



LOCAL GOVERNMENT SUPERVISORS ASSOCIATION OF WA Inc.

**presents the
13th ANNUAL WA WORKS AND PARKS
STATE CONFERENCE**

**Thursday 12th & Friday 13th August 2010
at the Novotel Swan Valley Vines Resort**

CONFERENCE SPONSORSHIP DETAILS

The attached information is provided for prospective sponsoring companies or identities interested in participating in the 2010 Conference.

The Conference Committee is presenting a package that shows value for money again this year, by not raising the costs for Sponsors or Exhibitors who wish to take up a booth or a bay, as special thanks to all our supporters. We continue to hold a deep commitment to achieving excellence in our conference trade display, which is now a major component of the overall conference experience for the delegates. (We also remain committed to increasing the number of delegates but the problem of distance remains for many who would like to attend – however, the Supervisors' network works very well, even if the physical presence is not available!)

It is intended that the Conference will provide professional development, discussion on points of joint interest, interaction with both old and new delegates and sponsors, and a relaxed environment in which to display products and services. We believe that the Trade Exhibition continues to offer both sponsors and delegates the opportunity to learn from each other while attending this event, as do the various presentations.

It is hoped that while reading through the information supplied, you will decide to take up one or more of the available packages on offer to you. If you would like to discuss further any of the items included in the following information, please feel free to call me, as nominated below.

The Committee thanks you for considering attendance at our Conference and we look forward to renewing friendships, as well as forging new links in 2010 at The Novotel Swan Valley Vines Resort, Verdelho Drive, The Vines.

Yours sincerely, *Shirley Barnes (on behalf of the Conference Committee)*

Please note: The Conference Committee does NOT make Accommodation reservations. Accommodation is available at the Novotel Swan Valley Vines Resort, with various options and levels of cost, and each person is responsible for making their own arrangements. Information is available on the LGSA website and please forward your accommodation requests directly to the Vines. Note: There are Conference discounts available if you advise the Resort that you are part of the event

Shirley Barnes, Conference Coordinator

Enquiries: Phone: 9277 9538 Fax : 9477 6927 mobile: 0419 859 269

e-mail: admin@lgsa.com.au

Please return completed registration forms as shown above, by email.

Payments to be sent to: LGSA of WA Inc., PO Box 7103, Eaton, WA. 6232



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OVERVIEW OF INFORMATION RE 2010 CONFERENCE

Venue:

Novotel Swan Valley Vines Resort
Annual Golf Day: 11th August 2010
Conference: 12th And 13th August 2010
One technical tour will be part of the program and the participation of sponsors and exhibitors is welcomed in this event.

Fees:

Member Delegate - \$698.00, Member Delegate, 1 day - \$418.00
Retired Member 2 Days - \$385.00
Non Member Delegate - \$808.00, Non Member Delegate 1 day - \$500.00
Extra Dinner Tickets (including Pre Dinner Drinks) - \$99.00
Extra Lunch tickets - \$79.00, Extra Breakfast Tickets - \$44.00

Trade Exhibitors and Sponsors:

Sponsorship One Study Award - \$2,500.00
Gold Sponsor - \$5,000.00
Platinum Sponsor - \$3,500.00
Sponsor Lunch, Day 1 or Day 2 - \$3,000.00
Sponsor Breakfast, Day 2 - \$2,500.00
Sponsor Morning Tea, Day 1 or Day 2 - \$1,000
Sponsor Afternoon Tea, Day 1 - \$2,500.00
Sponsor Pre-Dinner Drinks - \$750.00
Sponsor Entertainment Conference Dinner - \$2,500.00
Sponsorship Combined Technical Tour/Afternoon Tea - \$2,500.00
Conference Satchels Sponsor - \$2,500.00 (name and logo on satchel)
Inside Exhibition Booth - \$924.00 (inc. power and some furniture)
Exhibition Machinery Bay - \$715.00 (outside – no power/no cover provided)
For Provision of Company items in Satchels - \$250.00

The above fees are now confirmed. Booths and bays are similar in size to previous years, with the booths located in the large marquee adjacent to the seminar area where morning / afternoon tea and lunches will be served. The overall available booth space is limited, so please be aware of this and register your interest as soon as possible in writing, on the attached form. The bays will be surrounding that marquee.

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Please read carefully!

- ❖ One only Conference Satchel will be presented to each Company taking up a sponsorship/exhibitor package at this Conference.
- ❖ Morning and afternoon teas, lunches and Conference Dinner tickets are part of the designated sponsorship packages as shown below.
If additional meal tickets are required, they will be charged at the following rate:
 - Additional Breakfast tickets available at \$44.00 (GST Inc)
 - Additional Lunch tickets available at \$79.00 (GST Inc)
 - Additional Dinner tickets available at \$99.00 (GST Inc)
 - Additional Conference satchels available at \$55.00 (GST Inc)
- ❖ Some sponsorship packages may be available for a “split sponsorship”. To discuss this further, please contact the Conference Coordinator as shown.
- ❖ For ALL sponsors taking up a package for a ‘Display Booth’: the booth is provided with 3 walls (which are also display areas) plus a fascia board identifying your company, a table and 2 chairs, plus power. You will be contacted by Advans (our infrastructure specialists) prior to the Conference, for specific details of your requirements, and please respond to them ASAP.
- ❖ For ALL sponsors who take up a ‘Display Bay’ package: please be aware that you may need to provide a small tent or other covering, which fits within the limits of the space allocated to you. (Contact details of tent providers are available from the Co-ordinator.)
- ❖ The following times are potentially to ‘set up and knock down’, but they will be confirmed nearer to the Conference:
 - Set up time is from 8.00am on the Wednesday 11th August 2010 or
 - Set up time is from 8.00am on Thursday 12th August 2010
 - Knock down time is from approximately 1pm on Friday 13th August 2010
(*To be all cleared away by 3.00pm at the latest, on Friday*)
- ❖ Once a sponsor/exhibitor has accepted a specific package, a ‘Sponsorship Agreement Form’ and a ‘Tax Invoice’ will be sent (*total package cost indicated in the attached appropriate sponsorship package*). It would be appreciated if the ‘Tax Invoice’ is paid as soon as possible, once received, so your site may be confirmed and your company logo included in pre-Conference publicity.

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GENERAL CONFERENCE SPONSORSHIP DETAILS

STUDY AWARD SPONSOR

(includes naming the award after the sponsor for that year)

(Award may be split between two sponsors, with benefits split accordingly)

**Note: Confirmation in writing of this sponsorship must be received
by the COB Friday, 28th May 2010, for full recognition**

- ✓ Company Name on Official Program
- ✓ Company Name on registration sheet in satchels
- ✓ Presentation to be made by company official at Conference Dinner to award winner/s
- ✓ Opportunity to make Company Presentation or have short message included on LGSA website
- ✓ Company flier in satchel (*to be supplied by sponsor*)
- ✓ Pre-Dinner Drinks & Dinner for 1 company official & partner included (*2 people*)

Potentially, 2 awards @ \$ 2,500.00 (each GST inclusive)

I agree with the package and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated, ASAP.

Note: If the person signing this agreement is not the future liaison person, please indicate this below and provide relevant contact information.

Name: (*Please print*).....

Company: (*Please print*).....

Postal Address: (*Please print*)

Signed: Date:.....

Office Phone No:..... Fax:.....

Mobile phone no: E-mail:.....

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CONFERENCE SPONSORSHIP DETAILS

GOLD SPONSOR

**Note: Confirmation in writing of this sponsorship must be received
by the COB Friday, 28th May 2010**

- ✓ Major Conference recognition – (Company name on all Conference literature before, during and following Conference for 6 months.)
- ✓ Company involvement to be noted on LGSA web site page for the Conference, and for the following 12month period. (Logo to be provided by company)
- ✓ Space allocated for short message in ACCESS (members' magazine)
- ✓ Company Name on registration sheet in Conference satchels
- ✓ Company flier in satchels (to be supplied by sponsor)
- ✓ One person from Major Sponsor may sit on the Conference Committee (if desired)
- ✓ Conference Registrations for 2 people (optional)
- ✓ Morning and Afternoon tea for 4 people included, on both days
- ✓ Luncheon included for 4 people, on both days
- ✓ Breakfast Day 2 included for 4 people
- ✓ Pre-Dinner Drinks & Dinner for 4 company officials & partners included (8 people in all)
- ✓ Pre-Conference Golf Day included for 2 company officials (Wednesday 11th August)
- ✓ 2 Display Booths or 2 Machinery Display Bays

\$5,000.00 (GST Inclusive)

(This sponsorship may be split between two sponsors: above benefits split accordingly)

I agree with the package as indicated above and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated, ASAP.

*Note: If the person signing this agreement is not the future liaison person,
Please indicate this below and provide relevant contact information.*

Name: (Please print)

Company: (Please print).....

Postal Address: (Please print)

Signed: Date:.....

Office Phone No: Fax:.....

Mobile phone no: E-mail:.....

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PLATINUM SPONSOR

**Note: Confirmation in writing of this sponsorship must be received
by the COB Friday, 28th May 2010**

- ✓ Company Name on Official Program and other literature during Conference and wherever possible during following 6 months, including on LGSA website
- ✓ Space allocated for short message in ACCESS (members' magazine)
- ✓ Company Name on registration sheet in satchels
- ✓ Company flier in satchels *(to be supplied by sponsor)*
- ✓ Company banner to be displayed at Conference Venue *(to be supplied by sponsor)*
- ✓ Conference Registrations for 2 people *(optional)*
- ✓ Morning and Afternoon tea for 2 people included on both days
- ✓ Luncheon included for 2 people on both days
- ✓ Breakfast Day 2 included for 2 People
- ✓ Pre-Dinner Drinks & Conference Dinner for 2 company officials & partners included *(4 people in all)*
- ✓ Pre-Conference Golf Day included for 1 company official *(Wednesday 11th August)*
- ✓ 1 Display Booth **or** 1 Machinery Display Bay

\$3,500.00 (GST Inclusive)

(This sponsorship may be split between two sponsors: above benefits split accordingly)

I agree with the package as indicated above and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated, ASAP.

Note: If the person signing this agreement is not the future liaison person, please indicate this below and provide relevant contact information.

Name: *(Please print)*.....

Company: *(Please print)*.....

Postal Address: *(Please print)*.....

Signed: Date:.....

Office Phone No: Fax:.....

Mobile phone no:..... Email:.....

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DAY 1 or DAY 2: MORNING TEA SPONSOR

**Note: Confirmation in writing of this sponsorship must be received by
the COB Friday, 28th May 2010, for full recognition**

- ✓ Company Name on Official Program
- ✓ Opportunity to make Company Presentation during designated day or for short message to be included on LGSA website
- ✓ Company Name on registration sheet in satchels
- ✓ Morning Tea Day 1 or 2 for 2 Company Staff Officials included

\$1000.00 (GST Inclusive)

DAY 1 or DAY 2: LUNCH SPONSOR

**Note: Confirmation in writing of this sponsorship must be received
by the COB Friday, 28th May 2010, for full recognition**

- ✓ Company Name on Official Program
- ✓ Luncheon Day 1 or Day 2 for 4 Company Staff Officials included
- ✓ Company Name on registration sheet in satchels
- ✓ Company banner to be displayed at Conference Lunch Day *(to be supplied by sponsor)*
- ✓ Company flier in satchel *(to be supplied by sponsor)*
- ✓ Opportunity to make Company Presentation during tour or short message included on LGSA website

\$3,000.00 (GST inclusive)

I agree with the package as circled above, i.e. either Item 1 or 2 plus nominated day, and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated, ASAP.

Note: If the person signing this agreement is not the future liaison person, please indicate this below and provide relevant contact information.

Name: *(Please print)* Company: *(Please print)*

Postal Address: *(Please print)*

Signed: Date:

Contact Phone: E-mail:

Mobile phone no: Fax:

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DAY 1: TECHNICAL TOUR/AFTERNOON TEA SPONSOR

(This sponsorship may be split between two sponsors, with benefits split accordingly)

- ✓ Company Name on Official Program
- ✓ Opportunity to make Company Presentation during tour or short message included on LGSA website
- ✓ Afternoon Tea Day 1 for 2 Company Staff Officials included
- ✓ Company Name on registration sheet in satchels

\$2,500.00 (GST Inclusive)

DAY 2: BREAKFAST SPONSOR

**Note: Confirmation in writing of this sponsorship must be received by
the COB Friday, 28th May 2010, for full recognition**

- ✓ Company Name on Official Program
- ✓ Company Name on registration sheet in satchels
- ✓ Company banner to be displayed at Conference Breakfast Day 2 *(to be supplied by sponsor)*
- ✓ Short Address to delegates at Conference Breakfast Day 2 or for inclusion on the LGSA website
- ✓ Pre-Dinner Drinks & Dinner for 1 company official & partner included *(2 people in all)*
- ✓ Breakfast Day 2 for 2 Company Staff Officials included *(names to be supplied)*

\$2,500.00 (GST Inclusive)

I agree with the package as circled above, i.e. either 1 or 2, and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated, ASAP. *Note: If the person signing this agreement is not the future liaison person, please indicate this below and provide relevant contact information.*

Name: *(Please print)* Company:

Postal Address: *(Please print)*

Signed: Date:

Contact Phone: Fax:

Mobile phone no: E-mail:

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PRE-CONFERENCE DINNER DRINKS SPONSOR

- ✓ Company Name on Official Program
 - ✓ Pre-Dinner Drinks for 1 company official & partner included (2 people)
 - ✓ Conference Dinner for 1 company official & partner (2 people – further tickets may be purchased)
 - ✓ Company Name on Registration sheet in satchels
- \$750.00 (GST inclusive)**

ANNUAL CONFERENCE DINNER: ENTERTAINMENT SPONSOR

(This sponsorship may be split between two sponsors with benefits split accordingly)

- ✓ Company Name on Official Program
- ✓ Company Name on registration sheet in satchels
- ✓ Company banner to be displayed at Conference Dinner *(to be supplied by sponsor)*
- ✓ Short Sponsor's message to be included on LGSA website
- ✓ Company flier in satchel *(to be supplied by sponsor)*
- ✓ Pre-Dinner Drinks & Dinner for 1 company official & partner included (2 people)

\$2,500.00 (GST Inclusive)

I agree with the package as circled above, i.e. either 1 or 2, and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated ASAP.
Note: If the person signing this agreement is not the future liaison person, please indicate this below and provide relevant contact information.

Name: *(Please print)* Company: *(Please print)*

Postal Address: *(Please print)*

Signed: Date:

Contact Phone: Fax:

Mobile phone no: E-mail:

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Package 1 TRADE DISPLAY: Display Booths ('indoors' - undercover)

- ✓ 3m x 2m display booth approximately, with three walls (*suitable for Velcro use*)
- ✓ Company Name placed on fascia to your specific booth
- ✓ Floodlights mounted on fascia (*facing into booth*)
- ✓ 1 Table and 2 chairs (*other items available on request at cost*)
- ✓ 240v Power will be available in each booth
- ✓ Morning/Afternoon Tea is inc. (*only for nominated attendees on each day, maximum of 2 people*)
- ✓ Luncheon is included (*only for nominated attendees on each day, maximum of 2 people*)
- ✓ Conference Dinner is included (*for 1 person – further tickets may be purchased*)
- ✓ Set up time is from 8.00am on Wednesday 11th August 2010
- ✓ Knock down time is from 1pm on Friday 13th August 2010
- ✓ Company Name on registration sheet in satchels

\$924.00 (GST Inclusive)

Package 2 TRADE DISPLAY: Display Bays (outdoors – not under cover)

- ✓ 8m x 5m display bay approximately
- ✓ Name Board for Display on site
- ✓ Morning/Afternoon Tea inc. (*for nominated bay attendees on each day only – max. 2 people*)
- ✓ Luncheon is included (*for nominated bay attendees on each day only - maximum of 2 people*)
- ✓ Conference Dinner is included (*for 1 person – further tickets may be purchased*)
- ✓ Set up time is from 8.00AM on Wednesday 11th August 2010
- ✓ Knock down time is from 1pm on Friday 13th August 2010 (*To be all cleared away by 3.00pm at the latest on Friday*)
- ✓ Company Name on registration sheet in satchels
- ✓ *Table and chairs plus other display items may be available on request. Small tent or other cover, fitting within the allocated space, is responsibility of sponsor.*

\$715.00 (GST Inclusive)

I agree with the package **as circled above, i.e. either 1 or 2**, and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated ASAP. *Note: If the person signing this agreement is not the future liaison person, please indicate this below*

Name: *(Please print)*..... Company:

Postal Address: *(Please print)*

Signed:..... Date:.....

Office Phone:..... Fax:.....

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SACHEL SPONSOR

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- ✓ Company Name and Logo on front of satchels
- ✓ Company Name on Official Program
- ✓ Company Name on registration sheet in satchels
- ✓ Company flier in satchel *(to be supplied by sponsor)*

\$2,500.00 (GST Inc)

EXHIBITORS' SACHEL ITEMS

Note: Confirmation in writing of this sponsorship must be received
by C.O.B. Friday 28th May 2010, for full recognition

This item is open for all sponsors to promote their Goods or Services to the Delegates,
whether or not they are involved in other ways

- ✓ Opportunity for Company flier and/or other such promotional items to be placed in each satchel *(item to be supplied by sponsor)*
- ✓ Company Name on Official Program
- ✓ Company listed on the main "Conference Sponsor's Board"
- ✓ Company Name on registration sheet in satchels

\$250.00 (GST Inc)

I agree with the package and accept that I will be invoiced for the stated amount, upon which I will submit payment as indicated, ASAP.

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Company: *(Please print)*.....

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