



### **XVI International Congress of Acarology Sponsorship Prospectus**

You are invited to participate at the XVI International Congress of Acarology held from the 1st until the 5th of December 2022 at Auckland University through sponsorship and/or exhibition. Over 250 delegates from around the world are expected to attend this exciting congress of acarology, which will feature dynamic keynote presentations from world-leading researchers, each setting the scene for the concurrent symposia, concurrent sessions and poster presentations that will complete the program.

We are offering a limited number of Congress sponsorship opportunities designed to deliver maximum exposure for the sponsors throughout the promotion of the Congress, and during the Congress itself. Some of the sponsorship benefits will be:

- publicity and professional association with the Congress;
- target marketing;
- distribution of agency/organisation/company profile and services; and
- strengthening your corporate image within the area of acarology.
- Promote your company, products, and services to hundreds of delegates all under one roof at one time, as well as virtual attendees
- Interact with delegates face-to-face

If your agency/organisation/company would like to participate in XVI International Congress of Acarology as a sponsor, please fill out the below form and email [ica2022@auckland.ac.nz](mailto:ica2022@auckland.ac.nz) with your organisation background and preferred sponsorship level to apply.

Sponsorship levels are detailed below. These packages can be tailored to meet individual sponsorship requirements so please feel free to discuss your sponsorship priorities with us, including alternative support, such as sponsoring a social function, student travel grant or best paper prizes.

<https://ica2022.acarology.org/>

### **Platinum \$17,000.00**

Sponsor will be identified as a Platinum sponsor of the Congress and will be entitled to:

- Six complimentary full registrations to the Congress
- Company / Organization banner in plenary theatre throughout Congress (free standing banner to be supplied by your Company / Organization)
- One exhibition package, double sized, with first priority placement in exhibition hall
- Company / Organization logo on the front page of the Congress handbook
- Up to two promotional items or pieces of literature included in the delegate satchels (to be provided by the Sponsor).
- One page advertisement in the Congress handbook (full colour artwork to be supplied by your Company / Organization at a size to be specified)
- Company / Organization logo on most pages of the Congress website hyperlinked to Company / Organization website
- Full list of delegates to be supplied at the Congress

### **Gold \$8,500**

Sponsor will be identified as a Gold sponsor of the Congress and will be entitled to:

- Four complimentary full registrations to the Congress
- One exhibition package, second priority placement in exhibition hall
- One promotional item or piece of literature included in the delegate satchels (to be provided by sponsor).
- One page advertisement in the Congress handbook (full colour artwork to be supplied by your Company / Organization at a size to be specified)
- Company / Organization logo on Congress website hyperlinked to Company / Organization website (two places)
- Full list of delegates to be supplied at the workshop

## **Silver \$4,250**

Sponsor will be identified as a Silver sponsor of the Congress and will be entitled to:

- Two complimentary full registrations to the Congress
- One exhibition package, with third priority placement in exhibition hall
- One promotional item or piece of literature included in the delegate satchels (to be provided by sponsor).
- Half page advertisement in the Congress handbook (full colour artwork to be supplied by your Company / Organization at a size to be specified)
- Company / Organization logo on Congress website hyperlinked to Company / Organization website (one place)
- Full list of delegates to be supplied at the workshop

## **Bronze \$2,500**

Sponsor will be identified as a Bronze sponsor of the Congress and will be entitled to:

- One complimentary full registration to the Congress
- One exhibition package, with fourth priority placement in exhibition hall
- Third page advertisement in the Congress handbook (full colour artwork to be supplied by your Company / Organization at a size to be specified)
- Company / Organization logo on Congress website hyperlinked to Company / Organization website (one place)
- Full list of delegates to be supplied at the Congress

## **Terms and Conditions**

The following terms and conditions apply to Your application to sponsor and/or exhibit:

**You/Your** – Sponsoring / Exhibition company/organisation.

**We/Us/Our** – Event Services, The University of Auckland (acting as agent for the conference local organising committee and International Congress of Acarology).

By returning the completed and signed Application to Sponsor or Exhibit form you agree to be a sponsor of International Congress of Acarology from **1 – 5 December 2022** on the terms and conditions set out below, from the date that the Application Form is signed by You until the end of the Event Period.

We reserve the right to refuse or deny any application. When Your application has been received and is accepted by Us, We will send You email confirmation and attach an invoice for the total payment amount (as recorded on the Application Form). Our confirmation email amounts to an acceptance by Us of Your offer to sponsor. Once We confirm acceptance of Your application, there is a binding agreement between You and Us unless cancelled in accordance with these terms and conditions.

Your requested category of sponsorship may be limited to a certain number of sponsors and preference will be determined in order of receipt of the signed Application Form and payment. The event secretariat will notify You if You are unable to participate in Your requested category.

The Principal shall have control over selecting the invitees to the event and the selection of any speakers, presenters or authors.

Details of the event may change without notice. Please refer to the event website for the latest information.

### **General**

You will be informed of all deadlines for the provision of information or materials by way of email updates and updates to the event website. The deadlines for delivery or supply of materials, information or artwork are not negotiable. If materials, information or artwork required from You are not received by Us 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.

Due to privacy legislation, We cannot guarantee the inclusion of all event participants' details on any delegate list.

Sponsors and exhibitors are not entitled to entry into the event sessions or social events, unless the relevant tickets are offered as part of the particular sponsorship package. Sponsors and exhibitors who do not hold tickets as part of their sponsorship package and who wish to attend the event as a delegate must complete the appropriate registration form online and pay the applicable registration fee.

### **Finance**

All prices include GST and are quoted in New Zealand Dollars.

The total payment must be made in full within thirty (30) working days of the date of our invoice.

Sponsorship entitlements as set out in the relevant sponsorship prospectus will not commence until the total payment has been received in full.

If the total payment is not received within thirty (30) working days of the date of our invoice, We reserve the right to cancel

the application and the designated sponsorship/exhibition space may be reassigned.

If You pay by electronic funds transfer or an international cheque You agree to pay any bank charges and must include these in the amount You transfer.

### **Cancellation**

You may only cancel the sponsorship arrangement within the period of five (5) days of receiving confirmation from Us. Cancellations may only be made in writing and must be forwarded to Event Services, The University of Auckland. In the event of cancellation by You, You agree to pay an administration fee of \$250. For the avoidance of doubt, if You cancel the sponsorship arrangement, We will not be obliged to provide any of the sponsorship entitlements to You, and no refunds of sponsorship will be made by Us for cancellations received by Us outside of the above permitted cancellation period.

We have the right to postpone or cancel the event and cancel this sponsorship agreement and shall not in any circumstances be liable for costs or losses resulting from such delay or cancellation.

### **Liability**

You assume entire responsibility and hereby agree to protect, indemnify, defend and hold Us harmless against all claims, losses and damages to persons or property, government charges, or fines and legal fees arising from or caused by Your installation, removal, maintenance, occupancy or use of the event venue or a part thereof, except to the extent that such liability is caused by the negligence of the event venue, its employees and agents.

Without limiting the above provision, You are responsible for any reasonable costs of repairing Your designated exhibition space or the event venue should You paint, mark or damage any fixtures or fabric.

You are also solely responsible for any physical loss or damage to Your own property while that is located at the event.

We will not be liable for and make no guarantee of the number of visitors to the event.

We will not be accountable for the level of commercial activity generated for You or any other person.

You acknowledge that the University of Auckland is acting as agent for the Principal and that these terms and conditions are for the benefit of and enforceable by the University of Auckland and the Principal.

### **Exhibitors**

You must only exhibit products sold or supplied, or services rendered by You. You may not assign, share, sub-let, or grant licences for the whole or part of Your designated exhibition space without prior approval from Us.

We reserve the right to rearrange the floor plan and/or relocate any exhibit without notice. We will not discount or refund for any facilities not used or required.

The general exhibition space will have a surface that allows for velcro fastenings. No cementing, nailing, tacking, taping or attaching of any material to the floor, walls or columns is permitted.

We reserve the right to ask You to remove any display items We deem as unacceptable, and if We do so You agree to promptly comply with Our request.

During the event hours, a representative from Your company/organisation must staff Your exhibit at all times.

You must conduct business only from within the confines of Your designated exhibition space and must ensure that Your representatives and employees do not tout, or place any material, outside of Your designated exhibition space in a manner that obstructs the aisles. You must ensure that You and Your representatives comply with all relevant laws and with all policies relating to the event.

All material used in the event venue and/or exhibitor's space must conform to all appropriate regulations that We notify to You.

You shall not commence dismantling or packing product before the end of the final coffee break on the last day of the event. We will not be held responsible for any items left behind, including where remaining items are discarded by Us or any other person.

You hereby waive and abandon any right to claim specific performance of any obligation of Us now or henceforth.

### **Print entitlements**

Your logos and/or company/organisation name will be reproduced in the event colour/s, full colour, or mono, at our discretion. All logos must be at least 300 DPI at 100% in EPS (preferred for print) and JPEG (preferred for website) format.

No print or web recognition will be given unless payment terms have been met.

### **No animals**

No animals are permitted within University of Auckland buildings. Guide dogs for the visually impaired are the only exception.

### **Privacy statement**

Your name and contact information, including electronic address, may be used by parties directly related to the event (such as the Principal, other organisers, and approved stakeholders) for related purposes such as promotion, networking, and administration related to this event and future events of this type. You may decide the extent of any personal information disclosed to Us but Our ability to provide the sponsorship entitlements may be limited if You withhold requested information.

# Application to Sponsor or Exhibit

Company/Organisation	
Contact Name	
Address	
City	Country
Phone	Fax
Email	

I/we would like to take up the following:

<input checked="" type="checkbox"/>	Level	Investment
<input type="checkbox"/>	Platinum Sponsorship	\$17,000.00
<input type="checkbox"/>	Gold Sponsorship	\$8,500.00
<input type="checkbox"/>	Silver Sponsorship	\$4,250.00
<input type="checkbox"/>	Bronze Sponsorship	\$2,500.00

All prices include GST.

Other (please state)

I/We accept the terms and conditions of undertaking a sponsorship and or exhibition package International Congress of Acarology

I/We understand that the sponsorship level or exhibition will be distributed according to interest and strictly in order of application and payment.


## Payment Details

Total to pay \$
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- Please send me a tax invoice for direct credit payment
- I wish to pay with credit card please send a tax invoice along with a link for payment

Please return completed forms to:

Ashley Astells  
Event Services – The University of  
Auckland  
Email: [ica2022@auckland.ac.nz](mailto:ica2022@auckland.ac.nz)

