnel are included in the stand cost unless part of a sponsorship package.



Exhibition FLOORPLAN



Sponsorship & Exhibition Application

By signing this application form you will be contracted to the indicated level of involvement. You confirm that you have read and agree to the Cancellation Policy. Applications are confirmed on a first-in first-served basis. An invoice will be raised for following confirmation of receipt of this application by the Conference Managers. Please note that prices quoted are in New Zealand Dollars.

<input type="checkbox"/>	Platinum Partner	\$18,350.00 ^{+GST}
<input type="checkbox"/>	Gold Partner	\$14,575.00 ^{+GST}
<input type="checkbox"/>	Silver Partner	\$10,975.00 ^{+GST}
<input type="checkbox"/>	Bronze Partner	\$6,575.00 ^{+GST}
<input type="checkbox"/>	Supporting Partner	\$3,495.00 ^{+GST}
<input type="checkbox"/>	Mobile App Listing	\$1,400.00 ^{+GST}
<input type="checkbox"/>	Exhibition Space Only Stand	\$3,650.00 ^{+GST}
<input type="checkbox"/>	Exhibition Prefabricated Stand	\$4,125.00 ^{+GST}

PAYMENT (in NZ dollars):

- ☐ **Cheque/bank draft,**
payable to "Conference Trust Account — ORL2020"
- ☐ **Direct credit into the Conference Trust Account**
Bank:
ANZ Bank, Pukekohe Branch, King Street,
Pukekohe, New Zealand
Name of Account:
Workz4U Conference Trust Account — ORL2020
Account #: 06-0293-0099402-04
Swift Code: ANZBNZ22
Reference: ORL2020
- ☐ **Credit card** (Debits to your credit card will appear as 'Workz4U Ltd')

COMPANY NAME:	
CONTACT NAME:	
POSTAL ADDRESS:	
EMAIL ADDRESS:	
TELEPHONE :	MOBILE:
SIGNATURE:	
NO. OF SITES:	PREFERRED SITES:
	OPTION 1:
	OPTION 2:
	OPTION 3:
COMPETITOR AVOIDANCE:	

CARD NUMBER:		
EXPIRY DATE:		
VISA <input type="checkbox"/>	MASTERCARD <input type="checkbox"/>	AMEX <input type="checkbox"/>
NAME OF CARD HOLDER:		
CARD BILLING ADDRESS:		
AMOUNT IN NZ\$:		
SIGNATURE		