

4th International Congress on Biological Invasions



SPONSORSHIP PROSPECTUS

OVERVIEW

The Committee for 4th International Congress on Biological Invasions (ICBI 2023) would like to invite you to participate in this international conference. The conference is being held at the Christchurch Town Hall, 1st – 4th May 2023 and the expectation is to have 300+ delegates from all over the world attend and present during this week long meeting.

ICBI 2023 promises to be an exciting and insightful science event, offering a great opportunity to meet with leading professionals in the field of biosecurity research delivering a diverse and innovative programme.

Biosecurity is important to New Zealand's economic, environmental, cultural and social wellbeing as it is to many countries worldwide. New Zealand's unique indigenous systems and economically important animal, plant and marine sectors, all necessitate research and innovation in biosecurity science.

We are offering you a diverse option of sponsorship packages; which include on-line packages for those that are unable to travel to New Zealand but give you the opportunity to be involved and have access to an international gathering of key professionals.

Please do not hesitate to contact us if you wish to discuss any of the packages or other options.

CONFERENCE VENUE

Christchurch Town Hall

86 Kilmore Street,

Christchurch,

New Zealand

CONTACT

Events & Operations Manager

Plant & Food Research

120 Mt Albert Road

Auckland 1025

New Zealand

yvonne.mcdiarmid@plantandfood.co.nz

WEBSITE

www.icbi2023.co.nz



MAJOR SPONSORSHIP PACKAGES – FACE TO FACE & ONLINE OPTIONS

	Platinum NZ\$20,000 SOLD 1 ONLY	Gold NZ\$15,000 SOLD 2 ONLY	Silver NZ\$10,000 SOLD 3 ONLY	Bronze NZ\$5,000 SOLD 4 ONLY
Acknowledgement				
Acknowledged at the opening/closing sessions	✓	✓	✓	✓
Logo & Name Inclusions				
Logo on delegate name badge	✓			
Logo on the conference website with link to the company's website	✓	✓	✓	✓
Logo to be displayed on the sponsors slide at the conference	✓	✓	✓	✓
Logo featured on all conference e-newsletters	✓	✓		
Conference Handbook				
Advertisement in Conference Handbook (artwork to be supplied by sponsor)	Full page B&W	½ Page B&W	¼ Page B&W	
Company logo included in handbook	✓ plus profile	✓	✓	✓
Exhibition Booth / Online Option				
3m x 2.4m space – exhibitor to supply their display. A trestle table, two chairs can be supplied if requested.	3m x 2.4 m Space	3m x 2.4 m Space		
Conference Registrations				
Includes: access to conference, daily catering, Welcome Reception and Conference	4	3	2	1
Sponsors Giveaway Table				
Opportunity to provide marketing collateral or giveaways on Sponsors Giveaway Table	✓ 3 items	✓ 2 items	✓ 1 item	
Note: All prices quoted are in New Zealand dollars and exclude GST.				

ADDITIONAL SPONSORSHIP OPPORTUNITIES

SESSION SPONSOR – NZ\$4,400

6 SOLD

- Opportunity to contribute to the workshop (in negotiation with program committee)
- Exclusive naming rights to the sponsored workshop
- Company banner displayed during workshop
- Acknowledgement as a sponsor in the conference handbook
- Acknowledgment in all plenary session on sponsors slide
- Logo on conference website with a link to your homepage
- Opportunity to place one item of marketing material or a promotional item on the Sponsors Giveaway Table – marketing material will also be uploaded on line

SPONSORS GIVEAWAY TABLE – NZ\$1,000

- Acknowledgement as a sponsor in the conference handbook
- Opportunity to place one item of marketing material or a promotional item on the Sponsors Giveaway Table - If not supplied by sponsor
- Acknowledgment in all plenary session on sponsors slide
- Logo on the conference website with a link to your homepage

COFFEE CART (1 ONLY) NZ\$8,500

- Coffee cart placed in a prominent location in the exhibition area
- All coffee supplied free of charge to delegates
- Opportunity to place one pull up banner (supplied by sponsor) next to coffee cart
- Opportunity to provide own branded take away cups
- Logo on conference website with a link to your homepage
- Acknowledgement as a sponsor in the conference handbook
- Acknowledgment in all plenary session on sponsors slide
- One complimentary registration which includes: lunches, morning and afternoon tea, Welcome Reception ticket, Conference Dinner ticket and the opportunity to participate in sessions.
- Opportunity to place one item of marketing material or a promotional item on the Sponsors Giveaway Table – marketing material will also be uploaded on line

INTERNATIONAL KEYNOTE SPEAKERS - (4 ONLY) – NZ\$6,000 **1 SOLD**

- Naming rights to the sponsored keynote's session
- Acknowledgement as a sponsor in the conference handbook
- Acknowledgment in all plenary session on sponsors slide
- Logo on conference website with a link to your homepage
- Opportunity to place one item of marketing material or a promotional item on the Sponsors Giveaway Table – marketing material will also be uploaded on line
- Opportunity to liaise direct with speaker to organize meetings with your staff

STUDENT POSTER PRIZE (\$600) AND STUDENT SPEAKER PRIZE (\$600) - NZ\$1,200 (1 EACH ONLY)

- Opportunity to present the prize (individual person or a zone)
- Logo on the conference website with a link to your homepage
- Acknowledgement as a sponsor in the conference handbook
- Acknowledgment in all plenary session on sponsors slide

WELCOME RECEPTION (1 ONLY) NZ\$5,500

- Five complimentary tickets to the welcome reception
- Company banners (x2) prominently displayed at the venue (provided by sponsor)
- Two complimentary tickets to the conference dinner
- Verbal acknowledgement of sponsorship at the welcome reception
- Acknowledgement as a sponsor in the conference handbook
- Logo on conference website with a link to your homepage
- Opportunity for company representative to welcome delegates at the reception (3 minutes)
- Opportunity to give gift bags to all delegates as they leave the welcome reception (to be supplied by sponsor with organising committee approval required)

DINNER SPONSOR (1 ONLY) NZ\$8,800

This is an opportunity for a sponsor to host the conference dinner to be held at Te Pae Conference Centre.

- Exclusive naming rights to the conference dinner
- Logo will be prominently displayed on conference dinner menus
- Opportunity to make a welcome speech at the conference dinner (maximum of 5 minutes)
- Company banners (x2) prominently displayed at the dinner (provided by sponsor)
- Two complimentary tickets to the conference dinner
- One complimentary registration which includes: lunches, morning and afternoon tea, Welcome Reception ticket, Conference Dinner ticket and the opportunity to participate in sessions.
- Logo on conference website with a link to your homepage
- Acknowledgement as a sponsor in the conference handbook
- Acknowledgment in all plenary session on sponsors slide
- Opportunity to place one item of marketing material or a promotional item on the Sponsors Giveaway Table – marketing material will also be uploaded on line

DAY CATERING (3 ONLY) NZ\$2,500

- Naming rights for the full day catering (morning/afternoon tea and lunch)
- Company banners (x2) prominently displayed by the catering tables on the day of sponsorship (provided by sponsor)
- Acknowledgement as a sponsor in the conference handbook
- Logo on the conference website with a link to your homepage
- Acknowledgment in all plenary session on sponsors slide
- Opportunity to place one item of marketing material or a promotional item on the Sponsors Giveaway Table – marketing material will also be uploaded on line

LANYARDS (1 ONLY) NZ\$3,300

- Company name/logo printed on lanyards (single colour print)
- Acknowledgement as a sponsor in the conference handbook
- Acknowledgment in all plenary session on sponsors slide
- Company logo on the conference website with a link to your homepage

ADVERTISING IN CONFERENCE HANDBOOK

A4 page black and white advertisement in conference handbook	NZ\$1,100
½ A4 page black and white advertisement in conference handbook	NZ\$660
¼ A4 page black and white advertisement in conference handbook	NZ\$440

CONFERENCE NOTEPADS AND PENS – NZ\$1,000

Sponsor to supply notepads & pens

- Pads and pens to be placed on seats in main plenary room at start of conference
- Acknowledgement as a sponsor in the conference handbook
- Logo on conference website with a link to your homepage

EXHIBITION OPPORTUNITIES

EXHIBITION SPACE NZ \$3,000

1 SOLD

- 150 word company listing in the conference handbook
- Listing on the conference website as an exhibitor and a link to your homepage
- 3m x 2.4m space – exhibitor to bring their own free standing display
 - one trestle table and two chairs supplied on request
- Two Exhibitor Passes – includes:
 - Attendance at the welcome reception
 - Morning tea, lunch and afternoon tea
 - Name badge for registrant
 - Delegate bag

EXHIBITION TABLE NZ \$1,500

- 150 word company listing in the conference handbook
- Listing on the conference website as an exhibitor and a link to your homepage
- One trestle table and two chairs supplied
- One exhibitor pass - includes:
 - Attendance at the welcome reception
 - Morning tea, lunch and afternoon tea
 - Name badge for registrant
 - Delegate bag

EXTRA EXHIBITION PASS REGISTRATIONS NZ \$375

Please contact events@plantandfood.co.nz to organize extra exhibitor passes.

Note: Exhibition passes do not include attendance at conference sessions or the conference dinner. Tickets to the conference dinner may be purchased separately from the **Events Manager - events@plantandfood.co.nz**

TAILORED PACKAGES

We would be delighted to assist in the development of a tailored package for your company if none of the listed opportunities suit your promotional activities.

If you would like to discuss a tailored sponsorship package please do not hesitate to contact Yvonne McDiarmid, Events & Operations Manager, Plant & Food Research, yvonne.mcdiarmid@plantandfood.co.nz or (+64) 09 925 7042

If you would like to become a sponsor of the ICBI 2023 meeting please complete the Sponsorship /Exhibition Acceptance Form at the end of this document and email to yvonne.mcdiarmid@plantandfood.co.nz

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GENERAL INFORMATION

All prices quote are in New Zealand dollars and are GST inclusive.

Sponsors will be informed of all deadlines for the provision of information or materials through regular email updates and the conference website. The deadlines for delivery or supply of materials, information or artwork are not negotiable. In the event that materials, information or artwork required by Conference Logistics are not received by the designated due date, their use for their intended purpose cannot be guaranteed. The value of these entitlements will not be refunded in this circumstance.

The acceptance of the application shall be at the discretion of the organisers, and upon acceptance, becomes a contract. By completing and signing the application, the undersigned agrees to comply with, and be subject to, the terms and conditions plus cancellation policy contained in this document. The organisers reserve the right to refuse or deny any application.

Terms & conditions

1. All sponsorships are non-exclusive and non-negotiable. Sponsorship will be allocated on receipt of the signed application form and deposit.
2. Application for sponsorship must be made in writing using the designated application form. Confirmation will be provided to confirm the booking, together with a tax invoice for the full amount.
3. Cheques should be payable to the Plant & Food Research and must be drawn in New Zealand dollars. All monies must be received prior to the event. No company will be listed as a sponsor or exhibitor in any convention material until full payment and an application form have been received by the organisers.
4. No exhibitor shall commence dismantling or packing product before the end of the final break on the last day of the convention. It is the responsibility of each exhibitor to have material packed, identified and cleared for shipment by the closing of the conference registration desk. The organisers will not be held responsible for any items left behind.
5. The Sponsor/Exhibitor undertakes that they will not hold any events or social functions on the same date or time as official Conference Program sessions or social functions.
6. The organisers, at its discretion, shall have the right to postpone or cancel the conference and shall be liable in no way for losses resulting from such delay or cancellation.
7. The organisers reserve the right to rearrange the floor plan and/or relocate any exhibit without notice. The organisers will not discount or refund for any facilities not used or required.

Cancellation policy

In the event of cancellation, an administration fee of \$50 will apply prior to February 2023 No refunds on sponsorship will be made for cancellations received after this date. Refunds on exhibition area will only occur if the booth is resold. Cancellations must be made in writing and forwarded to the Convention Secretariat.

Liability

Sponsors assume entire responsibility and hereby agree to protect, indemnify, defend and hold the ICBI 2023 Committee and its employees and agents harmless against all claims, losses and damages to persons or property, government charges or fines and attorney fees arising from or caused by the sponsor's installation, removal, maintenance, occupancy or use of conference premises or a part thereof, excluding any such liability caused by the sole negligence of the venue, its employees and agents. The organisers will not be liable and makes no guarantee of the number of visitors to the exhibition. Equally the organiser will not be accountable for the level of commercial activity generated.

Insurance

All exhibitors are strongly urged to obtain insurance coverage against damage or loss and public liability insurance against injury to the person or property of others. Exhibition materials should be covered from the time they are shipped, through move-in, exhibit dates, move-out and until all materials have been received at the point of origin. The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to exhibitor's display, equipment and other property brought upon the premises of the venue and shall indemnify and hold harmless the conference organisers from any and all such abuses, damages and claims.

Compliance

The exhibitor agrees to abide by and comply with the rules and regulations including any amendments that the organisers may make from time to time. The exhibitor further assumes all responsibility for compliance with all pertinent laws, ordinances, regulations and codes of duly authorised local, state and federal governing bodies concerning fire, safety and health as well as the rules and regulations of the venue, Christchurch Town Hall, New Zealand.



SPONSORSHIP ACCEPTANCE FORM

Contact Name: _____

Company Name: _____

Postal Address: _____

Telephone No: _____ Mobile No _____

Email: _____

Sponsorship required: _____

Cost: _____ Signature: _____

I have read, understood and agree to the terms and conditions and cancellation policy as stated in the Sponsorship Prospectus. Please tick.

Return to:

Events & Operations Manager

Plant & Food Research

Private Bag 92169

Auckland 1142, New Zealand

Email: Yvonne.mcdiarmid@plantandfood.co.nz

Fax: +64 9 925 7002

Tel: +64 9 925 7042

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