



2017 QUEENSLAND SCHOOLS
VET SUMMIT

4 AUGUST 2017 / BRISBANE CONVENTION & EXHIBITION CENTRE

sponsorship handbook

Educate | Inspire | Empower

'Designed especially for VET in schools practitioners'



INVITATION

VELG TRAINING INVITES YOU TO SPONSOR THE VELG TRAINING 2017 QUEENSLAND SCHOOLS VET SUMMIT, WHICH IS BEING HELD ON 4 AUGUST 2017 AT THE BRISBANE CONVENTION & EXHIBITION CENTRE.

In 2017, Velg Training will be holding a face-to-face VET Summit specifically for Queensland School RTOs. Attendees will have access to a range of up-to-date information by leading industry experts.

The program for this event supports Queensland School RTOs to identify the changes that they will need to make within their organisation using the Standards for RTOs 2015 and assist VET teachers in implementing up-to-date assessment practices and understanding compliance documentation. Sessions information will be released in 2017.

LOCATION

Brisbane Convention & Exhibition Centre
Merivale St & Glenelg St
South Brisbane Q 4101

VET SUMMIT CONTACT

Dimity Redcliffe
Conference, Marketing & Events Manager
1/52 Jeffcott Street, Wavell Heights 4012
Phone: 07 3866 0888
Fax: 07 3866 0899
Email: events@velgtraining.com



**MORE
THAN
2000
DELEGATES
FROM SCHOOLS
ACROSS QUEENSLAND**

☞ NOT ONLY WILL SPONSORS BE ABLE TO DEMONSTRATE PRODUCTS AND SERVICES TO VET PRACTITIONERS BUT ALSO TO TALK DIRECTLY TO THE DECISION MAKERS. ☞☞

WHY BE A SPONSOR?

The 2017 Queensland Schools VET Summit provides a unique chance for sponsors to meet the core of their client base across Queensland. Not only will sponsors be able to demonstrate products and services to VET practitioners but also to talk directly to the decision makers. Previous feedback from sponsors has indicated that their experience was an excellent method of demonstrating their commitment to the VET sector.

By taking advantage of the sponsorship and exhibition opportunities, sponsors will be provided with a range of benefits:

- Demonstrate services and products to target markets
- Establish relationships with potential clients
- Network with professionals involved in VET within a school environment
- Increase brand awareness and exposure
- Receive valuable feedback from the sector
- Keep up-to-date with industry trends and meet with other key educational suppliers

WHO WILL BE ATTENDING?

The 2017 Queensland Schools VET Summit is expected to attract more than 200 delegates from schools across the state. The Summit caters for a range of roles through two Streams.

1

RTO Manager Stream: Principals, Deputy Principals, Deans of Studies, VET Curriculum Project Officers & VET Coordinators

2

VET Teacher Stream: VET Teachers, VET Administrators & VET Staff





THE 2017 QUEENSLAND SCHOOLS VET SUMMIT OFFERS 2 SPONSORSHIP OPPORTUNITIES. THE PACKAGES OUTLINED ARE DESIGNED TO PROVIDE MAXIMUM BRAND EXPOSURE THROUGH AN INTEGRATED MARKETING PLAN IN ADDITION TO PROVIDING A COST EFFECTIVE OPPORTUNITY TO MEET TARGET MARKETS FACE-TO-FACE.

SPONSORSHIP & EXHIBITION OPPORTUNITY

MARKETING SUMMARY

Sponsors will benefit from extensive advertising and promotion in the lead up to the event as well as post event coverage.

PRE SUMMIT

- Sponsors logo on Velg Training website
- Article in Velg Training members' eNew featuring Summit information – including logo (distribution 16,000)
- Logo included in eAlerts with relevant news and information about the Summit, communicating the theme, key dates and speakers

DURING SUMMIT

- Exposure to an expected 200+ delegates

POST SUMMIT

- Article in Velg Training members' eNews summarising Summit highlights (distribution 16,000)

SPONSORSHIP TABLE

<p>PRE EVENT:</p> <ul style="list-style-type: none"> • Organisation logo on Velg Training website • Highlighted as sponsor with organisation logo on relevant marketing material pre, during and post Summit <p>DURING EVENT:</p> <ul style="list-style-type: none"> • Trestle table and two chairs • Catering both days for two sponsor representatives • Organisation acknowledgement on day one of the Summit by the Velg Training • Freestanding sponsor banner 	<p>displayed in a room for the duration of the Summit (to be provided by sponsor)</p> <ul style="list-style-type: none"> • Half price registration for one delegate (including all catering) • One Summit satchel insert (to be supplied by the sponsoring company and limited to a document of 1 double-sided A4 pages) <p>POST EVENT:</p> <ul style="list-style-type: none"> • Post Summit e-alert to all attendees (to occur before 31 August 2017) <p>Exhibitors must set-up between</p>	<p>7.00am and 8.00am on Friday 4 August 2017.</p>
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INVESTMENT - \$600

Terms & Conditions

Disclaimer: No applications will be accepted without full payment. The entitlements in this document are offered on the basis that the sponsor receives confirmation from the Marketing, Conference & Events Manager before 31 May 2017. All information is correct at time of publication. Velg Training reserves the right to amend these packages subject to changes in the program format. Upon completion of the sponsorship application form, you are entering into a legal agreement.

Catering: Each sponsorship option clearly indicates the included catering. Please read carefully how many representatives are catered for. Additional staff representatives manning the exhibition display or wishing to attend sessions will incur additional charges.

SPONSORSHIP BOOTH

PRE EVENT:

- Organisation logo on Velg Training website
- Highlighted as sponsor with organisation logo on relevant marketing material pre, during and post Summit

DURING EVENT:

- Booth Build (3m x 3m)
- Organisation name on custom booth fascia, including logo
- Booth spotlights
- Trestle table and two chairs
- Catering both days for two

sponsor representatives

- Organisation acknowledgement on day one of the Summit by the Velg Training
- Freestanding sponsor banner displayed in a room for the duration of the Summit (to be provided by sponsor)
- Half price registration for one delegate (including all catering)
- One Summit satchel insert (to be supplied by the sponsoring company and limited to a document of 1 double-sided A4 pages)

POST EVENT:

- Post Summit e-alert to all attendees (to occur before 31 August 2017)

Exhibitors must set-up between 7.00am and 8.00am on Friday 4 August 2017.

INVESTMENT - \$1,000

HOW TO BECOME A SPONSOR

To submit an application, complete and return the sponsorship & exhibition form, including payment details. Sponsorship opportunities are limited - returning an application form does not guarantee a place.

Once the application form has been received, the Marketing, Conference & Events Manager will send a confirmation email, including a paid tax invoice and full details of entitlements. Full payment is required at time of application.

KEY DATES

Sponsorship applications close: 31 May 2017

Payment due: at time of application

Cancellation (with 10% admin fee) will be accepted up to: 15 June 2017

Summit date: 4 August 2017

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SPONSORS WILL BENEFIT FROM ADVERTISING AND PROMOTION IN THE LEAD UP TO THE EVENT AS WELL AS POST EVENT COVERAGE.

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Sponsorship Payment: Payment options are outlined on the Sponsorship Application & Payment Form – Electronic Funds Transfer or credit card. Velg Training will issue a paid tax invoice upon receipt of payment. All prices are in Australian dollars and include GST.

Cancellation Policy: Cancellations must be made in writing to, and acknowledged by, the Marketing, Conference & Events Manager. Refunds will only be granted if notice of cancellation of sponsorship is given by no later than 15 June 2017. Cancellation received before this date will be entitled to a full refund, less an administration fee of 10% of the total sponsorship option chosen. After this date no refunds will apply.

2017 QUEENSLAND SCHOOLS VET SUMMIT



SPONSORSHIP APPLICATION & PAYMENT FORM

Email this form
(Attention: Dimity Redcliffe and
email events@velgtraining.com)

Organisation name:		Postal address:	
Contact name:		Suburb:	
Position:		State:	Postcode:
Work phone:	Work fax:	Mobile:	
Email:		Website:	
Description of the product or service you would like to promote at the Summit:			

All prices shown are GST inclusive

Sponsorship package <i>(tick appropriate boxes)</i>	<input type="checkbox"/> Sponsorship Table: \$600	<input type="checkbox"/> Sponsorship Booth: \$1000	Other sponsorship opportunities <i>Call us to discuss</i>
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Additional delegates	Delegate (50% discount)
	<input type="text"/>

TOTAL Amount payable for sponsorship <i>(including all additional delegates)</i>	\$ <input type="text"/>
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PAYMENT

Payment by EFT

Attach a copy of the EFT remittance to the application form and return to Velg Training

Bank Name: Queensland Country Credit Union
Account Name: Velg Training Pty Ltd
BSB Number: 704-640
Account Number: 41525434

Payment by Visa or Mastercard

Visa Mastercard

Credit Card Number:

Cardholder's Name:

Expiry Date:

Signature:

TERMS & CONDITIONS

I have read and accepted the Terms & Conditions for the 2017 Queensland Schools VET Summit

Signed: _____ Date: _____



CONTACT: Dimity Redcliffe, Marketing, Conference & Events Manager
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events@velgtraining.com velgtraining.com

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