



Australian
Music
Therapy
Association

**AMPLIFY
INTEGRATE
EVOLVE**

THE VOICES OF MUSIC THERAPY



VIRTUAL PDS

Saturday 9 October 2021

VIRTUAL CONFERENCE

16 - 17 October 2021

www.austmtaconference.com.au

SPONSORSHIP PROSPECTUS

SPONSORSHIP OPPORTUNITIES

Tailored packages are also available and we encourage those with interest in sponsorship to contact:

Catherine Vesic

Social, Marketing and Sponsorships Coordinator

Email: catherinevesic@gmail.com

Please note that all pricing is in AUD and inclusive of GST.

Platinum Sponsorship \$3,300

- Company logo on Conference website as Platinum Sponsor with link to company URL
- Company logo displayed on Virtual Conference Platform portal header
- Company logo displayed on Conference sponsor's slide
- Exclusive sponsorship of a Keynote Session
 - Opportunity to speak at Keynote Session for up to 5 minutes or play pre-recorded video at commencement of session
 - Company logo displayed on all keynote session information
 - 200 word dedicated email communication to attendees post the keynote session
- Company logo, 200 word overview and up to two PDF documents available in the virtual exhibition
- Delegate list one week prior to the Conference (subject to Australian Privacy Laws)

Gold Sponsorship \$2,200

- Logo on Conference website as Gold Sponsor with link to company URL
- Company logo displayed on Virtual Conference Platform portal
- Company logo displayed on Conference sponsor's slide
- Exclusive sponsorship of a program session (concurrent)
 - Opportunity to speak at program Session for up to 3 minutes or play pre-recorded video at commencement of session
 - Company logo displayed on all session information
 - 100 word dedicated email communication to attendees post the program session
- Company logo, 100 word overview and one PDF documents available in the virtual exhibition
- Delegate list one week prior to the Conference (subject to Australian Privacy Laws)

Silver Sponsorship \$1,100

- Logo on Conference website as Silver Sponsor with link to company URL
- Company logo displayed on Virtual Conference Platform portal
- Company logo displayed on Conference sponsor's slide
- Company logo, 100 word overview and one PDF documents available in the virtual exhibition
- 100 word sponsor profile email communication to attendees prior to conference (not exclusive)
- Delegate list one week prior to the Conference (subject to Australian Privacy Laws)

INDIVIDUAL ITEMS

Gold Advertiser Package \$880

- Logo on Conference website with link to company URL
- Company logo displayed on Virtual Conference Platform portal
- Company logo displayed on Conference sponsor's slide
- Company logo, 100 word overview, one pdf document and link to company URL available in virtual exhibition

Silver Advertiser Package \$550

- Logo on Conference website with link to company URL
- Company logo displayed on Virtual Conference Platform portal
- Company logo displayed on Conference sponsor's slide
- Company logo, 50 word overview and link to company URL available in virtual exhibition

Bronze Digital Advertiser Package \$250

- Logo on Conference website with link to company URL
- Company logo displayed on Virtual Conference Platform portal
- Company logo displayed on Conference sponsor's slide

Virtual Social Event Sponsor – contact if interested

This year, we are planning to host an interactive virtual social event, in collaboration with the AMTA state branches. The event will be held on Saturday 9th October, following the PDS. Event sponsors can nominate the dollar amount or in-kind contribution, as well as the state branch/es they would like to support.

Conditions of Payment

100% of the total sponsorship amount will be due upon confirmation of your sponsorship. Failure to pay outstanding invoices by due dates may result in your sponsorship item being released again for sale.

Sponsorship Applications and Conditions

Sponsorship applications must be received on the official Application Contract Forms. A tax invoice will be issued upon receipt of this application form. The Sponsorship Application Form is located at the back of this prospectus.

- Full payment of invoiced amounts must be made within fourteen days from date of invoice.
- Sponsorship will not be assigned without a signed application and full payment upon receipt of invoice
- The Organisers reserve the right at their total discretion to decline any application
- All payments must be made in Australian Dollars. See payment details on application form
- If the full payment is not received, the Conference Organiser has the right to review the Sponsorship commitment and withdraw the application

Sponsorship Cancellation Policy

In exceptional circumstances the Organisers will be prepared to consider cancellation of the contract with a Sponsor, but only if the following conditions are complied with:

- That the request for cancellation is submitted in writing
- That the reason given for the cancellation is, in the opinion of the Organiser, well founded
- That the Sponsor agrees that the Organisers shall retain 10% of the contract price if the cancellation is accepted more than six months before the Conference, 50% of the contract price if the cancellation is accepted between four and two months prior to the Conference and 100% of the contract price of the cancellation is accepted within two months of the Conference
- Cancellation will not be considered if the Organisers deem that sponsorship entitlements have already been provided prior to the submission of cancellation

SPONSORSHIP FORM



VIRTUAL PDS
Saturday 9 October 2021
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PERSONAL DETAILS

Please note all correspondence including invoices will be sent to the contacts supplied below.

Company name (for invoicing purposes) _____

Contact Person (for invoicing purposes) _____

Email _____

Company name (for marketing purposes) _____

Contact Person (for organising purposes) _____

Position _____

Email _____

Telephone _____ Fax _____

Address _____

State _____ Postcode _____ Country _____

Website _____

SPONSORSHIP OPPORTUNITIES

Please tick appropriate box. All sponsorship prices are in Australian dollars and are inclusive of GST.

Sponsorship Opportunities

- | | |
|---|---------|
| <input type="checkbox"/> Platinum Sponsorship | \$3,300 |
| <input type="checkbox"/> Gold Sponsorship | \$2,200 |
| <input type="checkbox"/> Silver Sponsorship | \$1,100 |

Individual Items

- | | |
|---|-------|
| <input type="checkbox"/> Gold Advertiser | \$880 |
| <input type="checkbox"/> Silver Advertiser | \$550 |
| <input type="checkbox"/> Bronze Digital Advertiser | \$250 |
| <input type="checkbox"/> Virtual Social Event Sponsor | \$ |

Sponsorship Opportunities

- ☐ Please contact me about sponsoring the PDS for a small additional amount. \$ _____
- ☐ Please contact me about a customised sponsorship package. _____

METHOD OF PAYMENT

Please tick appropriate box.

- ☐ I wish to pay by bank transfer. Bank details will be supplied on your tax invoice issued with confirmation.
- ☐ I wish to pay by credit card. You will be sent a link via email to complete your payment.

Declaration: I have read and accept the terms & conditions with this form and wish to become a sponsor at AMTA2021.

I agree to sponsor for a total of \$ AUD _____ including GST for the items selective above.

Signature _____ Date _____

Application forms may be emailed to the contact listed below. A tax invoice will be sent upon receipt of your application form.

Forward completed application forms and enquiries to: Catherine Vesic, Social, Marketing and Sponsorships Coordinator
Email: catherinevesic@gmail.com

CONTRACTING TERMS AND CONDITIONS - VIRTUAL

The Contract

1. The term "Organiser" refers to ICMS Australasia Pty Ltd and includes associations, corporate and government bodies who have engaged ICMS Australasia Pty Ltd as their representative.
2. The term "Exhibitor" or "Sponsor" includes any person, firm, company or corporation and its employees and agents identifies in the Application Form or other written request for exhibition space.
3. A "contract" is formed between the Organiser and Sponsor/Exhibitor when the Organiser accepts the signed Application Form and/or receives initial payment.
4. The Organiser may cancel the contract at their discretion if the agreed deposit is not received within 14 days of lodging the Application Form. Additionally the Organiser reserves the right to cancel the contract by returning the deposit within 14 days of receipt.

The Application

5. An official Exhibition Application Form or written confirmation must be received to reserve the space or sponsorship item.
6. The Organiser reserved the right to refuse application or prohibit any Sponsor or Exhibitor from participation without assigning a reason for such refusal or prohibition.

Obligations and Rights of the Organiser

7. The decision of the Organiser is final and decisive on any question not covered in this contract.
8. The Organiser agrees to hold the virtual event/exhibition however, reserves the right to postpone the virtual event from the set dates to hold the exhibition on other dates as near the original dates as possible, utilising the right only when circumstances necessitate such action and without any liability to the Organiser.
9. The Organiser will take all diligent care to fulfil the sponsorship and exhibition commitments as outlined in the Sponsorship & Exhibition Prospectus.
10. The Organiser agrees to promote the event/exhibition to maximise participation as outlined in the prospectus
11. The Organiser agrees to allocate the Exhibitor a virtual exhibition space as close as possible to their desired location.
12. The Organiser reserves the right in unforeseen circumstances to amend or alter the exact site of the location of the virtual stand and the Exhibitor undertakes to agree to any alteration to the site or the space re-allocated by the Organiser.
13. The Organiser reserves the right to alter any aspect of the Program without notice.
14. The Organiser reserves the right to change or add to the virtual exhibition floor layout if necessary.
15. The Organiser is responsible for the control of the virtual exhibition area only.

16. The Organiser may shorten or lengthen the duration of the exhibition and alter the hours during which the exhibition platform is open.
17. The Organiser agrees to provide the Exhibitor with an Exhibition Manual prior to the exhibition for the purpose of communicating required actions on the part of the Exhibitor.
18. The Organiser may refuse without limitation to permit activity within the virtual exhibition or may require cessation of particular activities at their discretion.
19. The Organiser reserves the right to disapprove the content and presentation of the Exhibitor virtual catalogues, acknowledgements and downloads with respect to the exhibition.
20. If an organisation is found to not align their values with that of the Host Organisations, this may result in cancellation of your Sponsorship/Exhibition Package.
21. The Organiser will not be liable and makes no guarantee of the number of visitors to the platform /exhibition. Equally the Organiser will not be accountable for the level of commercial activity generated.

Obligations and Rights of the Virtual Sponsor/ Exhibitor

22. The Sponsor/Exhibitor must ensure that all accounts are finalised and paid prior to the commencement of the virtual event.
23. The Exhibitor must make every effort to maximise promotion and commercial benefits of participating in the virtual exhibition.
24. Exhibitors and Sponsors are responsible for providing the information and/or artwork required by the Organisers by the due dates requested by the Organiser.
25. All exhibition space holders must register officially and attendance in the virtual platform will not occur unless the attendee is registered.
26. The Exhibitor must comply with all directions/requests issues by the Organiser including those outlined in the Exhibition Manual.
27. All promotion must be conducted from your Virtual Exhibition space or the virtual networking areas.
28. All organisations are expected to conduct their business in a professional, ethical manner and any breach will result in immediate cancellation of the Sponsorship/Exhibition package.
29. No exhibitor shall sublet, share, assign or apportion part of all of their booked virtual space expect upon written consent from the Organising Committee.

Payment & Cancellation

30. The Sponsor/Exhibitor has seven (7) days in which to make their final payment when it falls due. After this time the space or package will be available for sale to another company. All deposits paid will automatically be forfeited and NO refund will be made. NO exhibitor shall occupy allocated exhibition space until all monies owing to the Organiser by the Exhibitor are paid in full.
31. Withdrawal – if the Sponsor/Exhibitor withdraws their commitment they will be liable for the following payments in accordance with the below:
 - a. 12 months or more to the first day of the exhibition – 75% refund on sponsorship and exhibition amount
 - b. 6-12 months prior to the first day of the exhibition – 50% refund on sponsorship and exhibition amount
 - c. Less than 6 months prior to the first day of the exhibition – No refund on sponsorship and exhibition amount
 - d. If notice of cancellation is received and full payment for funds owing has not been received, the Exhibitor will be invoiced for the difference to satisfy the above and below cancellation and refund policy. Payments must be made within 7 days of receipt of invoice.
32. Cancellation – if the event is cancelled due to unforeseen circumstances, the Organiser will not be liable to the Exhibitor for any loss incurred by the Sponsor or Exhibitor as a result of the cancellation, however all monies paid for any sponsorship and exhibition will be refunded.
33. Rescheduling – if the event is rescheduled for any reason and the Sponsor or Exhibitor does not wish to participate in the virtual exhibition at the rescheduled dates, the Organiser will not be liable to the Exhibitor for any loss incurred by the Exhibitor as a result of the rescheduling, and the Exhibitor will only be liable for 25% of the total sponsorship and exhibition cost with the remaining funds being refunded.
34. Virtual booth availability may be limited or restricted and allocations and available quantities will be advised upon processing your application.

*Terms and Conditions of Contract reviewed
September 2020*