



IPS Welsh Branch Conference 2019

Tuesday 25th June 2019

Mercure Cardiff Holland House Hotel

@IPS_Infection
#IPSWales19

Invitation to Exhibit

Exhibition Prospectus



Dear Colleague,

It is with great pleasure that we can announce the Infection Prevention Society (IPS Welsh Branch) is holding its one day conference in Cardiff on Tuesday 25th June 2019 at the Mercure Holland House Hotel. The organising committee encourage you to consider exhibiting or sponsoring this event and look forward to confirming your participation and welcoming you to Cardiff.

Why Should I Exhibit?

The IPS Welsh Branch conference provides an excellent platform for industry to showcase their products and services to front-line Infection Control professionals.

There are numerous benefits from exhibiting at this prestigious event

- Large one day audience of infection prevention and control professionals
- Generate quality leads from dedicated infection prevention and control practitioners who are passionate about learning and improving their facilities
- Discuss needs of your clients, as well as potential clients, and demonstrate your company's solutions in person
- Condensed exhibition hours ensure a steady flow of traffic. Coffee break, lunch and poster displays take place in the exhibition hall bringing all attendees together
- Build visibility for your company and promote your company's image in an educational setting
- Test out new products and services at customer level
- Expand your database to strengthen your overall sales and marketing programme
- Build relationships with an active and engaged audience
- Gain valuable customer feedback

Delegates are looking for companies, like yours, that offer products and services in areas such as:

- air purification • ambulatory care • antimicrobial agents • antiseptics • bacterial testing
- biohazardous/waste management • environmental hygiene monitoring • gloves, gowns and masks • hand cleansers and sanitisers • hand hygiene compliance • home care and hospice facilities • immunisations • infection prevention • infectious disease • isolation rooms • multi drug resistance organisms • pandemic preparation • patient safety • sharps safety • sterilisation and disinfection • surveillance software • water purification • wound management

Past Attendees

With an anticipated audience of 125 delegates, the IPS Welsh Branch conference is a fantastic opportunity to make and solidify customer relationships through person-person communications.

Based on previous attendance, delegates on the day are likely to include:

• *advanced nurse practitioners* • *clinical directors* • *clinical nurse specialists* • *HCA's* • *infection control link nurses* • *head of infection prevention* • *infection control nursing leads* • *infection prevention audit and surveillance practitioners* • *infection prevention lead nurses/advisors* • *matrons* • *nurse consultants* • *nurse practitioners* • *NHS supply chain senior buyers* • *practice nurses* • *ward sisters* • *senior staff nurses* • *surgical matrons*

99%+ of past attendees rated this conference at this event "Good" or "Very Good"

Delegate Testimonials

- *"First time I have attended and I really enjoyed it"*
- *"Well organised. Topics were all relevant to my role and job. Looking forward for the next conference in Cardiff."*
- *"Useful to see the many products that we use in my workplace"*
- *"All stands visited and very informative"*

Programme

The conference organising group has collated a stimulating, informative and educational programme delivered by highly regarded experts in the field of infection control. The programme for this event will include:

- **Preoperative Skin Preparation**
- **Instrument Management**
- **Management of Patient Temperature**
- **Surgical Environment**
- **Prophylactic Antibiotics**
- **Wound Management**
- **Surveillance of SSI**

This one day conference represents important educational activity for the Welsh Branch in an area of strong clinical and commercial interest. Following the success of our 2018 event, we hope that you will be able to attend and contribute to what will be a key part of the educational input of the day. We look forward to welcoming you to this important day in the educational calendar of IPS.

Yours sincerely,

Gail Lusardi

Gail Lusardi
IPS Wales Branch Treasurer

Event Details

Venue

Mercure Holland House Hotel
24-26 Newport Road
Cardiff
CF24 0DD
Tel: 02921 132 801

Car Parking

Onsite car parking is available

Organisers

Conference Organising Group:

Gail Lusardi

(IPS Wales Treasurer)

Secretariat:

Dario Capaldi
Account Executive
E-mail: dario.capaldi@fitwise.co.uk
Tel: 01506 292048
Fax: 01506 811477

Fitwise Management Ltd,
Blackburn House, Redhouse Road,
Seafield, Bathgate,
West Lothian,
EH47 7AQ

Exhibition open hours (subject to alteration)

Setting up time for exhibitors will be on Tuesday 25th June from 07.00 – 08.45. All stands should be erected and dressed no later than 08.30 with all packaging and other materials removed from aisles and stands. Break down will begin after the lunch break at 13.45 - all exhibitors should be clear of the building by 17.00.

Exhibition open times	Opening	Closing
Tuesday 25 th June	08.45	13.45

Exhibition viewing times (subject to slight changes with final programme)

08.45 – 09.30
10.45– 11.15
12.45– 13.45

Exhibition Space Costs

Exhibition space cost £850.00 + VAT per stand

This price includes:

- 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

2 available - cost £1495.00 + VAT per stand

This includes:

- FREE delegate bag insert
- Company logo on holding screen
- Table and 2 chairs
- Registration & morning break tea/coffee for 4 representatives
- Branded signage
- Buffet lunch for 4 representatives
- Sponsorship of event website – hyperlinked logo
- Delegate list – available in hard copy or electronic form. Information provided will include; name, job title and organisation
- Access to conference sessions for 4 representatives

Company Symposium

1 available - cost £995.00 + VAT

This year, IPS North West branch conference will be offering commercial companies the chance to take part within the main program. This sponsorship opportunity will include a 30 minute presentation within the main program and an opportunity to present relevant research in front all attending delegates.

All content must be signed off by the IPS North West branch prior to the conference.

For further information, please contact dario.capaldi@fitwise.co.uk

Other Sponsorship Opportunities

<p>Writing pads for delegates 140 x A4 pads required to be supplied by sponsoring company</p> <p>FOC – To be Supplied</p>	<p>Pens for delegates 140 required to be supplied by sponsoring company</p> <p>FOC – To be Supplied</p>	<p>Lanyards 140 required to be supplied by sponsoring company</p> <p>FOC – To be Supplied</p>
<p>Insert into delegates' bags Cost per single insert for putting a flyer or sample into the delegates' bags</p> <p>£125 + VAT</p>	<p>Delegate badge Sponsorship With sponsor's name/brand on delegate name badge</p> <p>£295 + VAT</p>	<p>Poster Competition Sponsorship of Poster Competition, including funding winner to attend IPS 2019</p> <p>£500</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 292048
- Fax booking form and purchase order number to Fitwise on +44 (0) 1506 811477
- E-mail: dario.capaldi@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 'Fitwise Management Limited' to:
Fitwise Management Limited, Blackburn House, Redhouse Road, Seafield, Bathgate, West Lothian, EH47 7AQ.
A receipt will be sent by return.
2. **BACS payments** (please send remittance advice to Fitwise with reference 'IPS London Branch Conference' detailing amount paid, payment date, your company name, contact name and phone number):
Account Name: Fitwise Ltd
Account No: 10325314
Sort Code: 83-51-00
Bank: Royal Bank of Scotland
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 any additional audio/visual or catering.

Delegate Bag Inserts:

If you have booked a delegate bag insert please deliver 300 flyers to Fitwise, Blackburn House, Redhouse Road, Seafield, Bathgate, West Lothian, EH47 7AQ by Monday 17th June 2019. Clearly label the package "[Company Name] Delegate Bag Insert, 'IPS London Branch One Day Conference'

Eucomed ethics Codes

As of 1st January 2018, medical device and IVD companies subscribing to the Eucomed or counterpart national business ethics Codes now have to cease direct sponsorship of healthcare professionals (HCPs) to third party medical congresses. Companies will need to consider if and how they will switch to indirect sponsorship if they intend to continue their support for HCPs' continuing medical education (CME) in the devices and IVD sectors.

In line with the new Codes, Companies will however be able to provide a restricted educational grant to which delegates will be able to apply when registering. Full details are available on request from dario.capaldi@fitwise.co.uk

IMPORTANT INFORMATION – Post Conference Delegate Lists

To comply with new GDPR rulings with effect from 1th June 2018, delegates will now need to be provided with a full list of exhibiting companies and 'opt in' if they wish their details to be shared post-event. To ensure that your Company is included on this list we would advise that you book your stand by 18th June 2019 at the latest.