



# **Sponsorship and Exhibition packages 2017**

# Sponsorship and Exhibitor Information

The Association of Clinical Data Management cordially invites you to become a sponsor of their Annual Conference taking place at the Hotel Husa President Park, Brussels on the 14<sup>th</sup> March 2017.

Following from the success of our conference last year, we are planning a one day event in Brussels for 2017 that will encourage both Pharmaceutical company delegates and our European members. In line with a one-day event we are inviting exhibitors to participate with a table top stand.

The conference will showcase the best content across all areas of clinical data management, with breaks and lunch designed to allow delegates access to all exhibitors.

Exhibiting at this year's conference will give you access to all levels of staff from Data Management departments in the major biopharmaceutical companies and clinical research organisations; including key decision makers and budget holders.

Promotional sponsorship of the conference is an excellent opportunity to gain exposure to all delegates at the conference. The full range of sponsorship opportunities are detailed overleaf. As in previous years our sponsorship and exhibitor packages include a range of options, and include all the additional extras in simple packages.

If you would like to contribute to the ACDM Conference and Exhibition, please complete and return the form to: ACDM Secretariat, Chester House, 68 Chestergate, Macclesfield, Cheshire SK11 6DY. Tel: 01727 896080; Email: [admin@acdm.org.uk](mailto:admin@acdm.org.uk).

Conference exhibitor opportunities		
Exhibitor package	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• 3x2m<sup>2</sup> table top exhibition space</li> <li>• 1 x electrical socket</li> <li>• 1 x table and 2 x chairs</li> <li>• 1 x complimentary full registration providing access to the exhibition and all scientific sessions</li> <li>• Space for 1 pop-up banner</li> <li>• Company name, logo and website link on the conference website</li> <li>• Company name, logo and website link in all conference eshots</li> <li>• Company name, logo and website link in the conference programme</li> <li>• 50 word company profile to appear on the conference website and in the conference programme</li> <li>• 1 x complimentary ½ page colour advert in the ACDM newsletter</li> <li>• 2 x A4 flyers in the conference delegate pack</li> <li>• 1 year's Corporate membership</li> <li>• Choice of stand</li> </ul>	£499 (+VAT)

Conference sponsorship opportunities		
Conference pens	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Company logo on pens</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£150 (+VAT)
Conference pads	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Company logo on pads</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£200 (+VAT)
Delegate pack	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Company logo on delegate pack</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£350 (+VAT)
Delegate pack inserts	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Either 1 x A4 flyer or 2 x A5 flyers (provided by sponsor)</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£150 (+VAT)
Conference programme	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Company logo on conference programme</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> </ul>	£419 (+VAT)

	<ul style="list-style-type: none"> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	
Passport competition	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Company logo displayed at the top of the passport</li> <li>• A prize/gift (<i>to be provided by sponsor</i>)</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£250 (+VAT)
Badges and lanyards	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• Company logo displayed on both badges and lanyards</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£350 (+VAT)
Coffee break	<p><i>What's included?</i></p> <ul style="list-style-type: none"> <li>• 2 minutes to introduce company on main stage immediately prior to sponsored break (timing must be strictly adhered to)</li> <li>• Company name and logo displayed in coffee break area</li> <li>• Company name, logo and website link on conference website</li> <li>• Company name, logo and website link on promotional materials including conference programme</li> <li>• 1 year's Corporate membership</li> <li>• A4 flyer inserted in the delegate pack (<i>specific job adverts may be included</i>)</li> </ul>	£499 (+VAT)

**Sponsorship deadline: 1<sup>st</sup> March 2017**

# ACDM Exhibition and Sponsorship 2017

14<sup>th</sup> March 2017  
Husa President Park, Brussels

CONFERENCE EXHIBITION AND SPONSORSHIP FORM	
Organisation name	
Address	
Contact name	
Telephone	
Email	
Website address	
Signed	
Date	

SPONSORSHIP		
Conference pens	£150	Yes/no*
Conference pads	£200	Yes/no*
Delegate pack	£350	Yes/no*
Delegate pack inserts	£150	Yes/no*
Conference programme	£419	Yes/no*
Passport competition	£250	Yes/no*
Badges and lanyards	£350	Yes/no*

*\*delete as appropriate*

EXHIBITION		Cost
<b>Exhibitor package</b>		£499
<i>Floor plans will be circulated to confirmed sponsors on a first booked first choice basis after the 15<sup>th</sup> November.)</i>		
<b>Purchase order number</b>		
<b>Total net</b>		
<b>VAT (20%)</b>		
<b>GRAND TOTAL</b>		

**Sponsorship deadline: 1<sup>st</sup> March 2017**

**PAYMENT METHODS:****PLEASE ENSURE YOU TICK YOUR CHOSEN METHOD OF PAYMENT BELOW**

Payment may be sent with registration form or on receipt of invoice from the ACDM

<b>Cheque</b>	Cheques must be drawn on a UK bank account or a eurocheque, made payable to ACDM and posted with the completed booking form to ACDM at the address below.	
<b>BACS Payments</b>	BACS payments should be made to HSBC, 31 Chequer Street, St Albans, Hertfordshire, AL1 3YN. Sort Code 40-40-01. Account Number: 71820206. Account Name: Association for Clinical Data Management. Please add name and company name to transaction details and advise us in writing when payment has been made. Please also ensure bank charges are paid by your company.	
<b>Credit Card</b>	Credit card payments can be processed online by entering the member's area of the ACDM website. You will still need to complete this form and post to ACDM at the address below. Please note AMEX is not accepted.	
<b>INVOICE</b>	If you require an invoice please ensure that you provide us with your full invoice address, purchase order number and contact details.	
<b>CANCELLATIONS</b>	Exhibitors who cancel their place on or before the 31 <sup>st</sup> January 2017 will receive a full refund less a £50 admin charge. After 31 <sup>st</sup> January, <b>no refunds</b> will be made but substitutions will be accepted.	

**CONTACT DETAILS**

<b>FURTHER INFORMATION</b>	ACDM Ground Floor 4 Victoria Square St. Albans Hertfordshire AL1 3TF  Tel: +44 (0)1727 896080 Email: admin@acdm.org.uk
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[www.acdm.org.uk](http://www.acdm.org.uk)