

Sponsorship Prospectus

ESTRO Radiobiology Workshop

10 – 13 May 2018

Radisson on Flagstaff Gardens, Melbourne

Hosted by:



Invitation

The Royal Australian and New Zealand College of Radiologists (RANZCR) is pleased to present you with the Sponsorship Prospectus for the European Society for Radiotherapy & Oncology School (ESTRO School) Radiobiology Workshop, jointly hosted by the ESTRO School and the RANZCR.

The ESTRO Radiobiology Workshop is designed to be an introduction to radiation biology as applied to radiotherapy, focusing on technology, biology and molecular oncology. This is the third time that this biennial workshop will be held in Australia so is a valuable opportunity for radiation oncology professionals to learn from an international faculty of expert radiobiologists and clinicians in Australia.

For industry, this course offers the opportunity to meet and establish connections with radiation oncology professionals including radiation oncologists, radiation oncology trainees, radiation therapists and medical physicists. The course is expected to be especially attractive to radiation oncology and medical physics trainees, who will be tomorrow's researchers, clinicians and leaders.

We are pleased to invite you to consider the following opportunities to support this outstanding and unique educational event in the radiation oncology calendar for 2018. If you have any questions regarding the workshop's content please contact Jonathan Tomaszewski via email at Jonathan.Tomaszewski@bhs.org.au. Alternatively, if you have any workshop logistical queries please contact the event manager, Kate Dukes, at events@ranzcr.edu.au or on 02 9268 9777.

We look forward to hosting a successful event with your support.

Dr Jonathan Tomaszewski
Co-convenor

Radiation Oncologist
Ballarat Regional Integrated Cancer Centre

A/Prof Margot Lehman
Co-convenor

Chief Censor, Radiation Oncology, RANZCR
A/Director, Department of Radiation Oncology,
Princess Alexandra Hospital

What is the ESTRO Radiobiology Workshop?

The ESTRO Radiobiology course is a regular feature of the ESTRO School of Oncology, with an annual course being conducted in Europe. Designed to be an introduction to radiation biology as applied to radiotherapy, the workshop focuses on technology, biology and molecular oncology. It represents a valuable opportunity for radiation oncology professionals to learn from an international faculty of expert radiobiologists and clinicians in Australia.

This is the third time that this four day course will be held in Australia under the 'ESTRO' brand.

Why sponsor the ESTRO Radiobiology Workshop?

Sponsoring the ESTRO Radiobiology Workshop is your opportunity to align with two established brands which each hold prestigious positions in the sector. Sponsorship will enable you to show case your product for four days to radiation oncology trainees, radiation oncologists, radiation therapists and medical physicists.

Benefits of sponsoring the ESTRO Radiobiology Workshop include:

- An excellent opportunity to promote your name, to support your brands and to maintain a high profile within the industry before, during and after the event.
- An opportunity to build on corporate relationships and expose your staff face to face to their key target audience.
- An opportunity for your representatives to mix informally with professionals from around Australia, New Zealand, and South East Asia.
- Exposure to a keenly interested, relevant and influential audience in a focussed educational environment.
- Sponsorship will enable you to showcase your product for 4 days to predominately radiation oncologists and radiation oncology trainees.
- The cost of sponsorship is a legitimate tax deductible expense.

The event is expected to attract up to 80 delegates including radiation oncology trainees, radiation oncologists, radiation therapists and medical physicists.

An extensive promotional campaign including advertisements, direct mail campaigns, email broadcasts and web exposure will be implemented in the lead up to the ESTRO Radiobiology Workshop. Early confirmation of your sponsorship will ensure a higher level of exposure.

Entitlements	Platinum Sponsor	Gold Sponsor	Speaker Sponsor	Textbook Sponsor	Trade Sponsor
Verbal acknowledgement during the opening, closing addresses	✓	✓	✓	✓	✓
Opportunity to provide a 5 minute address to the audience	✓				
Exclusive naming rights to the Welcome Reception	✓				
Opportunity to display one free standing banner at the Welcome Reception	✓				
Session Sponsor	✓	✓			
Chair Drop	✓	✓			
Corporate logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session	✓	✓	✓	✓	✓
Logo acknowledgement in all workshop promotional material including workshop program booklet	✓	✓	✓		✓
Acknowledgement as the workshop Textbook Sponsor in the front page of the textbook including 75 word organisational profile				✓	
Acknowledgement as sponsor on the workshop website with hyperlink to company website	✓	✓	✓	✓	✓
Opportunity to send an e-blast to the delegates one week prior to the course	✓				
Access to the delegate list one week prior to the course	Excel format	PDF format			
Name tag sponsor and supply of lanyards	✓				
Number of trade display tables in the exhibition area	2 (double)	1	1	1	1
Number of full registrations to the workshop inclusive of social functions	2	2	1	1	1
Organisational profile included in the workshop program booklet (to be provided by sponsor)	150 words	100words	75 words		50 words
Advertisement in the workshop program booklet (to be provided by sponsor)	Full A4 page Full colour	½ A4 page Black and white	¼ A4 page Black and white	¼ A4 page Black and white	

CONDITIONS OF SPONSORSHIP

All sponsorship packages have been designed to comply with the Medicines Australia Code of Conduct. Sponsorship funds used in social functions are allocated to food and beverage only. Any entertainment at a function is provided by the delegate registration fee.

Please note the below sponsorship packages include 10% GST.

PLATINUM SPONSOR – AUD \$20,000

Company acknowledgement

- Verbal acknowledgement as a Platinum Sponsor during the opening and closing addresses
- Opportunity to provide a 5 minute address to the audience
- Exclusive naming rights to the Welcome Reception
- Opportunity to display one free standing banner at the Welcome Reception
- Opportunity to sponsor one session during the workshop (subject to speaker approval)
- Promotional flyer chair dropped prior to one of the sessions (flyer to be provided by sponsor, subject to approval)
- Corporate logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- Logo acknowledgement as a Platinum Sponsor in all workshop promotional material including workshop program booklet
- Acknowledgement as Platinum Sponsor on the workshop website with hyperlink to company website
- Opportunity to send an e-blast to the delegates one week prior to the workshop (subject to content approval)
- Access to the delegate list one week prior to the course in excel format (opt-in delegates only)
- Name tags and supply of lanyards (organisation logo printed on the delegate name badges alongside the ESTRO and RANZCR logo)
- One double trade display table in premium location in exhibition area
- 2 x full registrations to the workshop inclusive of all social functions
- 150 word organisational profile and logo included in the workshop program booklet (to be provided by the sponsor, subject to approval)
- 1 A4 full page colour advertisement in the workshop program booklet (to be provided print ready by the sponsor, subject to approval)

GOLD SPONSOR – AUD\$11,000

Company acknowledgement

- Verbal acknowledgement as a Gold Sponsor during the opening and closing addresses
 - Opportunity to sponsor one session during the workshop (subject to speaker approval)
 - Promotional flyer chair dropped prior to one of the sessions (flyer to be provided by sponsor, subject to approval)
 - Corporate logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
 - Logo acknowledgement as a Gold Sponsor in all workshop promotional material including workshop program booklet
 - Acknowledgement as Gold Sponsor on the workshop website with hyperlink to company website
 - Access to the delegate list one week prior to the course in PDF format (opt-in delegates only)
 - One single trade display table in premium location in exhibition area
 - 2 x full registrations to the workshop inclusive of all social functions
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- 100 word organisational profile and logo included in the workshop program booklet (to be provided by the sponsor, subject to approval)
- ½ A4 page B&W advertisement in the workshop program booklet (to be provided print ready by the sponsor, subject to approval)

SPEAKER SPONSOR - AUD\$7,000

Company Acknowledgement

- Verbal acknowledgement at the opening and closing sessions as a Speaker Sponsor
- Corporate logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- Logo acknowledgement as a Speaker Sponsor in all workshop promotional material including workshop program booklet
- Acknowledgement as a Speaker Sponsor on the workshop website with hyperlink to company website
- One single trade display table in exhibition area
- 1 x full registration to the workshop inclusive of all social functions
- 75 word organisational profile and logo included in the workshop program booklet (to be provided by the sponsor, subject to approval)
- ¼ page A4 B&W advertisement in the workshop program booklet (to be provided print ready by the sponsor, subject to approval)

TEXTBOOK SPONSOR - AUD\$7,000

Company Acknowledgement

- Verbal acknowledgement at the opening and closing sessions as the Textbook Sponsor
- Corporate logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
- Acknowledgement as the workshop Textbook Sponsor in the front page of the textbook including a 75 word organisational profile
- Acknowledgement as the workshop Textbook Sponsor on the conference website with hyperlink to company website
- One single trade display table in exhibition area
- 1 x full registration to the workshop inclusive of all social functions
- ¼ page A4 B&W advertisement in the workshop program booklet (to be provided print ready by the sponsor, subject to approval)

TRADE SPONSOR - AUD\$5,000

Company Acknowledgement

- Verbal acknowledgement at the opening and closing sessions as a Trade Sponsor
 - Corporate logo (full colour) on PowerPoint holding slide displayed at the beginning and end of each plenary session
 - Logo acknowledgement as a Trade Sponsor in all workshop promotional material including workshop program booklet
 - Acknowledgement as the workshop Trade Sponsor on the conference website with hyperlink to company website
 - One single trade display table in exhibition area
 - 1 x full registration to the workshop inclusive of all social functions
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- 50 word organisational profile and logo included in the workshop program booklet (to be provided by the sponsor, subject to approval)

TAILORED PACKAGES

Please contact us if you would like to talk about a tailored sponsorship package for your company.

CONDITIONS OF PAYMENT

After the official booking has been accepted by the ESTRO Radiobiology Workshop organisers, the Sponsor will not withdraw, cancel, alter or reduce in any way their Agreement. However, the organiser may grant partial refunds to the Sponsor who gives the conference organiser written notice of their intention to withdraw from the conference in its discretion as follows:

Months' written notice before start of conference refund:

- i) Cancellation prior to 9 February 2018 - 70% refund
- ii) Cancellation between 10 February – 9 March 2018 - 20% refund
- iii) Cancellation after 10 March - 0% refund

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 packages will be passed on to the Sponsor.

MORE INFORMATION

For all queries regarding sponsorship opportunities please contact:

Kate Dukes
Event Manager
ESTRO Radiobiology Workshop
C/- RANZCR
Level 9, 51 Druitt Street
Sydney NSW 2000

Email: events@ranzcr.edu.au

Sponsors will receive priority in the allocation and location of exhibition booths in order of their level of participation, subject to availability and in order of receipt of the confirmation form and payment. All payments must be finalised in full prior to the commencement of the meeting. Please note that the exhibition floor plan will be available by mid March 2018.

SPONSORSHIP APPLICATION/ CONTRACT FORM

Please print clearly and keep a copy of this form for your records.

Forward this form and payment by email to:
T:+61 2 9268 9777 E: events@ranzcr.edu.au

To confirm your company's participation at the ESTRO Radiobiology Workshop, please complete the details below:

Company name:			
Contact person:		Position:	
Address:			
Phone:		Email:	

All below prices are in Australian dollars and inclusive of GST.

- | | | | |
|---|----------|---|----------|
| <input type="checkbox"/> Platinum Sponsor | \$20,000 | <input type="checkbox"/> Gold Sponsor | \$11,000 |
| <input type="checkbox"/> Speaker Sponsor | \$7,000 | <input type="checkbox"/> Textbook Sponsor | \$7,000 |
| <input type="checkbox"/> Trade Sponsor | \$5,000 | | |

I have read the Sponsorship Prospectus, understand the entitlements offered, and agree to be invoiced for the items selected above.

Amount payable:	
50% deposit within 7 days of invoice Balance due: 10 March 2018 (incl. GST):	

Name: _____

Date: _____

Authorised signature: _____

Purchase Order number (if applicable): _____

PAYMENT METHOD

Cheque payable to: The Royal Australian and New Zealand College of Radiologists

Direct Deposit: Bank: Westpac BSB: 032102 Account No: 007154 Reference: ESTRO Radiobiology Workshop
[Company name or invoice number]

Request a Tax Invoice

Credit Card: MasterCard / VISA AMEX Diner

Amount: \$ _____

Credit Card Number:

Expiry Date: / CVC:

Name on card: _____ Signature of cardholder: _____

Date: _____

Please forward all payments and queries to:

Kate Dukes

Event Manager

ESRTO Radiobiology Workshop
C/- RANZCR
Level 9, 51 Druitt Street
Sydney NSW 2000

T: +61 2 9268 9777

E: events@ranzcr.edu.au

PRIVACY

The Privacy Act 2001 provides that before your name and address details can be published in the list of conference delegates for distribution to fellow delegates or any other party, you must consent. If you wish to have your name, address and details to be included in the list of delegates please tick the box. Yes No

TERMS AND CONDITIONS

1. Definitions

'Agreement' means an agreement made in accordance with the Sponsorship Application / Contract Form.

'Exhibition' means the event 'ESTRO Radiobiology Workshop' which will take place in Melbourne from 10 – 13 May 2018.

'Organiser' means RANZCR and its employees, agents and representatives.

'Exhibitor' means any person, firm, body corporate, unincorporated association or authority that is allocated space by the Organiser in the Exhibition space as a sponsor of the ESTRO Radiobiology Workshop, and includes all employees, agents and representatives of such person, firm, body corporate, unincorporated association or authority.

'Co-Exhibitor' means any person, firm, body corporate, unincorporated association or authority that is exhibiting their own products or services on the table top of an Exhibitor and includes all employees, agents and representatives of such person, firm, body corporate, unincorporated association or authority.

2. Agreement for Participation and Acceptance

a) A binding contract comes into existence in accordance with the Agreement and these Terms and Conditions upon the Organiser's acceptance of the Agreement.

b) The Organiser may reject any Agreement or accept such Agreement in respect of a reduced display space or different table top location or both.

c) Upon acceptance of an Agreement, the Exhibitor will be granted a non-exclusive licence to exhibit at the Exhibition with no right to grant sub-licences.

d) The Organiser reserves the right to alter, at any time, the size, shape or position of the floor plan as may be necessary for the best interests of the Exhibition. The Organiser will reduce the fee payable by any Exhibitor whose display space is reduced.

e) Exhibits must, in the Organiser's opinion, fall within the scope of the Exhibition. No other exhibits or products are to be displayed without the prior written consent of the Organiser.

3. Rental of Table Tops, Design and Signs

a) The fee does not include the following: connections for electricity, water, gas, waste, compressed air, loading and handling equipment and staff, advertising catalogue or handbill, telephone, insurance, electric current, cleaning of exhibits or any State and Federal taxes levied on this agreement including stamp duty, unless otherwise stated by the Organiser in writing.

b) The design of all exhibits and their weight and character is subject to the prior approval of the Organiser. The Organiser may, at the Exhibitor's expense, remove or alter any table top or exhibit that does not meet with the Organiser's approval.

c) The Exhibitor must have their display space ready, with all exhibits completed and available for display by the time specified by the Organiser before the opening of the Exhibition.

d) The Exhibitor is, at all times during the Exhibition:

i) Required to keep their table top open to view and properly staffed by competent representatives.

ii) Responsible for the maintenance of their table top and display space in a clean and tidy condition.

iii) Required to conduct any business from their display space only and to keep passageways in front of their display space free from obstruction.

iv) Prohibited from disposing of or parting with stock on display for cash payment (including food, drink, tobacco or promotional aides), unless prior written consent is obtained from the Organiser.

v) Prohibited from holding or allowing to be held an auction, lottery, game of chance or sideshow.

vi) Prohibited from sublicensing, sharing or parting with possession of their display space.

vii) Prohibited from operating any type of machinery or equipment at a sound level, which in the Organiser's sole opinion, is likely to cause nuisance or annoyance to other Exhibitors or visitors.

viii) Prohibited from doing anything, which, in the opinion of the Organiser, may bring discredit upon the Exhibition.

e) The Organiser will send the Exhibition Information Manual to all Exhibitors. The Exhibition information manual forms an integral part of these Terms and Conditions.

f) Handbills, advertisements and printed matter are subject to the prior approval of the Organiser.

g) The Organiser reserves all photographic rights in relation to the Exhibition.

h) No article of a dangerous character can be taken in to the Exhibition except with the Organiser's prior written approval.

i) The Organiser reserves the right to refuse any person admission to the Exhibition without assigning any reason. The Exhibitor will ensure that passes, which will be supplied to their staff on request, are not misused or lent to other persons.

4. Co-Exhibitors

a) The Exhibitor must ensure that Co-Exhibitors make a written agreement to the Organiser. Such agreement will be subject to the rules specified in clause.

b) Co-Exhibitors will be bound by the terms of the relevant Exhibitor's Agreement and these Terms and Conditions, with the necessary changes.

c) The Exhibitor may not assign its rights under this agreement without the Organiser's prior written consent.

d) The Exhibitor is liable for any default on the part of a Co-Exhibitor.

5. Terms of Payment

a) The Exhibitor must pay the fee on the due date set out in the Agreement.

b) The Exhibitor's agreement will be terminated if the Exhibitor defaults in the payment of the fee by the dates specified in the Agreement. The Exhibitor will not be entitled to any form of compensation whatsoever, whether for loss of profits or otherwise.

6. Withdrawals

The Exhibitor will not withdraw, cancel, alter or reduce in any way their Agreement. However, the Organiser may, in its sole discretion, grant partial refunds to Exhibitors who give the Organiser written notice of their intention to withdraw from the Exhibition as follows:

Months' written notice before start of Exhibition Refund

i) More than 3 months - 70%

ii) More than 2 months to 3 months - 20%

iii) 2 months or less - 0%

7. Movement of Exhibits

a) The Exhibitor will bear the responsibility and expenses for:

i) The transport of exhibits to the Exhibition venue;

ii) The security of the table top and exhibits; and

iii) The storage and warehousing of the exhibits, subject to the approval of the Organiser.

b) The Exhibitor will follow the Organiser's directions about access to the Exhibition venue, the use of particular entrances and exits, the delivery and removal of exhibits at particular dates and times and the short and long term parking of vehicles.

c) The Exhibitor will ensure that no exhibit is removed from the Exhibition venue before the conclusion of the Exhibition.

8. Insurance and Indemnity

a) Exhibitors will obtain insurance, including public liability insurance, to the reasonable satisfaction of the Organiser for the period from the date of this agreement until all of the Exhibitor's table tops and exhibits have been properly removed to the satisfaction of the Organiser. The Exhibitor will, on demand, provide to the Organiser evidence of the Exhibitor's insurance coverage. The exhibitor will not be allowed to exhibit without proof of insurance.

b) The Exhibitor will indemnify the Organiser against any cost, claim, liability, loss, damage, proceeding and expense whatsoever to which the Organiser, its directors, officers, contractors, employees and agents are in any way subject arising from or in connection an act or omission of the Exhibitor (or of any Co-Exhibitor, contractor, director, officer, employee, or agent of the Exhibitor) including, without limitation, liability in relation to personal injury, damage to or theft of property, or economic loss.

c) The Organiser will not be liable in any way for any cost, claim, liability, loss, damage, proceeding and expense arising from or in connection with the Exhibition or the Exhibitor, including, without limitation, liability in relation to personal injury, damage to or theft of property, economic loss, any conditions or restrictions that affect the construction, erection, completion, alteration or dismantling of a table top or exhibit, the failure of any service at the Exhibition venue and the cancellation or part-time opening of the Exhibition either as a whole or in part.

9. Damage to the Exhibition Venue

The Exhibitor will take good care of and will not cause any damage or permit or suffer any damage to be done to the Exhibition venue or to any part or parts thereof or to any fittings, equipment or other property therein. The Exhibitor will make good and compensate the owner of the Exhibition venue for damage (including accidental damage and damage by fire) caused by any act or omission of the Exhibitor or other persons arising from or in connection with the use of the Exhibition venue by the Exhibitor.

10. Compliance

The Exhibitor will comply with all applicable laws and regulations and all reasonable directions from the Organiser and the owner of the Exhibition venue.

11. Default

Any breach of this agreement by the Exhibitor will result in the exclusion of the Exhibitor from the Exhibition. The Organiser may, at the Exhibitor's expense, remove the Exhibitor's table top and exhibits from the Exhibition, and the Exhibitor will have no right to claim compensation or demand refund of the fee, loss or expenses, nor shall the Exhibitor be released from their contractual obligations. All exhibits are subject to a general lien in favour of the Organiser for sums, whether for unpaid fees or otherwise, due from the Exhibitor to the Organiser.

12. Force Majeure

If the holding of the Exhibition or the supply of any services in relation to the Exhibition is prevented, delayed or abandoned by strikes, riots, lockouts, trade disputes, acts of restraint of foreign governments or other causes not within the control of the Organiser then it is agreed that the Organiser will not be held responsible for any loss of trade or profit consequent upon such cause.