

South GP CME 2020

General Practice Conference & Medical Exhibition



Sponsorship & Exhibition Prospectus
Horncastle Arena | Christchurch
13-16 August 2020



About GP CME South

GP CME (General Practice Conference & Medical Exhibition) is run in conjunction with the New Zealand Medical Association. The meeting has a strong reputation for short, sharp and to the point clinical content relevant to daily practice. Each session has 2-3 key ‘take-home’ messages to change clinical behaviour immediately.

The meeting is endorsed for CME and MOPS purposes by the RNZCGP. Approximately 20% of New Zealand’s GP’s attend the GP CME meeting.

South GP CME 2020 anticipates 450-490 GPs, 30-40 RNs and 15-25 Practice Managers.

All General Practitioners, Registrars, Registered Nurses and Practice Managers are invited to attend.

South GP CME 2019 (General Practice Conference and Medical Examination) event has been endorsed by The Royal New Zealand College of General Practitioners (RNZCGP) and has been approved for up to 33 hours CME for General Practice Educational Programme Stage 2 (GPEP2) and Maintenance of Professional Standards (MOPS) purposes.

Workshops Preliminary Day application is for 8 hours of CME

ACLS Level 7 = 12 CME credits

ACLS Level 5 = 4 CME Credits

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Invitation

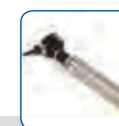
The Medical Exhibition is a major part of the GP CME conferences, and gives delegates access to a wide General Practice product and service update in one location.

The meetings are known for their relaxed and collegial atmosphere amongst delegates and industry participants. The atmosphere is actively encouraged to maximize the benefits for both delegates and exhibitors.

If you are active in the General Practice market, GP CME South provides access to a wide cross-section of practitioners, with clinically relevant content, over a compact time frame. Together with a collegial atmosphere, this meeting is not to be missed.

The following product/service categories have been represented at previous exhibitions:

- | | | | |
|--|--|--|---|
| <ul style="list-style-type: none"> • ADHD • Advisory Services • Allergy • Anaemia • Appearance Medicine • Arthritis • Asthma & COPD • Bedwetting Alarms • Blood Pressure • Books • Books/Medical Information • Cancer • Cardiovascular • Cervical Screening • Cold & Flu • Compression Bandages • Compression Hosiery • Constipation • Depression • Dermatology • Diabetes • Diagnostics • ECG Vital Signs Monitor • Education | <ul style="list-style-type: none"> • Educational Resources • Elder Care • Electromedical Equipment • Electronic Decision Support • Erectile Dysfunction • Fertility • Financial Services • First Aid • Footcare • Furniture/Tables/Plinths • Gastroenterology • Generics • Genetic Testing • Government • Haematology • Hand Hygiene • Hepatitis • HIV/Aids • Hypertension • Immunisations/Vaccines • Incontinence • Infant Nutrition • Infant Sleep • Infection Control | <ul style="list-style-type: none"> • Inflammatory Bowel Disease • Insomnia • Insurance • Kiwisaver • Medical Equipment • Melanoma • Minor Surgical Procedures • Movement Disorders (Parkinsons) • Nasal Decongesant • Nurse Triage • Nutrition • Obesity • Oncology • Ophthalmology • Oral Hygiene • Osteoporosis • Pain Management • Political Advocacy • Practice Management Software • Premature Ejaculation • Professional Health Association • Prostate Cancer • Psoriasis • Pulse Oximetry | <ul style="list-style-type: none"> • Recruitment/Locum Work • Representation • Resuscitation • Risk Prediction • Schizophrenia • Sexual Wellbeing • Skincare • Sleep Apnoea • Smoking Cessation • Social Services • Software Vendor • Spirometry • Supplements • Surgical Instruments • Sutures • Thyroid Disorders • Travel • Ultrasound Handheld • Urology • Women's Health • Wound Care |
|--|--|--|---|



Optional Pre-conference Workshops

General Practice Programme - Friday

General Practice Programme - Saturday

[illegible]

General Practice Programme - Saturday/Sunday

Practice Nurses/Managers Programme

[illegible]



Sponsorship

Platinum Sponsorship (limited to two companies) \$17,750 +GST

Includes:

- triple stand space (9m x 2.4m)
- 5 complimentary rep registrations
- 5 complimentary tickets to the conference dinner
- 2 page (or DPS) colour ads in the conference proceedings (with placement preference),
- CD ROM content
- Satchel insert
- Full page advert in registration brochure
- Prize giving slot on Sun 18 August if awarding a conference prize
- Acknowledgement as the principal sponsor(s) for the meeting on:
 - website
 - delegate newsletters
 - conference registration brochure
 - onsite conference signage

Gold Sponsorship \$10,950 +GST

Includes:

- triple stand space (9m x 2.4m)
- 4 complimentary company representative registrations,
- 1 page colour ad in Conference Proceedings,
- Satchel insert

Silver Sponsorship \$ 6,950 +GST

Includes:

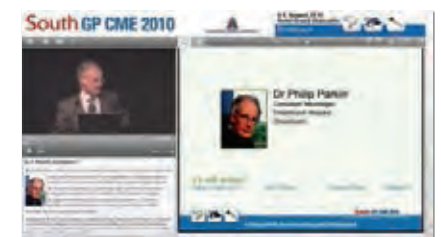
- double stand space (6m x 2.4m)
- 2 complimentary company representative registrations
- 1/2 page ad in Conference Proceedings

Mobile App Sponsorship

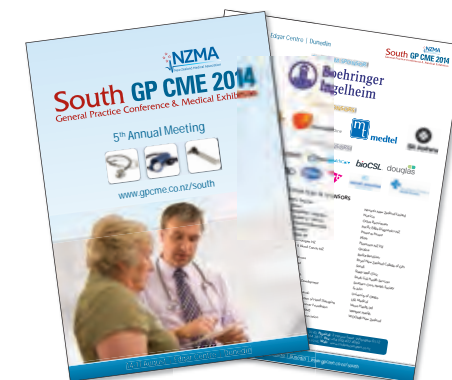
App Sponsorship \$ 5,000 +GST

Banner Ad \$ 1,500 +GST

Text Alert \$ 350 +GST



DVD Roms



Exhibition Space only (Please note: See page 14 for contact details of exhibition supplier)

Single Stand Space \$ 3,950 +GST

Includes: single stand space (3m x 2.4m) 1 complimentary company representative registration and colour 1/4 page ad in Conference Proceedings.

Table Space \$ 2,500 +GST

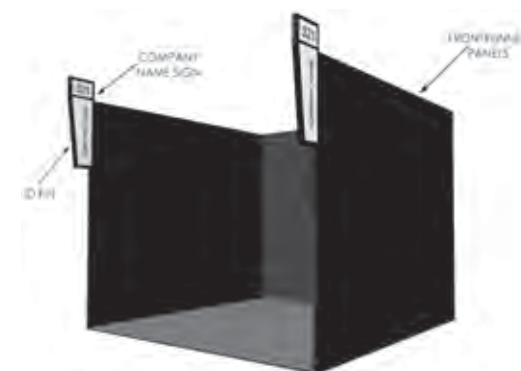
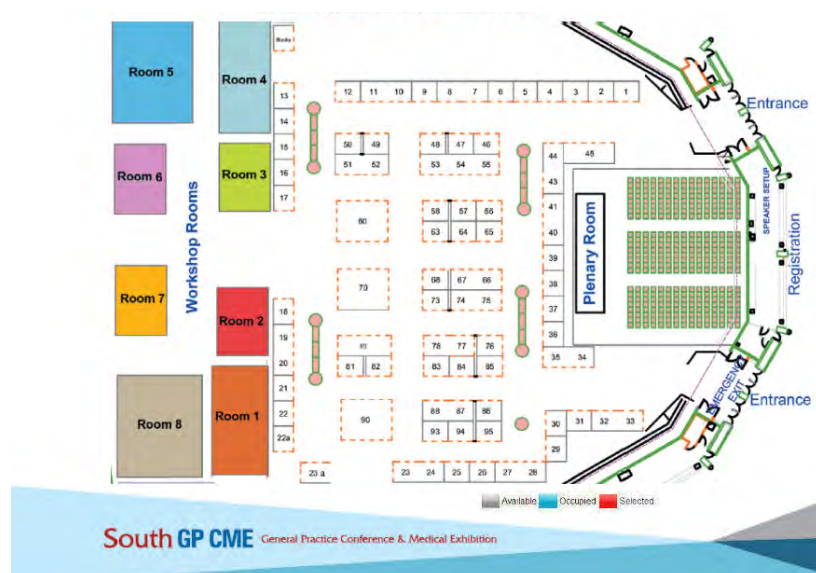
Includes: single table space (2m x 1.2m) 1 complimentary company representative registration and colour 1/4 page ad in Conference Proceedings.

Notes and participation inclusions:

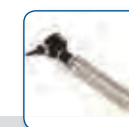
- All stand spaces are 3m x 2.4m.
- Includes a list of the conference participants, with contact details of those who have given permission for name publication
- Acknowledgement on registration, website and proceedings of company participation



Exhibition Map



Size: 3.0 metre back wall, 2.4 metre side walls and 2.3 metre height
Colour: Grey or black (depending upon availability at time of confirmation)
Power: 1 x 10amp with 4 pin multi box
Lighting: 2 x 150w spotlights
Signage: ID Fins Exhibit company name and stand number





Copyright of this drawing is reserved by Peek Display Corporation Ltd. and is issued on the condition that it is not copied, reproduced or disclosed to any third party either wholly or in part without the consent in writing of Peek Display Corporation Ltd.	Drawn by: Peek Exhibition	Client: Conference Matters	Event Co-ordinator: Gemma Hopkins	Show Dates: 13th-16th August 2020	Shell scheme type: Frontrunner	<div> South GP CME 2020 General Practice Conference & Medical Exhibition www.gpcme.co.nz/south</div>
	Stand Size: Various	Project: South GP CME 2020				
	Scale: 1:450	Date: 13-16 August 2020				
	Initial Plan date: 26 Sept 2019	Venue: Horncastle Arena Christchurch				
	Revised Plan date: 19 Nov 2019					
	Drawing Number:					



Product Listing/Category

We will produce a product/service category listing to help delegates find products/health conditions and services. This will be cross-referenced with the exhibition stands.

Please indicate which categories you would like to be listed under on the exhibition form.

Prizes

We will list any prizes/competitions/giveaways you are offering from your stand. We include these details in the conference proceedings and on the main information board to give delegates a heads up on what is happening around the exhibition area. This will also help as a conversation starter and may reduce the need for repetition re introducing the prize/competition when delegates arrive at your stand.

We can notify winners of your competition onsite, prior to the final catering session on Sun 16 August, and encourage them to visit your stand to collect their prize prior to leaving the conference. We can only do this for exhibitors who advise us what competition they are running.

You will need to advise the winner of your competition to us at the conference registration desk by 5pm on Sat 15 August.

Deadline for receiving your prize/competition details is **Fri 26 June 2020**.

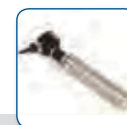
Delegate Flow Conference Competition

To encourage delegate flow in all areas we are running a famous location competition.

Each exhibitor will be issued with a piece of the puzzle sticker. Delegates will need to obtain a piece from all exhibitors to enter the draw for:

- A travel voucher prize.

The entry form will be a page in the conference proceedings book.



Other Sponsorship options

Conference Proceedings Ads **Included with exhibition space**
As an exhibitor/sponsor you are entitled to an ad insert in the Conference Proceedings as per the following:

Ad sizes: Single Space (Stand/Table) - 1/4 Page: (Width) 85mm x 128.5mm (Height)
Silver Sponsor/Double Space - 1/2 Page: (Width) 180mm x 128.5mm (Height)
Gold Sponsor/Triple Space - 1 x Full Page: (Width) 180mm x 267mm (Height)
Platinum Sponsor/Triple Space - 2 x Full Page: (Width) 180mm x 267mm (Height)

Satchel Insert **\$500+GST**

- A4 or smaller insert into conference satchel
- List of delegates attending with contact details from those who have given permission

Satchel Sponsor **\$5,000+GST**

- Logo acknowledgement on conference satchels
- Acknowledgement on registration brochure, website and proceedings as Satchel Sponsor
- Content on CD ROM
- List of delegates attending with contact details from those who have given permission
- Full page ad in conference proceedings if not already an exhibitor

Name Tag Sponsor **\$2,500+GST**

- Logo acknowledgement on name labels (must be worn by all attendees)
- NZMA logo will be on the name labels lanyard (necklace)

Room Drop **\$1,000+GST**

Fri and Sat nights only

- Personalised gift/message left in each delegates' room at conference hotels
- List of delegates attending with contact details from those who have given permission



We are pleased to announce the interactive smartphone application, EventLink, for this year's South GP CME 2020 meeting.

The app will be available for iPhone, Android, BlackBerry, and any smartphone that has web-enabled browser capability, and offers many useful year-round features.

App will be able to:

- Review sessions and add them to their calendar
- Stay in-the-know with show alerts
- Participate in live audience polls conducted during presentations
- Download exhibitor brochures
- Link with friends and share event photos

The South GP CME 2019 Mobile App will provide sponsors with the opportunity for mobile sponsorships and promotion through banner ad and multimedia advertising.

This gives exhibitors a far-reaching, cost-effective way of advertising in this brand new medium. It's a handy tool for the trade show, but it also lives on throughout the year, providing users with an industry reference tool with company, product and contact information, plus exhibitor advertising all year long.

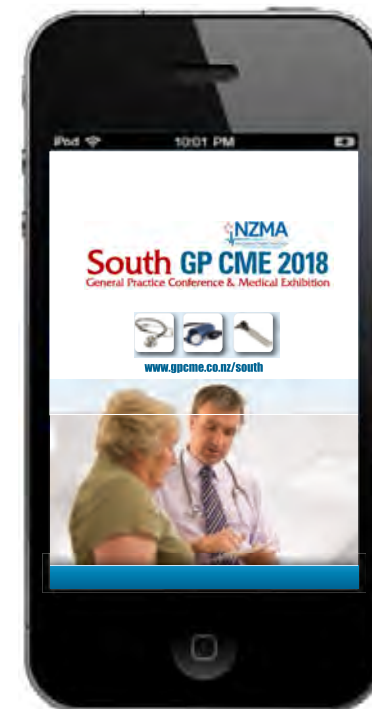
Since exhibitor content appearing on the app is managed by the exhibitors, it's a place to point new business prospects whenever new information is available, on a device they use daily right in the palm of their hands.

Green Package (Included at No Cost to Exhibitors)

Upload your company's logo to appear on your company's exhibitor listing page. Also include as many downloadable .pdf product and company brochures as you'd like. Manage that content throughout the year using your provided exhibitor web portal.

Gold Overall App Sponsorship (NZD\$5,000) – Limited to 1 sponsorship

- Logo on opening splash page or secondary opening splash page
- Specially colored booth on map
- Included video package
- Weighted banner ad
- Schedule Page logo watermark
- Included banner ad & landing page
- Highlighted row on exhibitor list



Banner Ad with Full-Screen Landing Page Package (NZD\$1,500) – Limited to 8 sponsorships

Package includes a rotating banner ad appearing on the app Dashboard that clicks to a full-screen landing page of your design, then to exhibitor listing page.

Text Message Alerts (NZD\$350) – Limited to 2 sponsorships per day

Drive traffic to your booth by sending a mobile alert to all attendees who have downloaded the app. This option is available for conference days only and is limited to a max of 5 alerts per day.

Green Package

Enhance your Exhibitor Listing by uploading your company logo and as many downloadable .pdf documents as you wish onto the mobile app. Specs: Logo is .jpg or .png formats only. Downloadable documents: only .pdf formatted documents accepted.

From this.....

...TO THIS!



Banner Ad with Full-Screen Landing Page Package

Banner Ads rotate at the top of the dashboard page every 20-30 seconds. When tapped, they take the user to a full-screen Landing Page.

Tap the Landing Page to be taken to the Exhibitor Info Page. Promote a product, a booth event, a show discount or a special guest. Drive traffic to your booth

From this.....



...TO THIS!



Other Sponsorship options

Welcome Function\$4,000+GST

- Naming rights to the Welcome Function
- Acknowledgement and introduction at the Welcome Function
- Opportunity to address the participants at the function
- List of attendees at Function, and addresses from those with permission
- 1/2 page ad in conference proceedings if not an exhibitor

CDROM/DVD Sponsorship.....\$1,000+GST

- Logo placement on Conference CDROMs/DVDs acknowledging support (distributed to all attendees after the conference)
- List of attendees and addresses from those with permission

Registration Brochure \$1,500+GST for a full page ad

- Full Page ad in Registration Brochure distributed within NZ Doctor in February Edition (if not confirmed by Platinum Sponsor).



Other Sponsorship options

Internet Station.....\$2,500+GST

- 4 Computers linked to an internet hub,
- Internet connection and Cabling,
- Black & White laser Printer
- Includes Signage (with your approval), screen saver with Company details and home page set with Company details



Pocket Programme.....\$2,500+GST

- This information will include conference programme, map of Christchurch, opening times for displays and exhibits, hotel check-in and check-out times, details of local restaurants and useful contact phone numbers

Coffee Cart Sponsorship.....\$2,500+GST per coffee cart (2 available)

- Company Signage on Coffee Cart
- Acknowledged as Coffee Cart sponsor on Floor Plan
- Acknowledgement on conference communication to delegates to 'Get your daily dose from the Company Coffee Cart'
- List of attendees and addresses from those with permission



Exhibition/Sponsorship Application

Applications for exhibition/sponsorship participation can be made on the enclosed form. Upon receipt a GST invoice/receipt will be forwarded confirming your participation. All space is allocated on a first-in first-served basis with preference to Platinum, Gold and Silver participants.

The organisers reserves the right to change the floor plan to ensure exhibitors receive the best exposure possible with delegates and catering stations encourage foot traffic in all areas.





Cancellation

Cancellations received in writing prior to 06 July 2020 will be refunded all monies paid less an administration fee of \$500. After this date no refunds will be made. The organisers reserve the right to cancel the exhibition due to events or circumstances beyond their control. All monies received will be refunded in full in this situation.

Catering

All catering and functions will be held amongst the trade/exhibition display areas. The organisers will work with the catering company to ensure all positions receive the best possible exposure with delegates. All exhibitors will be catered for 30min prior to the scheduled catering breaks.

Internet Access

Internet connections (dialup and broadband) are available to your stand space at the Horncastle Arena. Cost is payable (\$150+GST) prior to the meeting.

Insurance

It is the responsibility of each sponsor to ensure that their stand and goods on display are adequately insured for theft and damage.

Security

General site and access security will be provided for all exhibition by the Horncastle Arena staff. Security of your exhibition site during the day is individual responsibility.

Conference Proceedings Ads

As an exhibitor/sponsor you are entitled to an ad insert in the Conference Proceedings as per the following:

Ad sizes: Single Space (Stand/Table) - 1/4 Page: (Width) 85mm x 128.5mm (Height)
Silver Sponsor/Double Space - 1/2 Page: (Width) 180mm x 128.5mm (Height)
Gold Sponsor/Triple Space - 1 x Full Page: (Width) 180mm x 267mm (Height)
Platinum Sponsor/Triple Space - 2 x Full Page: (Width) 180mm x 267mm (Height)

Colour: Full Colour

Format Artwork: High resolution PDF preferred. Artwork created by any of the following applications are accepted as well as any other program that produces the same type file formats: Adobe InDesign, Adobe Illustrator, Adobe Photoshop.

Material Deadline: 5pm Friday 26 June 2020

Deliver to: Email: leon@conferencematters.co.nz

Registration and Accommodation

All attending company representatives must be registered for the meeting, including complimentary registrations. The registration form will be available in Feb 2020, with an option to register online. Each exhibitor will receive one free exhibition registration per trade stand purchased.

This includes:

- Name Badge
- List of participants
- Conference Programme
- Morning and Afternoon Teas
- Lunches

All other booth personnel must register at a fee of \$345 per person.

Tickets to social functions can also be purchased by exhibitors – these will be listed on the conference registration form. Group discounted rates have been negotiated with Hotel Grand Chancellor. You must book your accommodation through Conference Matters on the registration form to receive the discounted rate.

Distinction Hotel Christchurch

Superior Room (1-2 people)\$210 Per Room

Stand Equipment

If you require any stand equipment, please contact:

Gemma Hopkins

Peek Displays Mob: 021 791 891
DDI: 03 339 9786 Fax: 03 339 8363
Web: www.peek.co.nz Email: gemma.h@peek.co.nz



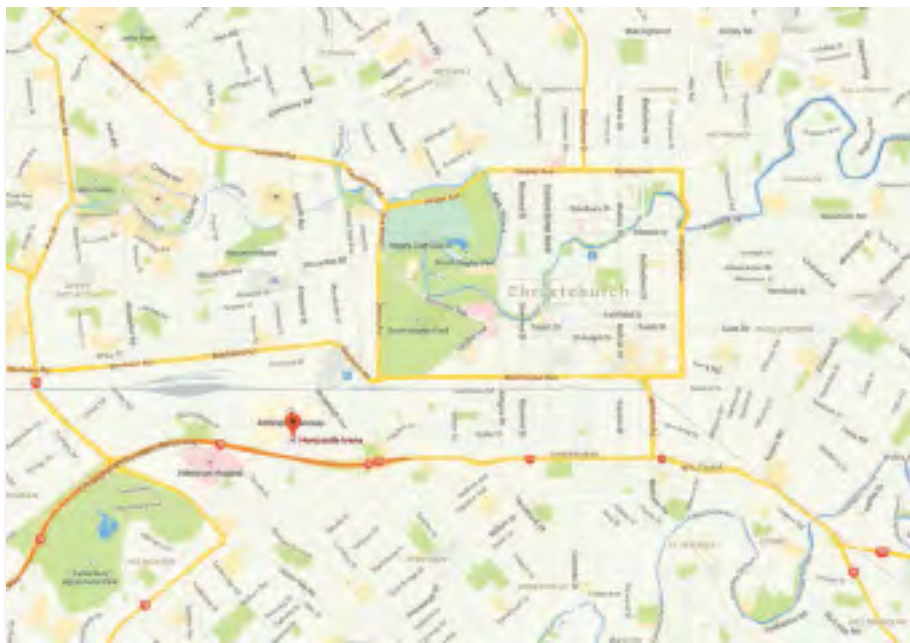
13-16 August 2020 Horncastle Arena | Christchurch

Delivery & Storage Details

You can send equipment/brochures to the Events Centre to arrive no earlier than Mon 10 August 2020 as follows:

To: South GPCME 2020
Event Number# 24238
Company Name, Stand Position
Box 1 of X
Horncastle Arena
55 Jack Hinton Drive
Addington,
Christchurch 8024
(03) 339 3599

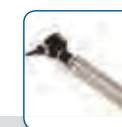
All equipment brochures must be picked up by 1pm Monday 17 August 2020. Any material still uncollected by this date will be deemed unwanted and disposed of appropriately.



Timetable

DATE	DETAILS	TIME
February 2020	Registration Opens	
Friday 29 May	Early Bird Discount ends (delegates only)	
Friday 26 June	CDROM/DVD Material Deadline	
Friday 26 June	Conference Proceedings Ad Deadline Prizes and Product Category listing deadline	
Friday 03 July	Late Registration Fee applies (delegates only)	

Thurs 13 August	Exhibitor Setup	12:00pm - 8:00pm
	Preconference Workshops	8:30am - 6:30pm
Friday 14 August	Plenary Breakfast	7:00am-7:55am
	Registration	7:00am
	Conference	8:00am - 6:30pm
	Practice Managers Programme	8:30am - 6:30pm
	Cocktail Function	6:30pm - 7:30pm
Sat 15 August	Plenary Breakfasts	7:00am - 8:15am
	Conference	8:30am - 6:30pm
	Practice Nurses Programme	8:30am - 5:30pm
	Prize Winner notification	5:30pm
Sun 16 August	Plenary Breakfast	7:00am - 8:15am
	Conference*	8:30am - 1:00pm
	*Industry can packout after final catering session at 11am.	
Mon 17 August	Courier pickups+	5:00pm
	+All equipment/brochures must be picked up by 1pm Monday 17 August 2020. Any material still uncollected by this date will be deemed unwanted and disposed of appropriately.	



Advert Specifications

Single Stand Space: 1 x Quarter Page

1/4 Page: (W) 85mm x 128.5mm (H) - Portrait

Silver Sponsor/Double Space: 1 x Half Page

1/2 Page: (W) 180mm x 128.5mm (H) - Landscape

Gold Sponsor/Triple Space: 1 x Full Page

(W) 180mm x 267mm (H) - Portrait

Platinum Sponsor/Triple Space: 2 x Full Page

(W) 180mm x 267mm (H) - Portrait

Colour: Full Colour

(Spot colours will vary during process conversion)

Format Artwork: High resolution PDF preferred.

If you are doing a full page A4 advert with bleed. Then the trim size is 210 x 297mm plus 2.5mm bleed. Type area 190 x 277mm (10mm margins).

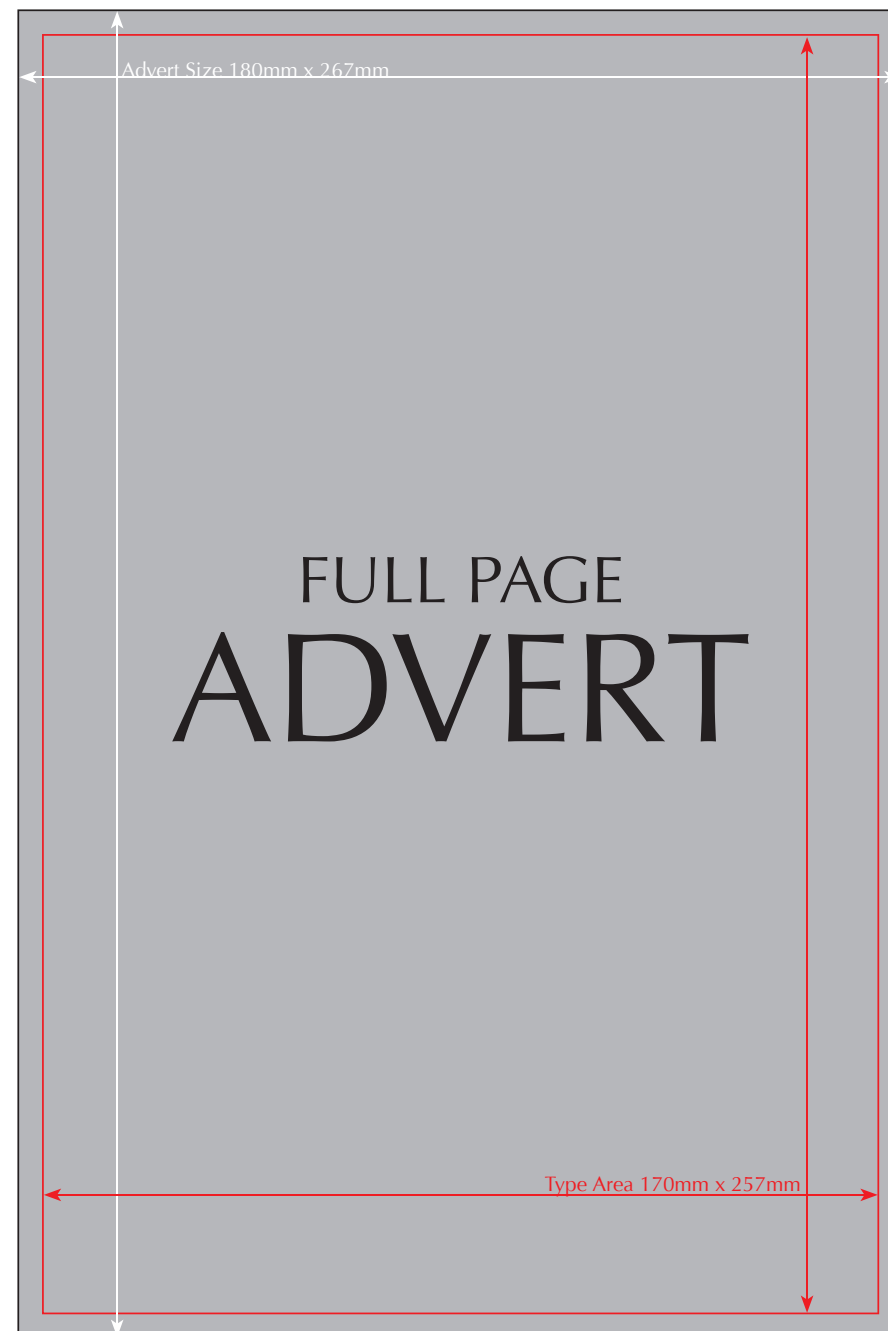
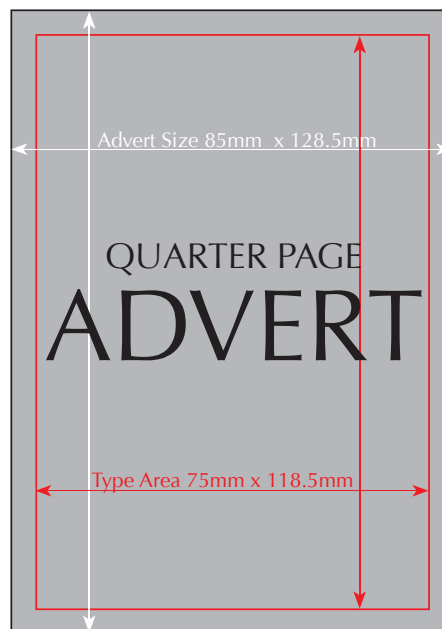
Or with no bleed (White page borders)

Then the advert size is 180 x 267mm

Type area of 170 x 257mm (10mm margins)

Material Deadline: 5pm Friday 26 June 2020

Deliver to: leon@conferencematters.co.nz



General Practice Conference & Medical Exhibition | 13-16 August 2020

Sponsor/Exhibitor Company: _____
Telephone: _____
Postal Address: _____

Email: _____
Contact Person: _____

Please supply 50 words to describe your company's products & services under the exhibitor listing category

Company Name: _____
Address: _____
Phone: _____
Fax: _____
Email: _____
Web: _____

Platinum Sponsor/Triple Stand	\$17,950 + GST	= \$
Gold Sponsor/Triple Stand	\$10,950 + GST	= \$
Silver Sponsor/Double Stand	\$6,950 + GST	= \$
Single Stand	\$3,950 + GST	= \$
Table Space	\$2,500 + GST	= \$

Yes I require Panels Lighting Power

Please avoid stand placement next to: _____

Our stand preference is: **1st** , **2nd** , **3rd**

Satchel Insert.....	\$500 + GST	= \$
Satchel Sponsor	\$5,000 + GST	= \$
Name Tag Sponsor	\$2,500 + GST	= \$
Room Drop (per night:Fri/Sat)	\$1,000 + GST	= \$
Welcome Function.....	\$4,000 + GST	= \$

CDROM/DVD	\$1,000 + GST	= \$
Registration Brochure	\$1,500 + GST	= \$
Internet Station	\$2,250 + GST	= \$
Pocket Programme	\$2,500 + GST	= \$
Coffee Cart	\$2,500 + GST	= \$
App Sponsorship	\$5,000 + GST	= \$
Banner Ad	\$1,500 + GST	= \$
Text Alert	\$350 + GST	= \$

— ADHD	— Furniture/Tables/ Plinths	— Practice Management
— Advisory Services	— Gastroenterology	— Software
— Allergy	— Generics	— Premature Ejaculation
— Anaemia	— Genetic Testing	— Professional Health Association
— Appearance Medicine	— Government	— Prostate Cancer
— Arthritis	— Haematology	— Psoriasis
— Asthma & COPD	— Hand Hygiene	— Pulse Oximetry
— Bedwetting Alarms	— Hepatitis	— Recruitment/Locom Work
— Blood Pressure	— HIV/Aids	— Representation
— Books	— Hypertension	— Resuscitation
— Books/Medical Information	— Immunisations/ Vaccines	— Risk Prediction
— Cancer	— Incontinence	— Schizophrenia
— Cardiovascular	— Infant Nutrition	— Sexual Wellbeing
— Cervical Screening	— Infant Sleep	— Skincare
— Cold & Flu	— Infection Control	— Sleep Apnoea
— Compression	— Inflammatory Bowel Disease	— Smoking Cessation
— Bandages	— Insomnia	— Social Services
— Compression Hosiery	— Insurance	— Software Vendor
— Constipation	— Kiwisaver	— Spirometry
— Depression	— Medical Equipment	— Supplements
— Dermatology	— Melanoma	— Surgical Instruments
— Diabetes	— Minor Surgical Procedures	— Sutures
— Diagnostics	— Movement Disorders (Parkinsons)	— Thyroid Disorders
— ECG Vital Signs Monitor	— Nasal Decongesant	— Travel
— Education	— Nurse Triage	— Ultrasound Handheld
— Educational Resources	— Nutrition	— Urology
— Elder Care	— Obesity	— Women's Health
— Electromedical Equipment	— Oncology	— Wound Care
— Electronic Decision Support	— Ophthalmology	— Other:
— Erectile Dysfunction	— Oral Hygiene	
— Fertility	— Osteoporosis	
— Financial Services	— Pain Management	
— First Aid	— Political Advocacy	
— Footcare		

Name		Fri		Sat		Sun	Total
		AM	PM	AM	PM	AM	
		\$69	\$69	\$69	\$69	\$69	
1.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
2.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
3.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
4.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
5.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
6.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
7.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
8.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
9.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
10.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$

All attendees must be registered to attend the conference. For catering and name tag purposes please complete details for all attendees.

Special requirements:

[illegible][illegible]

Accommodation is available at Distinction Hotel Christchurch. Please indicate your preference and bookings will be confirmed subject to availability.

☐ Superior Room \$210**E - TOTAL \$**

GST Tax Invoice Number 95-598-579

1. ☐ **Credit Card:** I authorise Conference Matters to charge my Visa/Mastercard with the above Grand Total.

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Card expiry date / Date / /

Print Name _____ Signature _____

2. ☐ Cheque: \$ (NZD) payable to: Conference Matters.

3. <input type="checkbox"/> Electronic Transfer:		
Account Name:	Conference Matters	Account Number: 03 0498 0809412 00
Bank Name:	Westpac	Bank Telephone: 0800 400 600
Bank City:	Whangarei	Particulars: Company Name
Country:	New Zealand	Payee Code: Your reference
Swift Code:	WPACNZ2W	Reference: STHGPCMF 2020

4. ☐ Please send me a GST invoice. PO No. ()

Return this form to Conference Matters, Fax +64 (0)9 437 4089 or post to PO Box 1661, Whangarei, New Zealand
All Enquiries to Leon +64 (0)21 164 3815 or leon@conferencematters.co.nz



EXHIBITOR GOODS DELIVERY LABEL

Event Number: 24238

TO:

Horncastle Arena
55 Jack Hinton Drive
Addington, Christchurch 8024
NEW ZEALAND

Box Number _____ of _____

FROM: SENDER DETAILS

Company Name: _____

Address: _____

Contact Person: _____

Phone No: _____

Email: _____

Event Name: South GP CME 2020 - Event Number: 24238

Venue: Horncastle Arena

All goods to be received from: Mon 10 August 2020

Exhibitor Name: _____ **Stand No:** _____

Contact Person on the day: _____ **Mobile No:** _____

Delivery & Storage: Horncastle Arena will not permit any goods to be delivered to the venue earlier than the date specified above. Deliveries prior to this date will be turned away.

All equipment/brochures must be picked up by 1pm Monday 17 August 2020. Any material still uncollected by this date will be deemed unwanted and disposed of appropriately.

Horncastle Arena (03) 339 3599




CONFERENCE MATTERS

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