

Promotional Opportunities Booking Form – Part 1 of 5

CONFERENCE OPTIONS	PRICE	Please <input checked="" type="checkbox"/> To Book
<p style="text-align: center;">Headline Sponsor</p> <ul style="list-style-type: none"> • Stand in prime location • Pull up stand behind the registration desk on sponsored day • One 10minute lecture theatre slot on each day • Free one -page delegate pack insert • Half page advert in the conference brochure • Pre-conference promotion on all mailings/information • Logo on events page of the website • 2 complimentary tickets to the conference • 2 complimentary tickets to the dinner dance • Logo on conference screen throughout the sponsored day • Acknowledgement in the welcome speech • Opportunity to Chair the event on sponsored day 	<p style="font-size: 2em; font-weight: bold;">£5000</p>	
<p style="text-align: center;">Exhibition Stand 2 day</p> <ul style="list-style-type: none"> • Table, 2 chairs and power • Stands will be in the main exhibition area where lunch and refreshments are served • Logo printed in the conference brochure with paragraph providing info about the company/organisation • Logo on the events page of the website and link to chosen website 	<p style="font-size: 2em; font-weight: bold;">£2000</p>	
<p style="text-align: center;">Lunch Sponsor (14th March 2024)</p> <ul style="list-style-type: none"> • Logo and thanks on lunch station • Name and logo in the conference brochure • Pop up stand by the lunch station • Event page link to chosen website 		
<p style="text-align: center;">Sponsored Breaks (14th March morning)</p> <ul style="list-style-type: none"> • Acknowledgement & logo printed in conference brochure • Branded signs on the refreshment stations • Name and logo in the conference brochure • Event page link to chosen website 		
<p style="text-align: center;">Sponsored Breaks (14th March afternoon)</p> <ul style="list-style-type: none"> • Acknowledgement & logo printed in conference brochure • Branded signs on the refreshment stations • Name and logo in the conference brochure • Event page link to chosen website 		

Promotional Opportunities Booking Form – Part 2 of 5

CONFERENCE OPTIONS	PRICE	Please <input checked="" type="checkbox"/> To Book
<p style="text-align: center;">Magician Sponsor Evening Dinner Dance Event</p> <ul style="list-style-type: none"> Acknowledgement & logo on Dinner Menu Magician would make verbal acknowledgments of the sponsor during the performance, expressing gratitude for their support Logo on events page of website and hyperlink to chose website 	£700	
<p>1. Dinner-Dance Drinks Reception Sponsor</p> <ul style="list-style-type: none"> Table of 10 guests of your choosing Acknowledgement & logo printed on Dinner Menu Branded pull up banner in the drinks reception area Half page advert in the conference brochure Insert in the delegate bag Events page link to chosen website 	SOLD	
<p style="text-align: center;">Wine Sponsor Evening Dinner Dance Event</p> <ul style="list-style-type: none"> Pull up banner x2 during the evening meal Supply your own printed wine glass tags for that extra promotion Logo on events page of website and hyperlink to chosen website 	£1500	
<p style="text-align: center;">Evening Entertainment Sponsor Evening Dinner Dance Event</p> <ul style="list-style-type: none"> Pull up banner x2 when the DJ is playing Supply own merchandise for each dinner dance attendee for e promotion Logo on events page of website and hyperlink to chosen website 	SOLD	
<p style="text-align: center;">Sponsored Breaks (15th March morning)</p> <ul style="list-style-type: none"> Acknowledgement & logo printed in conference brochure Branded signs on the refreshment stations Name and logo in the conference brochure Event page link to chosen website 	£400	
<p style="text-align: center;">Lunch Sponsor (15th March 2024)</p> <ul style="list-style-type: none"> Logo and thanks on each lunch station 1 free delegate place on the sponsored day Name and logo in the conference brochure X2 pop up stands by the lunch station Event page link to chosen website 	SOLD	

Promotional Opportunities Booking Form – Part 3 of 5

CONFERENCE OPTIONS	PRICE	Please <input checked="" type="checkbox"/> To Book
<p align="center">Conference Brochure Sponsor</p> <ul style="list-style-type: none"> • Full page (A4 portrait) advert in the brochure • Front cover acknowledgement, logo and branding alongside CMSUK • Event page link to chosen website 		
<p align="center">Full Page Advert in Brochure</p> <ul style="list-style-type: none"> • Full page advert in the brochure 	£400	
<p align="center">Half Page Advert in Brochure</p> <ul style="list-style-type: none"> • Half page advert in the brochure 	£250	
<p align="center">Flyers in tote bags</p> <ul style="list-style-type: none"> • Flyers/inserts in tote bags 	£200	
<p align="center">Photobooth Sponsor 14th March 2024</p> <ul style="list-style-type: none"> • Company logo printed on the photo strips 		
<p align="center">Photobooth Sponsor 15th March 2024</p> <ul style="list-style-type: none"> • Company logo printed on the photo strips 	£600	

SOLD

SOLD

Please provide details of the main contact regarding all aspects of your Promotional Booking:

Title:		Email:	
Full Name:		Telephone:	
Job Title:		Mobile:	
Company:			
Address:			
		Postcode:	

Website:		Signature:	
<p><i>PLEASE NOTE: The completed Terms & Conditions form (Part 3 over the page) must be signed & returned with your booking form to info@cmsuk.org An appropriate invoice will then be raised. Booking of a specific stand space as per the floor plan, will only be confirmed upon receipt of full payment of the invoice. For enquiries please call: 0333 2070755</i></p>			
Company:		Signed:	

Promotional Opportunities Booking Form – Part 4 of 5

EXHIBITION & SPONSORSHIP TERMS & CONDITIONS

By registering for this event, you are agreeing to the following terms and conditions:

General

- In these terms and conditions, the Case Management Society UK is referred to as CMSUK.
- All bookings are subject to the final approval of the Chair of the CMSUK Events Committee. CMSUK reserves the right to terminate a booking in those circumstances where the Chair does not grant approval of a sponsor or exhibitor.

Payment

- CMSUK will not be bound by any price quoted on the telephone.
- CMSUK will not reserve any exhibition spaces, sponsorship bookings, or dinner dance tickets until payment has been received. All are sold on a first-come, first-served basis.

Cancellations

- All cancellation requests must be received in writing.
- Refunds may be issued for exhibitors subject to the following notice periods:
 - 13 weeks or more – 100% of the package price
 - 9-12 weeks – 75% of the package price
- CMSUK is unable to offer any refunds for cancellations for exhibition spaces, made with eight weeks' notice or less.

Exhibition and floor space

- Each exhibiting/sponsoring company may only have two representatives present within the conference & exhibition area at any one time, unless otherwise booked and paid for as conference delegates.
- Exhibition spaces may not be shared between companies.
- Exhibitors shall not sublet or assign any part of the space allotted, nor grant licenses in respect thereof without CMSUK's prior consent.
- The exhibition stand must only advertise the company that has been stated on the booking form, and which has been granted the approval of the CMSUK Events Committee Chair.
- Standard exhibition spaces measure 3 metres by 2 metres. The stand must not exceed these measurements in any way. Failure to keep within the space available may result in all or part of the exhibition stand being removed.
- A small number of 6 metre x 4 metre stands are available for an additional charge. The stand must not exceed these measurements in any way. Failure to keep within the space available may result in all or part of the exhibition stand being removed.
- CMSUK reserves the right to alter or re-plan the layout of the exhibition and agrees to advise those affected in a reasonably timely manner.
- CMSUK will provide a clothed trestle table, two chairs and power for each exhibition space. Any other equipment must be provided by the exhibiting company.
- All exhibition stands must be set up in the allocated space as per their booking and the CMSUK floor plan. Failure to set up correctly may result in the stand being dismantled and moved without prior notification.
- All exhibition stands must remain operational and not dismantled until after the afternoon refreshment break on the second day (15th March 2024).
- CMSUK reserves the right to refuse any future bookings from sponsors or exhibitors who arrive late, dismantle their stand early or otherwise infringe any rules notified by CMSUK to exhibitors and/or sponsors.

19. CMSUK accepts no responsibility whatsoever for the safety, loss or damage of any property including exhibitions stands that may need to be dismantled by CMSUK.
20. CMSUK accepts no responsibility for the welfare of any staff, contractors or other persons.

Delegate Passes

21. The two Exhibitors attending with the stand are entitled and invited to attend all aspects of the conference as delegates and as such will receive a delegate pack and are included in all catering breaks including lunch which will be offered to Exhibitors up to half hour before the programmed lunch time to ensure their stands can be fully manned during this period.

Dinner Dance

22. Where Dinner Dance attendance is not included within the Sponsor package, tickets can be purchased separately if required and on an as required, first-come first-served basis and charged at the standard price.