

BAUN Section of Oncology Spring Conference

‘Organ confined Prostate Cancer’

Manor of Groves, Hertfordshire
Friday 15th June 2012



Invitation to Exhibit
Exhibition Prospectus

Dear Colleague,

The British Association of Urological Nurses (BAUN) would like to invite you to sponsor their Section of Oncology Spring Conference, being held on Friday 15th June at The Manor of Groves Hotel, Hertfordshire. This conference will focus on organ confined prostate cancer, and its associated symptoms such as **incontinence** and **erectile dysfunction**.

This programme will be **FREE** to all BAUN members to attend, allowing for greater delegate participation.

The target audience includes any urology and oncology ward nurses working in both the community and the acute sector, and nursing professionals with an interest in this sector. With an anticipated audience of 100 delegates, this meeting offers the opportunity to meet a diverse range of existing and potential customers with a common interest in caring for patients with prostate cancer.

Program highlights include:

- Journey to diagnosis
- Treatments: Radical Prostatectomy, Open, Lap and Robotic
- Electron Beam Radiation Therapy (EBRT)
- Prostate Brachytherapy
- Active surveillance
- Penile rehabilitation programs
- Decision making tools
- Company led symposium
- Patient information - the prostate cancer charity & patient information prescriptions
- Patient Case Studies - Interaction from audience
- Support Groups & Survivorship

There also will be the exciting opportunity for a given company to participate in the event and sponsor a company led session, on an agreed topic.

The event is being held in the Stansted area, which affords excellent road, rail & air transport links to potential delegates & exhibitors.

This study day represents an important part of the educational activity of BAUN Section of Oncology and its commercial partners in 2012 and we hope that you will be able to attend and contribute to what will be part of the educational input of the day. I look forward to welcoming you to the 2012 event.

Yours sincerely,

Ann Tull

Ann Tull
BAUN Section of Oncology Committee Member

Alison Lowndes

Alison Lowndes
BAUN Section of Oncology Chair

Event Details

Venue

Manor of Groves
High Wych
Sawbridgeworth
Hertfordshire
CM21 0JU
Website: www.manorofgroves.com

Organisers

Conference Organising Group: Alison Lowndes – BAUN, Chair of Oncology Group
Ann Tull – BAUN, Oncology Group Committee Member

Secretariat: Paul Harrison
Fitwise Management Ltd, Drumcross Hall, Bathgate, EH48 4JT
Tel: 01506 811077
Fax: 01506 811477
E-mail: paul.harrison@fitwise.co.uk

Exhibition open hours (subject to alteration)

Setting up time for exhibitors will be Friday 15th June from 7.00am – 8.45am. All stands should be erected and dressed by 08.45 with all packaging and other materials removed from aisles and stands. Break down will begin after the coffee break at 16.00, all exhibitors should be clear of the building by 17.00.

Exhibition open times	Opening	Closing
Friday 15 th June 2012	08.40	16.00
Exhibition viewing times	08.40am – 09.30am 10.30am – 11.00am 12.30pm – 13.30pm	

Exhibition Space Costs

Exhibition space cost £850.00 + VAT per stand

This price includes:

- 3m x 1m of space
- Table and 2 chairs
- Registration & morning break tea/coffee for 2 representatives
- Buffet lunch for 2 representatives
- Access to electrical points (bring own extension leads)
- Delegate list – available in hard copy or electronic form. Information provided will include; name, job title and organisation
- Access to conference sessions for 2 representatives

Gold Sponsorship – 1 available - Cost £1,600 + VAT

- 3m x 1m of space
- Table and 2 chairs
- FREE delegate insert
- Badge Sponsorship
- Registration & morning break tea/coffee for 4 representatives
- Buffet lunch for 4 representatives
- Access to electrical points (bring own extension leads)
- Delegate list – available in hard copy or electronic form. Information provided will include; name, job title and organisation
- Branded signage
- Branded holding slides
- Access to conference sessions for 4 representatives

Other Sponsorship Opportunities

<p>Writing pads for delegates 150 x A4 pads required to be supplied by sponsoring company</p>	<p>Pens for delegates 150 required to be supplied by sponsoring company</p>	<p>Lanyards 150 required to be supplied by sponsoring company</p>
<p>Insert into delegates' bags Cost per single insert for putting a flyer or sample into the delegates' bags £135 + VAT</p>	<p>Company Symposia Sponsorship Full AV provided/25 minutes £995 + VAT</p>	<p>Delegate Bag Sponsorship With sponsor's name / brand on delegate bags £395 + VAT</p>

How to book exhibition space:

A) Make a provisional booking:

Stands will be allocated on a first come, first served basis. Bookings can be made by the following methods and will be held for 7 days:

- Phone Fitwise on +44 (0) 1506 811077
- Fax booking form and purchase order number to Fitwise on +44 (0) 1506 811477
- E-mail: paul.harrison@fitwise.co.uk

B) Confirm your provisional booking:

Send us the completed stand booking form and purchase order number within 7 days by post, fax or email. A full exhibition manual will be sent to you nearer the event.

C) Payment methods:

1. **Send cheque** made payable to 'British Association of Urological Nurses' to:
BAUN, c/o Fitwise Management Limited, Drumcross Hall, Bathgate, West Lothian, EH48 4JT. A receipt will be sent by return.
2. **BACS payments** to (please send remittance advice to Fitwise with reference 'BAUN Section of Oncology Spring Conference' detailing amount paid, payment date, your company name, contact name and phone number):
 Account Name: British Association of Urological Nurses
 Account No: 71438793
 Sort Code: 50-30-25
 Bank: Natwest
3. **Invoice request** on stand booking form. **A copy of your Purchase Order paperwork must accompany your booking form.**

Terms & Conditions:

Payment:

All payment for stands should be received 3 weeks prior to the event. Failure to pay in advance of the event will result in your company being refused entry; you will still be liable for the full cost of your stand and any ensuing costs.

Cancellations

Refunds for stands, which are cancelled, will only be made in the event of the cancelled stand space being resold. Every effort will be made to re-sell this stand space.

Additional charges:

Exhibitors will incur all costs accrued on-site for any additional requirement e.g. plasma screens or additional catering.

Delegate Bag Inserts:

If you have booked a delegate bag insert please deliver 100 flyers to Fitwise, Drumcross Hall, Bathgate, West Lothian, EH48 4JT by Friday 25th May 2012. Clearly label the package "[**Company Name**] Delegate Bag Insert, BAUN Section of Oncology Spring Conference"