

# GPCME

General Practice Conference  
& Medical Exhibition



Sponsorship & Exhibition Prospectus  
Te Pae Convention Centre | Christchurch  
15 - 18 August 2024





## About GP CME South

**G**P CME (General Practice Conference & Medical Exhibition) 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 GPCME meeting.

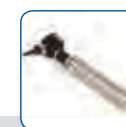
South GP CME 2024 anticipates 420-450 GPs, 100-130 RNs and 30-55 Practice Managers.

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

South GPCME 2023 (General Practice Conference and Medical Examination) event was endorsed by The Royal New Zealand College of General Practitioners (RNZCGP) and approved for up to 33 hours CME for General Practice Educational Programme Stage 2 (GPEP2) and Maintenance of Professional Standards (MOPS) purposes.

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## Invitation

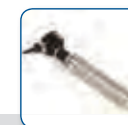
The Medical Exhibition is a major part of the GP CME conferences, and gives delegates access to a wide General Practice product and service update in one location.

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:

- 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
- 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
- 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
- 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



## PROGRAMME

### Optional Pre-conference Workshops

### General Practice Programme - Friday

### General Practice Programme - Saturday

**PRE-CONFERENCE COURSES**  
Thursday 15th August

1800-1900	1900-2000	2000-2100	2100-2200
<b>1800-1900</b> Pre-conference course: [Title]	<b>1900-2000</b> Pre-conference course: [Title]	<b>2000-2100</b> Pre-conference course: [Title]	<b>2100-2200</b> Pre-conference course: [Title]

**PRE-CONFERENCE COURSES**  
Friday 16th August

1800-1900	1900-2000	2000-2100	2100-2200
<b>1800-1900</b> Pre-conference course: [Title]	<b>1900-2000</b> Pre-conference course: [Title]	<b>2000-2100</b> Pre-conference course: [Title]	<b>2100-2200</b> Pre-conference course: [Title]

**GENERAL PRACTICE PROGRAMME**  
Friday 16th August

0800-0900	0900-1000	1000-1100	1100-1200	1200-1300	1300-1400	1400-1500	1500-1600	1600-1700	1700-1800
[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]

**GENERAL PRACTICE PROGRAMME**  
Saturday 17th August

0800-0900	0900-1000	1000-1100	1100-1200	1200-1300	1300-1400	1400-1500	1500-1600	1600-1700	1700-1800
[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]



### General Practice Programme - Saturday/Sunday

### Practice Nurses/Managers Programme

**GENERAL PRACTICE PROGRAMME**  
Saturday 17th August

0800-0900	0900-1000	1000-1100	1100-1200	1200-1300	1300-1400	1400-1500	1500-1600	1600-1700	1700-1800
[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]

**GENERAL PRACTICE PROGRAMME**  
Sunday 18th August

0800-0900	0900-1000	1000-1100	1100-1200	1200-1300	1300-1400	1400-1500	1500-1600	1600-1700	1700-1800
[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]

**PRACTICE MANAGERS PROGRAMME**  
Friday 16th August

0800-0900	0900-1000	1000-1100	1100-1200	1200-1300	1300-1400	1400-1500	1500-1600	1600-1700	1700-1800
[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]

**NURSE'S PROGRAMME**  
Saturday 17th August

0800-0900	0900-1000	1000-1100	1100-1200	1200-1300	1300-1400	1400-1500	1500-1600	1600-1700	1700-1800
[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]	[Session Title]



Refer to website at [www.gpcme.co.nz/south](http://www.gpcme.co.nz/south) for the latest up-to-date programme





## Sponsorship

Platinum Sponsorship (limited to two companies) ..... \$17,950 +GST

Includes:

- triple stand space (9m x 2.4m)
- 5 complimentary rep registrations
- 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 Sunday
- 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:

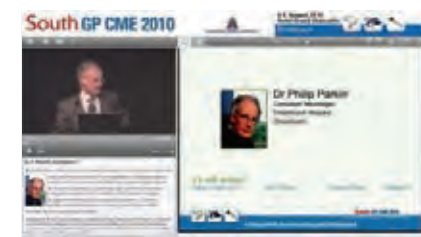
- double stand space (6m x 2.4m)
- 2 complimentary company representative registrations
- 1/2 page ad in Conference Proceedings

## Mobile App Sponsorship

App Sponsorship ..... \$ 5,000 +GST

Banner Ad ..... \$ 1,500 +GST

Text Alert ..... \$ 350 +GST



DVD Rom





**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

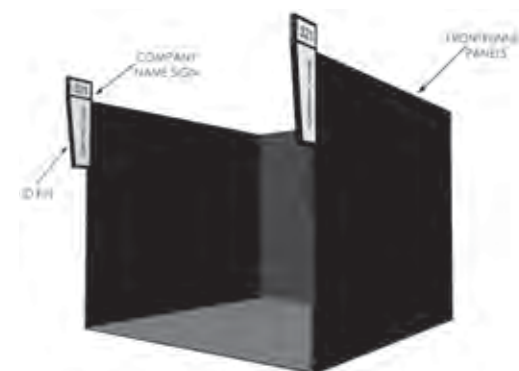
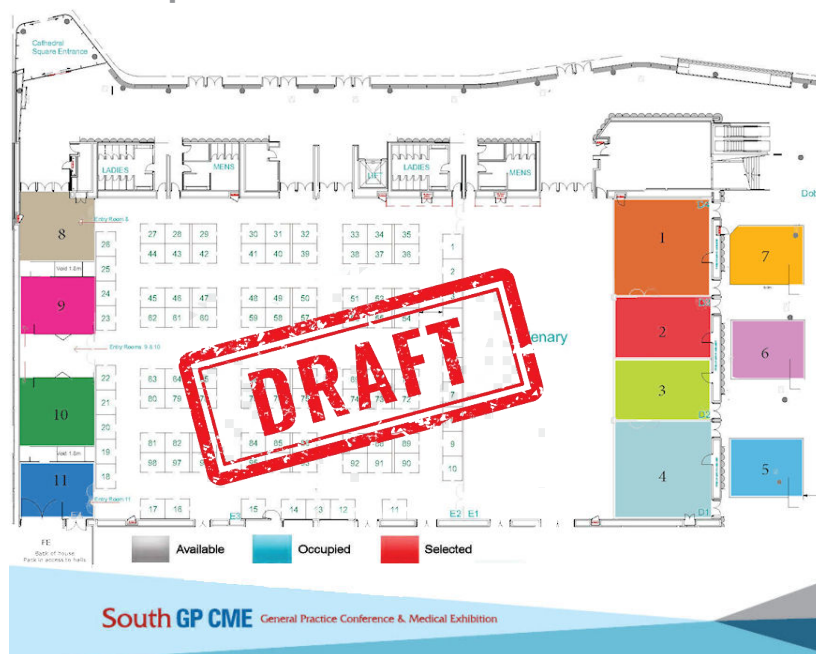
Includes: single table space (2m x 1.2m) 1 complimentary company representative registration and colour 1/4 page ad in Conference Proceedings.

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

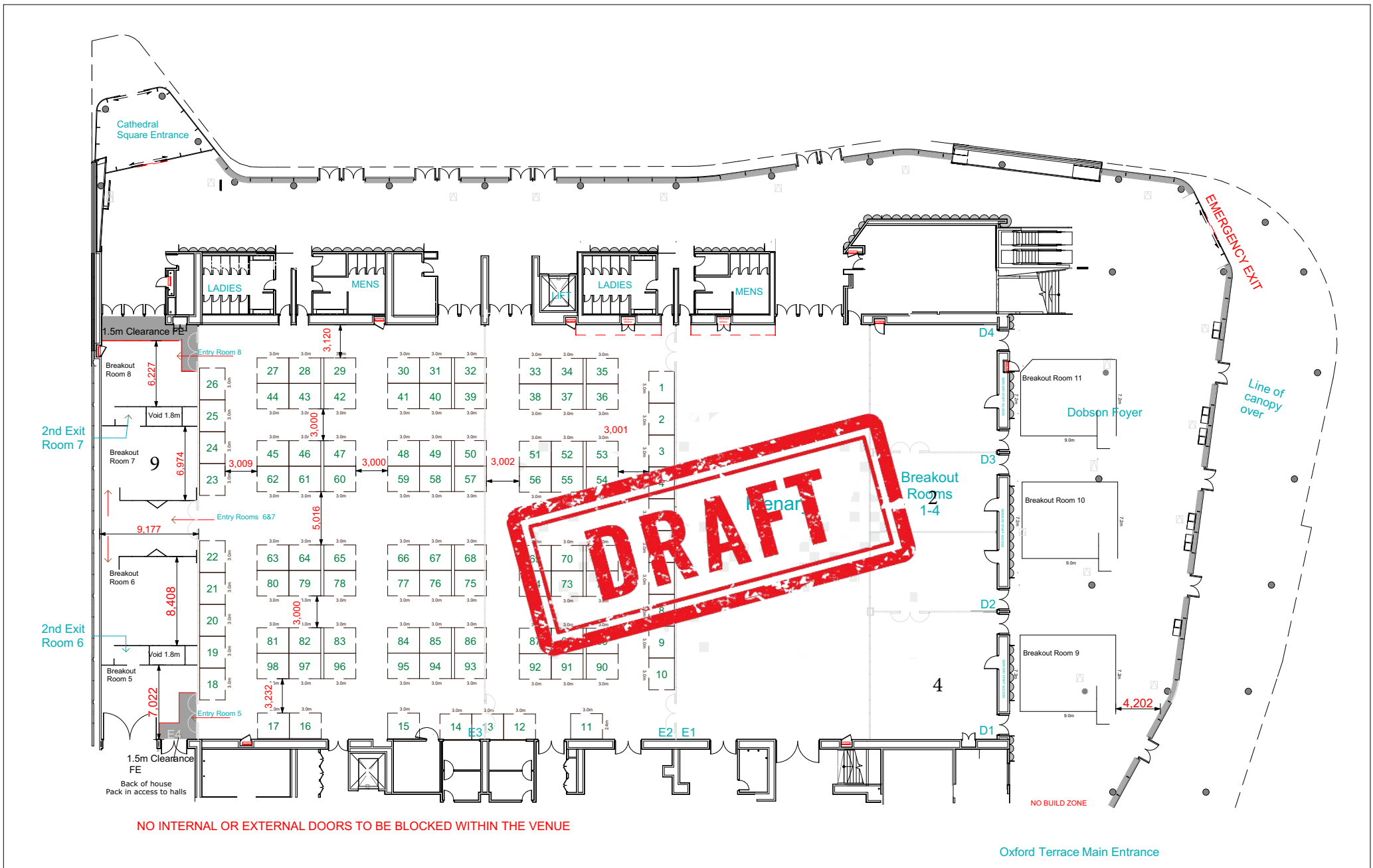


**Exhibition Map**



**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





NO INTERNAL OR EXTERNAL DOORS TO BE BLOCKED WITHIN THE VENUE

Oxford Terrace Main Entrance

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 Stand Size: 3.0m x 2.4m Scale: 1:330 Initial Plan date: 22 October 2023 Revised Plan date: 22 October 2023 Drawing Number: 1	Client: Conference Matters Event Co-ordinator: Fioan Lovell-Smith Show Dates: 15th -18th August 2024 Shell scheme type: Frontrunner	<p>info@peek.co.nz   www.peek.co.nz</p>
	Project: GPCME 2024 Room/Level: Exhibition Hall & Lower Foyer Venue: Te Pae		





## 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 Sunday, 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 Saturday 17 August.

Deadline for receiving your prize/competition details is Friday 28 June 2024.

## Delegate Flow Conference Competition

To encourage delegate flow in all areas we are running a "Digital Passport" via the Whova app.

Attendees can access the Passport Contest through the home page of the app. From here, they will be able to collect stamps by visiting your booth and getting their QR Code scanned.

Please ensure you have at least one person on the stand who has downloaded the app to scan attendees who want to enter the competition.

Delegates will need to obtain a "stamp" from all exhibitors to enter the draw for a \$2,000 travel voucher.



**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)
- GP CME 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, *Whova*, for this year's South GP CME meeting.




Get *Whova* for Whova Happy Customer Conference

### Official Event App

- Explore the **professional profiles** of event speakers and attendees
- Send **in-app messages** and exchange contact info
- **Network and find attendees** with common affiliations, educations, shared networks, and social profiles
- Receive **update notifications** from organizers
- Access the **event agenda**, GPS guidance, maps, and parking directions at your fingertips

Download Whova and take your event mobile.



Get Whova from the App Store or Google Play. Please sign up for the app with your social media account or email.

The event invitation code is:  
**Cappeminfscn**

You will be asked for an event invitation code after installing Whova.

### 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



15-18 August 2024

Te Pae Christchurch Convention Centre

### 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 5 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 2 alerts per day.

### Included with your booth

Enhance your Exhibitor Listing by uploading your company logo. Load up to two pdf documents as handouts for attendees. Include a Product Video or live product demo. Run a giveaway 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.

### Banner Ad with Full-Screen Landing Page Package

Banner Ads rotate at the top of the dashboard page every 10 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.

### Frequently Asked Questions

#### What are the benefits of providing promotions in Whova?

The new feature provides another way for you to engage with attendees and gain more leads. You can attract more visitors to your booth even before the event starts.

#### What information do I need to provide?

Currently we support two types of promotional information: Raffles/giveaways and coupons. For raffles/giveaways, you will need to provide a description and simple rules if you have any. For coupons, in addition to the description, you will also need to provide the coupon image.

#### Do I have to participate? What if I don't have any promotions?

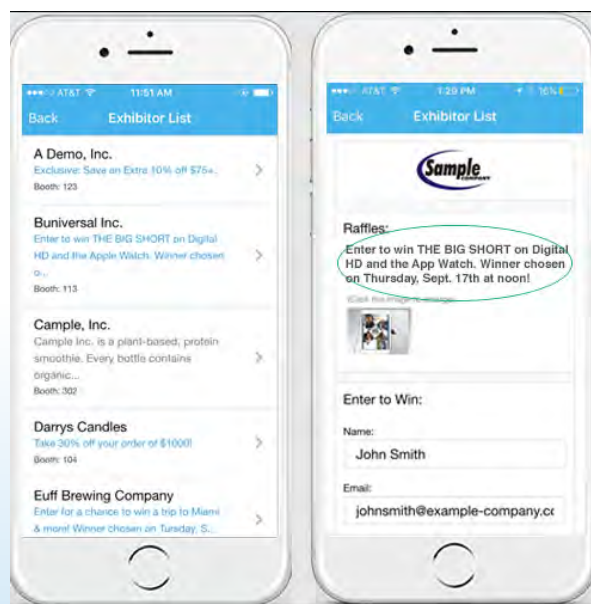
No, you don't have to participate. If you don't have any promotions, you will still be listed as a regular exhibitor in the app.

#### How do I know who requested and received my promotion information? How can I announce the winners?

During and after the event, we will send you a summary of attendees who have signed up for your promotional activities. With this list, you can easily contact and message them in the Whova app.

#### Step-by-step guide

View a step-by-step-guide at <https://whova.com/pages/whova-app-exhibitor-guide/>



# Collecting Leads

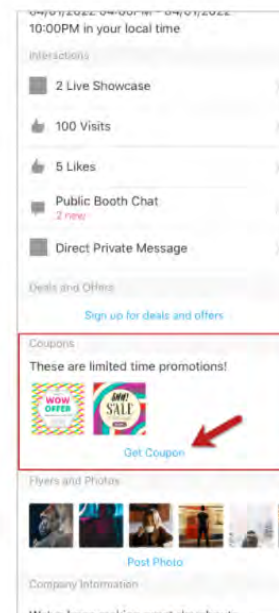
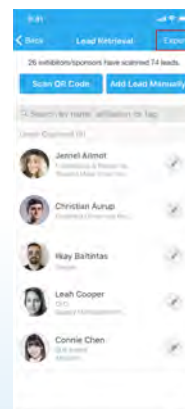
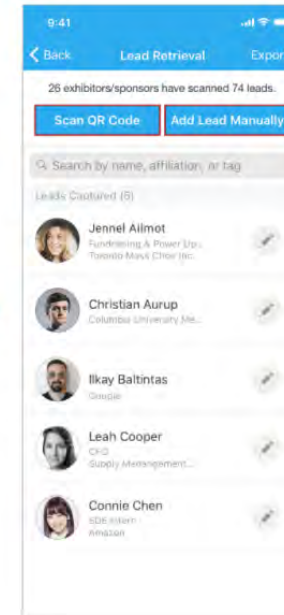
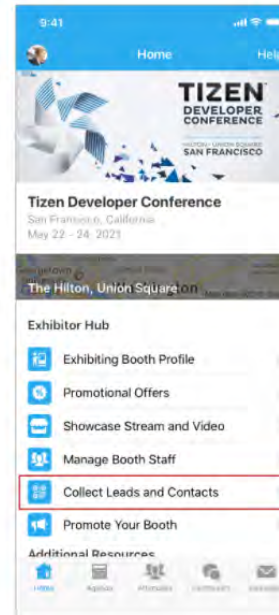
## An Easy Way to Capture and Qualify Leads Onsite

Log in to the app. Find the Exhibitor Hub section and click on Collect Leads. You can only use Whova mobile app to view the collected leads. There are 4 ways to add leads:

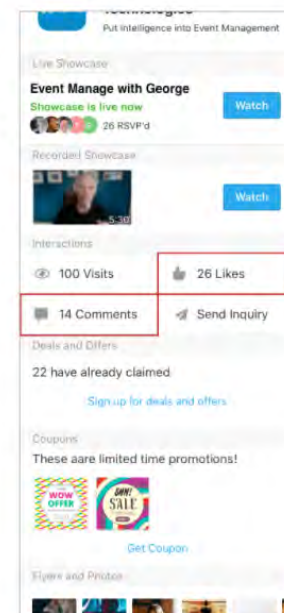
- \* Add leads manually by tapping **Add Lead Manually**
- \* Scan QR codes. This is most useful in an in-person meeting
- \* If an attendee claims your promotional offer by tapping **Sign up for deals & offers**, she/he is added to your leads.
- \* If the Passport Gamification is enabled, the attendees will be added to your leads after they like the booth and leave a comment

## Exporting Leads

1. Log in to the app, and find the Exhibitor Hub section. Click on Collect Leads. For now, you need to use the Whova mobile app to export the collected leads.
2. Tap Export in the upper right-hand corner, enter the email you want the leads sent to, and tap Send.
3. You will receive the exported leads from the email address you input.



OR





### 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

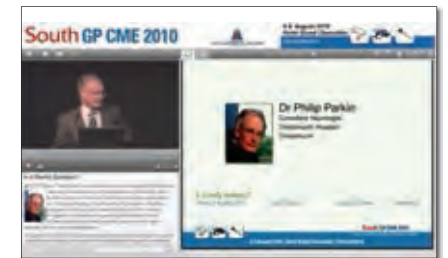


**CDROM/DVD Sponsorship.....\$1,000+GST**

- 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**.....\$3,950+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 04 July 2024 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 Te Pae Convention Centre. Cost is payable (\$350+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 Te Pae Convention Centre 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 28 June 2024

**Deliver to:** Email: [leon@conferencematters.co.nz](mailto: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 Rydges Christchurch. You must book your accommodation through Conference Matters on the registration form to receive the discounted rate.

### Crowne Plaza Christchurch

Superior Room (1-2 people) .....\$225 Per Room

### Stand Equipment

If you require any stand equipment, please contact:

#### Fiona Lovell-Smith

Peek Displays Mob: 021 849 969  
Office: 03 339 8361 Fax: 03 339 8363  
Web: [www.peek.co.nz](http://www.peek.co.nz) Email: [fiona.l@peek.co.nz](mailto:fiona.l@peek.co.nz)



# 15-18 August 2024

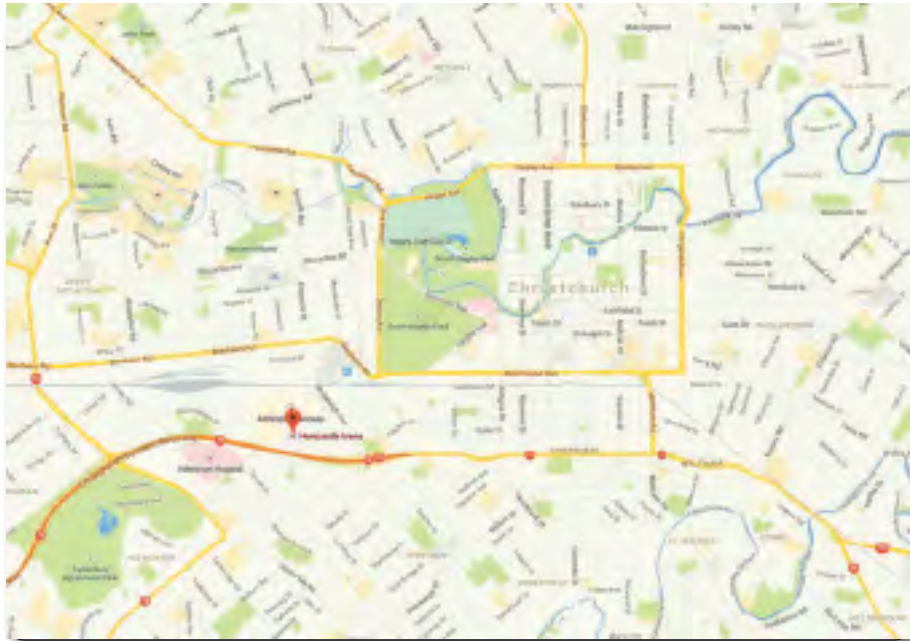
## Te Pae Christchurch Convention Centre

### Delivery & Storage Details

You can send equipment/brochures to the Events Centre to arrive no earlier than Mon 07 August 2023 as follows:

To: South GP CME 2024 - Event #11677  
Te Pae Christchurch Convention Centre  
Loading Dock via Armagh Street  
188 Oxford Terrace Christchurch  
New Zealand 8011  
(03) 339 3599

All equipment brochures must be picked up by 1pm Monday 19 August 2024. Any material still uncollected by this date will be deemed unwanted and disposed of appropriately.



### Timetable

DATE	DETAILS	TIME
February 2024	Registration Opens	
Friday 31 May	Early Bird Discount ends (delegates only)	
Friday 28 June	Exhibition registration deadline	
Friday 28 June	Conference Proceedings Ad Deadline Prizes and Product Category listing deadline	
Friday 28 June	Late Registration Fee applies (delegates only)	

Thu 15 August	Exhibitor Setup	12:00pm - 8:00pm
	Preconference Workshops	8:30am - 6:30pm
Fri 16 August	Plenary Breakfast	7:00am-7:50am
	Registration	7:00am
	Conference	8:00am - 6:30pm
	Practice Managers Programme	8:00am - 6:30pm
	Welcome Function	6:30pm - 7:30pm
Sat 17 August	Plenary Breakfasts	7:00am - 8:15am
	Conference	8:30am - 6:30pm
	Practice Nurses Programme	8:00am - 6:30pm
	Prize Winner notificatio	5:30pm
Sun 18 August	Plenary Breakfast	7:00am - 8:15am
	Conference*	8:30am - 1:00pm
	*Industry can packout after final caterin session at 11am.	
Mon 19 August	Courier pickups+	5:00pm
	+All equipment/brochures must be picked up by 1pm Monday 19 August 2024. Any material still uncollected by this date will be deemed wanted 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).

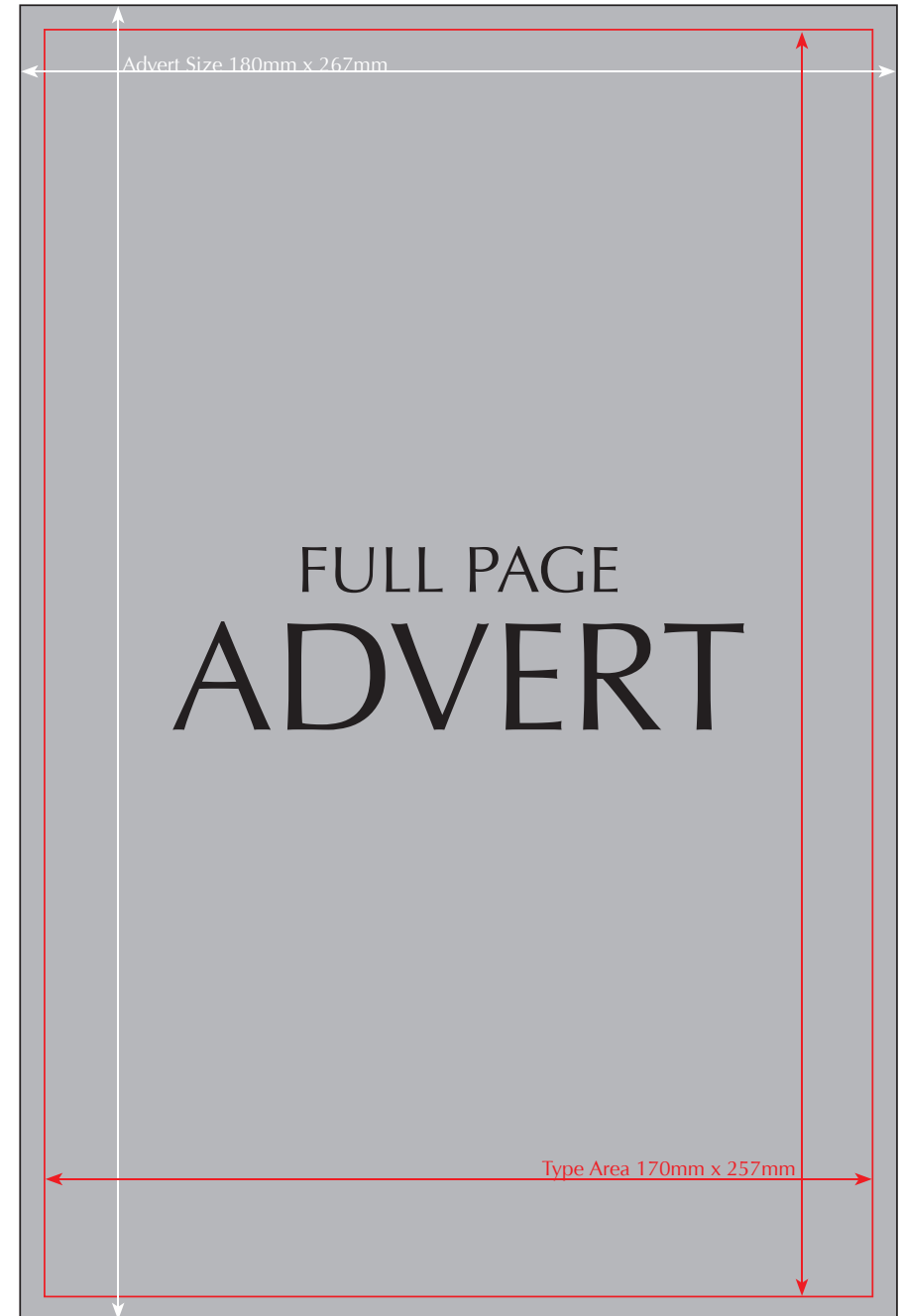
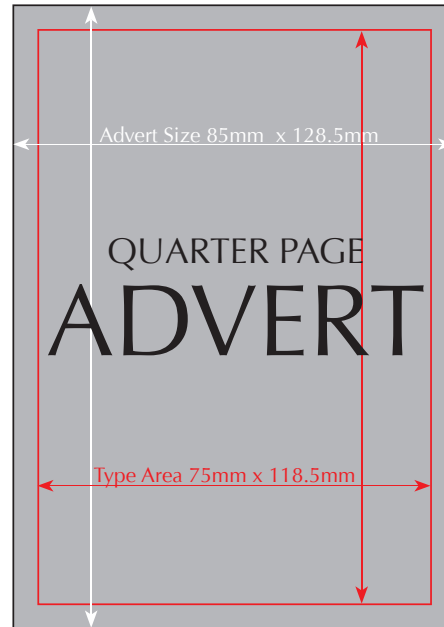
Or with no bleed (White page borders)

Then the advert size is 180 x 267mm

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

**Material Deadline:** 5pm Friday 28 June 2024

**Deliver to:** [leon@conferencematters.co.nz](mailto:leon@conferencematters.co.nz)



# SOUTH GPCME 2024 SPONSORSHIP & EXHIBITION FORM

General Practice Conference & Medical Exhibition | 15-18 August 2024

## CONTACT DETAILS FOR BOOKING

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 Profile for Proceedings booklet

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Web: \_\_\_\_\_

## EXHIBITION PARTICIPATION NZD

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 = \$ \_\_\_\_\_

**A - TOTAL \$**

Yes I require  Panels  Lighting  Power

Please avoid stand placement next to: \_\_\_\_\_

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

## SPONSORSHIP PARTICIPATION NZD

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 ..... \$3,950 + GST = \$ \_\_\_\_\_  
 App Sponsorship ..... \$5,000 + GST = \$ \_\_\_\_\_  
 Banner Ad ..... \$1,500 + GST = \$ \_\_\_\_\_  
 Text Alert ..... \$350 + GST = \$ \_\_\_\_\_

**B - TOTAL \$**

Please select categories you would like to be listed under in the product services listing

- 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
- 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
- Inflammatory Bowel Disease
- Insomnia
- Insurance
- Kiwisaver
- Medical Equipment
- Melanoma
- Minor Surgical Procedures
- Movement Disorders (Parkinsons)
- Nasal Decongestant
- 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
- 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
- Other: \_\_\_\_\_

## EXHIBITION ATTENDEES NZD (GST Inc.)

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: \_\_\_\_\_

**C - TOTAL \$**

## ACCOMMODATION

Dates		Total
Arrive	Depart	
Day & Date	Day & Date	
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$

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

Superior Room \$225

**D - TOTAL \$**

## OPTIONAL EVENTS

Functions		Total
Welcome Function		
Fri - Free		
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$

**E - TOTAL \$**

**A+B+C+D+E = GRAND TOTAL \$**

## PAYMENT OPTIONS GST Tax Invoice Number 95-598-579

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

\_\_\_\_\_  
 \_\_\_\_\_

Card expiry date \_\_\_\_/\_\_\_\_/\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Print Name \_\_\_\_\_ Signature \_\_\_\_\_

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

3.  Electronic Transfer:  
 Account Name: Conference Matters  
 Bank Name: Westpac  
 Bank City: Whangarei  
 Country: New Zealand  
 Swift Code: WPACNZ2W  
 Account Number: 03 0498 0809412 00  
 Bank Telephone: 0800 400 600  
 Particulars: Company Name  
 Payee Code: Your reference  
 Reference: STHGPCME 2024

4.  Please send me a GST invoice, PO No. ( \_\_\_\_\_ )





SP... R... H... S...



**TO:**

Te Pae Christchurch Convention Centre  
Loading Dock via Armagh Street  
188 Oxford Terrace  
Christchurch, New Zealand 8011  
ATT: Chris Taylor P 03 266 1425

**Box Number** \_\_\_\_\_ of \_\_\_\_\_

**FROM: SENDER DETAILS**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone No:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Event Name:** South GP CME 2024 - Event 11677

**Venue:** Te Pae Christchurch

**All goods to be received from:** Mon 12 August 2024

**Exhibitor Name:** \_\_\_\_\_ **Stand No:** \_\_\_\_\_

**Contact Person on the day:** \_\_\_\_\_ **Mobile No:** \_\_\_\_\_

**Delivery & Storage:** Te Pae Christchurch 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 19 August 2024. Any material still uncollected by this date will be deemed unwanted and disposed of appropriately.

Te Pae Christchurch (03) 266 1400 Inwards Goods Manager ATT: Chris Taylor P 03 266 1425

## Safe Delivery, Storage and Return of you Items

The delivery label needs to be completed accurately in order to ensure the arrival and correct allocation of your goods.

Loading Dock hours are from 07:00 – 16:00 Monday to Friday

**Please Note: Goods will not be accepted more than 24 hours before your event.**

If you intend to dispatch your goods via a courier from Te Pae Christchurch after the event, it is important for you to:

- Bring a consignment note with you
- Make sure the consignment note is completed correctly
- Ensure that every package has a label with your return address and the number of items on it (e.g. package 3 of 5)
- Remove all obsolete labels from packages

Please keep your copy of the consignment note for your future reference and the tracking of goods through your courier company.

**Goods are to be collected within 24 hours after the conclusion of the event.**

Please note: Storage charges will apply for goods not collected after this time.

The Te Pae Christchurch Convention Centre reserves the right to dispose of any remaining goods one (1) week after the conclusion of the event.

***PLEASE NOTE: All goods / property brought into Te Pae Christchurch or onto Te Pae Christchurch land, is done so at the sole risk of the persons responsible. The Te Pae Christchurch Convention Centre is not responsible for any damage to or theft of the items from the event.***

# EXHIBITOR GOODS PACKOUT LABEL - EVENT 11677

## PICK-UP ADDRESS:

Te Pae Christchurch Convention  
Centre Loading Dock via  
Armagh Street  
188 Oxford Terrace  
Christchurch New Zealand 8011



Event Name	GPCME	Event Date	15/08/24
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**Te Pae Christchurch Convention Centre onsite deliveries, Chris Taylor Ph +64 (0)3 266 1425**

## RETURN DELIVERY DETAILS

(Please ensure all items are **securely packaged** and **all paperwork required by Couriers is attached** eg. Shipment Air Waybills and sufficient Pre-paid stickers)

<b>COMPANY NAME:</b>			
<b>DELIVERY ADDRESS:</b>			
<b>CONTACT NAME:</b>		<b>PHONE:</b>	
<b>Courier Name:</b>	<b>Description of Items (eg cartons, pallets, boxes of satchel inserts)</b>	<b>Item No.</b>	<b>of</b>

**DELIVERIES MUST BE PICKED UP ONE DAY POST EVENT  
MONDAY – FRIDAY 8.30am – 5pm**

By signing for pickup of this shipment Te Pae Christchurch does not take any responsibility for the condition of the goods or quantity sent. This label is attached to each item with the understanding that all responsibility remains with the sender. Goods are to be picked up at the Loading Dock between 07:00-16:00 Mon-Fri. Please contact Te Pae Christchurch Loading Dock Office on arrival at the Centre.





  
CONFERENCE MATTERS

Postal: PO Box 1661  
Physical: 34 Hawken Road, Whangarei  
Phone: +64 (021) 164 3815  
Fax: +64 (09) 437 4089  
Email: [leon@conferencematters.co.nz](mailto:leon@conferencematters.co.nz)  
Web: [www.gpcme.co.nz](http://www.gpcme.co.nz)