

# **RCVS KNOWLEDGE**

**Conference Sponsorship**

**Prospectus – VET19**



**Kia Oval**

**27<sup>th</sup> – 28<sup>th</sup> June 2019**

Dear colleague,

RCVS Knowledge, the Royal College of Veterinary Surgeons' charity partner, would like to invite you to participate in VET19, to be held at the Kia Oval cricket ground, London, on Thursday 27<sup>th</sup> and Friday 28<sup>th</sup> June 2019. The organising committee encourage you to consider exhibiting or sponsoring this event.

VET19 is set to be an unrivalled event in the veterinary calendar, and where the international veterinary community can meet to share progress and discuss the opportunities and challenges of applying evidence-based principles in practice.

The event is to be held at one of London's great sporting locations: the Kia Oval cricket ground, Kensington, a prominent sporting venue that has hosted a variety of historically significant sporting events. The Oval is located close to Oval and Vauxhall underground stations and offers excellent facilities to host VET19. The England suite, as well as both the John Major room and India room, will be utilised for the conference, exhibition and catering at this event.

### **Why should I exhibit?**

With up to **250 delegates in attendance**, VET19 will provide an excellent platform for industry representatives to showcase their products and services to front-line veterinary professionals.

Exhibiting at this prestigious event offers numerous benefits, including:

- A large audience of veterinary professionals over two days;
- Generating quality leads from dedicated veterinary practitioners who are passionate about learning and improving their facilities;
- Discussing the needs of your clients, as well as potential clients, and demonstrate your company's solutions in person;
- Condensed exhibition hours, ensuring a steady flow of traffic. Coffee breaks, lunch and poster displays take place in the exhibition hall bringing all attendees together;
- Building visibility for your company and promoting your company's image in an educational setting;
- Testing out new products and services at customer level;
- Expanding your database to strengthen your overall sales and marketing programme;
- Building relationships with an active and engaged audience;
- Gaining valuable customer feedback;

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

*pharmaceuticals • veterinary services • recruitment • publishing • CPD • devices • PMS • emergency care • antimicrobial agents • antiseptics • biohazardous/waste management • environmental hygiene monitoring • gloves, gowns and masks • hand cleansers and sanitisers • pharmaceutical medication • immunisations • infectious disease • multi drug resistance organisms • sharps safety • sterilisation and disinfection • wound management • wound dressing • antibiotics • insurance services • teaching tools • diagnostic tools*

## Expected attendees

This year's event is expected to have approximately **250+ delegates**, which therefore makes it 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:

*veterinary surgeons, veterinary nurses, veterinary assistants, laboratory animal caretakers, veterinary technologists and technicians, animal care and service workers, microbiologists, medical scientists, paraprofessionals, industry representatives, academics and veterinary non-profit organisations.*

## Programme

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

- **Professor Trish Greenhalgh** (*Professor of Primary Care Health Sciences, University of Oxford*)
- **Professor Peter Cockcroft** (*Head of Veterinary Education, University of Surrey, Editor-in-Chief, Veterinary Evidence*)
- **Dr Racheal Dean** (*Director of Clinical Research and Excellence in Practice, Vet Partners*)
- **Jacqui Molyneux** (*Chair, RCVS Knowledge*)
- **Mark Morton** (*RCVS Specialist in Small Animal Orthopaedics, ChesterGates Veterinary Specialists*)
- **Sally Everitt** (*Chair, inFOCUS*)
- **Carol Gray** (*Doctoral Researcher, Birmingham Law School*)
- **Pam Mosedale** (*Vice Chair, RCVS Knowledge Quality Improvement Advisory Board*)
- **David Morton** (*Chair, RCVS Ethics Review Panel*)
- **Lizzie Lockett** (*CEO, RCVS*)
- **Amanda Boag** (*Clinical Director, Vets Now, President, RCVS*)

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 the veterinary profession.

*Jacqui Molyneux*

*Chair*

*Chris Gush*

*Executive Director*

### Secretariat:

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## Event details

### Venue

Kia Oval, London

### Car parking

Onsite parking

### Exhibition open hours (subject to alteration)

Setting up time for exhibitors will be Thursday 27th June from 07.00. All stands should be erected and dressed by 08.30, with all packaging and other materials removed from aisles and stands. Break down will begin after the afternoon break on Friday 28<sup>th</sup> June at 14.10. **All exhibitors should be clear of the building by 17.00.**

## Exhibition date

### Thursday 27<sup>th</sup> June

Opening	Closing
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08.30	17.00
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### Friday 28<sup>th</sup> June

Opening	Closing
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08.30	15.30
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**Exhibition viewing times** (subject to slight changes with final programme)

8.30 – 9.00

10:45 – 11:15

13:00 – 14:00

## Exhibition space costs

### Table top (3x1m) - £1295.00 + VAT per stand

This price includes:

- One two day exhibition-only ticket (no access to sessions or social events)
- Exhibition stand
- Acknowledgement and logo in the Book of Abstracts
- Acknowledgement and logo on conference website and social media
- Licence to use official VET19 logo for 12 months
- Registration & morning break tea/coffee for two representatives
- Buffet lunch for two 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

## Sponsorship opportunities

All sponsorship opportunities will include the licence to use the official VET19 logo for 12 months, an acknowledgement and logo in the Book of Abstracts & acknowledgement and logo on the conference website and social media. Partnerships are available to all sponsors who reach the investment benchmarks.

### Platinum Partner - cost £27,500 + VAT

- Two exhibition stands
- Two FREE delegate bag inserts
- One full page advert in the Book of Abstracts
- Two two day all-in delegate tickets (*inc. tickets to the evening social event*)
- Acknowledgement from the Chair
- Prominent branding throughout conference venue
- Enhanced listing and logo on conference website and social media
- Company logo on holding screen
- Registration & morning break tea/coffee for four representatives
- Buffet lunch for four representatives
- Branded signage
- Your logo in the registration area
- Co-branded delegate bags (with RCVS Knowledge)
- 10% off all other sponsorship packages

### Gold Partner - cost £9500 + VAT

- One exhibition stand
- One FREE delegate bag insert
- One half page advert in the Book of Abstracts
- Two two day all-in delegate tickets (*inc. tickets to the evening social event*)
- Company logo on holding screen
- Registration & morning break tea/coffee for four representatives
- Buffet lunch for four representatives
- Branded signage
- Enhanced listing and logo on conference website and social media
- 10% off all other sponsorship packages

### Silver Partner - cost £4500 + VAT

- One exhibition stand
- One quarter page advert in the Book of Abstracts
- One two day all-in delegate ticket (*inc. tickets to the evening social event*)
- Company logo on holding screen
- Registration & morning break tea/coffee for four representatives
- Buffet lunch for four representatives
- Branded signage
- Enhanced listing and logo on conference website and social media

**Plenary session    £2,500 + VAT**

- Acknowledgement by Chair at start of session
- Opportunity to distribute literature before session
- Two reserved seats in session
- One two day all-in delegate ticket (*inc. tickets to the evening social event*)
- Acknowledgement and logo in the Book of Abstracts
- Acknowledgement and logo on conference website and social media

**Parallel session    £750 + VAT**

- Acknowledgement by Chair at start of session
- Two reserved seats in session if required
- Acknowledgement and logo in the Book of Abstracts
- Acknowledgment and logo on conference website and social media

**Other sponsorship opportunities**

<p><b>Book of abstracts</b></p> <p>Full-page advert inside front cover of the Book of Abstracts</p> <p>£1495 + VAT</p>	<p><b>Social wall</b></p> <p>Branding on live social wall throughout conference</p> <p>£1495 + VAT</p>	<p><b>Delegate bag insert</b></p> <p>One piece of promotional literature in delegate bags</p> <p>£1495 + VAT</p>
<p><b>Delegate list</b></p> <p>Prominent branding on delegate list</p> <p>£995 + VAT</p>	<p><b>Co-branded lanyards (<i>with RCVS Knowledge</i>)</b></p> <p>Co-branded lanyards for all delegates</p> <p>£995 + 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 seven days:

- Phone Fitwise on +44 (0) 1506 292048
- Fax booking form and purchase order number to Fitwise on +44 (0) 1506 811477 or +44 (0)7769 341 811
- E-mail: [dario.capaldi@fitwise.co.uk](mailto:dario.capaldi@fitwise.co.uk)

### B) Confirm your provisional booking:

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

### C) Payment methods:

1. **Send cheque** made payable to 'RCVS Trust Current a/c' to:  
Fitwise Management Limited, Blackburn House, Redhouse Road, Seafield, Bathgate, West Lothian, EH47 7AQ.  
A receipt will be sent by return.
2. **BACS payments** to (please send remittance advice to Fitwise with reference 'VET19 Conference' detailing amount paid, payment date, your company name, contact name and phone number):

Account Name: RCVS Trust Current a/c  
Account No: 01281514  
Sort Code: 30-98-97  
Bank: Lloyds

3. **Invoice request** on stand booking form. **A copy of your Purchase Order paperwork must accompany your booking form.**

## Terms & Conditions:

### Specific

1. Deliveries and collections:
  - a. All arrangements for deliveries and collections are to be made with the Kia Oval directly.
  - b. Further information will be provided prior to the conference.
  - c. RCVS Knowledge does not accept responsibility for any lost/stolen deliveries or non-deliveries.
2. Badges will be provided for all members of your organisation's team who have registered as delegates. These must be worn at all times. You will need your badge for admission to the conference.
3. We ask that exhibitors make every effort to ensure their stands are staffed during the scheduled exhibition sessions. A full programme detailing these time allocations will be available on the conference website.
4. Full responsibility of construction/dismantling and all equipment and merchandise remains with the exhibitor themselves.
5. Any damage to the exhibition hall which is attributable to exhibitors will be charged in full. Exhibitors are requested not to affix materials to the walls without permission of RCVS Knowledge.
6. Stands should remain open until the conclusion of the final break. Costs associated with dismantling and/or disposing of property left behind will be passed to the exhibiting company.
7. RCVS Knowledge reserves the right to alter the layout of the exhibition in any respect, at any time, and also reserves the right to refuse any application for space at the exhibition and shall not be required to assign or give any reason for the refusal.
8. Lunch will be provided in the exhibition hall for all exhibitors. Complimentary tea and coffee will also be available throughout the day.
9. A full brief will be sent to all exhibitors prior to the conference.

### Payment

1. All invoices are to be paid within 30 days.
2. For invoices issued after 1st June 2019, full payment must be made on receipt of invoice.
3. Confirmation of exhibition space is dependent on receipt of funds.
4. If the full fee has not been received by close of business on Monday 24<sup>th</sup> June 2019, RCVS Knowledge reserves the right to withhold exhibitor benefits, including being featured on the conference website and exhibiting at the conference itself. Fees already paid will not be refundable.

### Licence and usage

1. The exhibitor hereby grants RCVS Knowledge a limited, non-exclusive licence to use exhibitor's trade names, trademarks, service marks and other proprietary information [the "exhibitor's information", as described in the booking form]. RCVS Knowledge agrees that the exhibitor information will be used only in connection with the conference to provide the benefits set forth in the proposal and such other benefits as the exhibitor and RCVS Knowledge may agree. RCVS Knowledge's use of the exhibitor's information is subject to the approval of the exhibitor's designated representative, approval which will not be unreasonably withheld.
2. RCVS Knowledge may use the exhibitor information in connection with the promotion and running of the conference, which may include, but not be limited to, promotional materials, website content, conference programme, abstract book.
3. Please note that audio recordings, photography and video production will be taking place at the conference. These will be used for promotional purposes and for the creation of free and paid-for web-resources. By exhibiting at the conference, you give your permission for such activities.



## Cancellations

Refunds for stands that are cancelled will only be made in the event of the cancelled stand space being resold. Every effort will be made to resell this stand space.

## Termination

RCVS Knowledge may terminate this agreement with 30 days written notice. In the event of termination for any reason other than failure to provide contracted fees or services, RCVS Knowledge may substitute a conference with equivalent benefits, with the approval of the exhibitor, or shall refund any cash fee received from the exhibitor by RCVS Knowledge. The exhibitor shall not terminate this agreement without the approval of RCVS Knowledge.

## Amendments

This agreement may be amended only by a written instrument executed by both parties.

## Miscellaneous

This agreement is governed by English law and is binding upon all of the parties' successors and assigns.

## Additional charges

Exhibitors will incur all costs accrued on-site for any additional requirements, e.g. plasma screens or additional 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 Friday 1<sup>st</sup> May 2019. Clearly label the package “[Company Name] Delegate Bag Insert, ‘VET19 Conference’

### **IMPORTANT INFORMATION –Delegate Lists**

You will be provided with a full delegate list post-conference. However it is your responsibility to obtain unambiguous and positive consent from the delegates to receive further information from you.