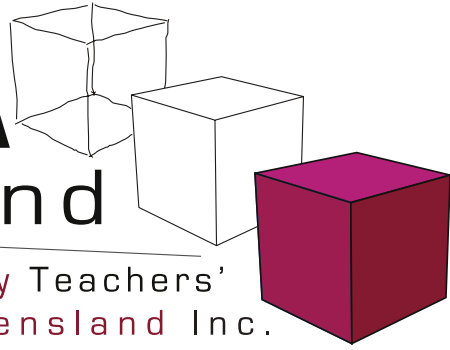


# DATTA Queensland



Design And Technology Teachers'  
Association of Queensland Inc.

#DATTAQLD2022

## Design And Technology Teachers' Association Queensland State Conference 2022

[dattaql.org.au/conference](http://dattaql.org.au/conference)

**Sponsorship  
Prospectus**

*Brisbane Convention & Exhibition Centre*  
**16–17 June 2022**

# DESIGN & TECHNOLOGY TEACHERS' ASSOCIATION (DATTA) QLD STATE CONFERENCE 2022

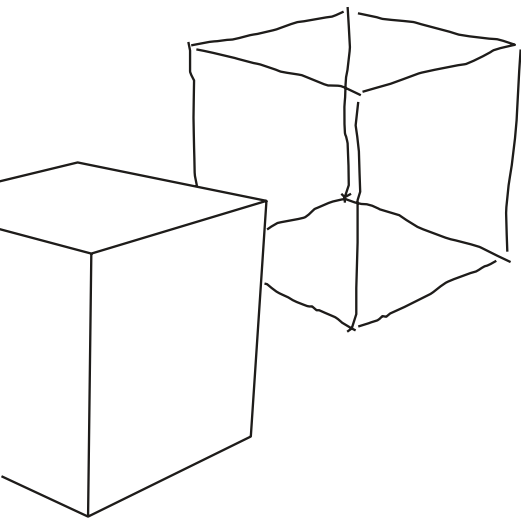
**Thursday 16–Friday 17 June 2022**

## DATTA Qld State Conference 2022

DATTA Qld is dedicated to the development of Design and Technology education in Queensland schools, and includes financial members from across the state, in all sectors of education; primary, secondary and tertiary.

Our conferences are designed to explore current and emerging practice, showcase professional development resources and facilitate collaborative and reflective thinking. We aim to motivate and inspire all pre-service, primary, secondary and tertiary technology educators.

We endeavour to bring together experts, academics, trade professionals and specialists from a range of disciplines through a program of lectures, small group workspaces and “hands-on” practical workshops that will allow teachers to connect to knowledge, methods, materials, equipment, ideas, trends, resources and personnel. This connection encourages teachers to highlight, apply and promote Design and Technology Education within a QCAA curriculum and beyond.



## Who will attend?

The conference draws teachers who are instructing in the various areas of technology, including, but not limited to:

- ▶ Graphic design
- ▶ Materials (Wood, Metal, Plastic etc)
- ▶ CAD systems
- ▶ Design heuristics
- ▶ Mechanical and Systems engineering
- ▶ Control systems and coding
- ▶ Electronics
- ▶ Tool and Machinery Suppliers
- ▶ Workplace Health and Safety

## Meeting venue – Brisbane

For the third time running DATTA Qld are delighted to welcome attendees back to The Brisbane Convention and Exhibition Centre (BCEC), a world-class purpose-built venue renowned for its operational and service excellence. The Centre is located in a unique urban cultural and entertainment precinct in the heart of Brisbane.



This award winning, state of the art facility, provides everything needed to run a first-class event and is in a convenient location with easy access to all forms of transport, along with a range of hotels all within walking distance. It is only a five-minute walk away from South Bank Parklands where there are very attractively presented gardens, tourist activities, shopping, food outlets, purpose-built sandy beaches and swimming lagoons and museums including Australia's newest and most celebrated Gallery of Modern Art.

## WE INVITE YOU

The Organising Committee of the DATTA Qld State Conference 2022 invites you to participate as a trade exhibitor and/or sponsor. The conference will be held at the Brisbane Convention and Exhibition Centre (BCEC), from Thursday 16 to Friday 17 June 2022. Your set up day will be Thursday 16 June from 7am. Over many years, Datta Qld have established long term relationships with service and product suppliers in the education and teaching sectors throughout Australia. Once again, DATTA Qld are extending an invitation to organisations to become sponsors of this important conference and promote your company and product to our audience. We expect 250-300 delegates, including classroom teachers, principals, lecturers, tertiary students, consultants, authors, illustrators and researchers to attend the conference. This event will provide important networking and sales opportunities, enabling your organisation to:

- ▶ Promote new and innovative products and services
- ▶ Establish links with schools and systems, Australia wide.

The convention centre is situated in a convenient location and the staff are experienced in hosting conferences. Brisbane in the middle of June boasts ideal weather, blue skies and lots of wonderful attractions. There is a range of accommodation nearby, many within a short walk from the conference centre. The centre offers ample space for the conference with modern facilities for the delegates and exhibitors. The exhibition area is large and will be used for morning, afternoon tea and lunch each day, providing delegates with plenty of opportunities to peruse displays and engage with exhibitors.

Please consider the sponsorship details described in this brochure. They have been developed to provide an opportunity for you to support our organisation and at the same time promote your business to a group of key education professionals. We look forward to the working together to ensure an excellent event to the benefit of all who attend.



**Mark McMullin, President**

On behalf of the DATTA Qld State Conference 2022 Organising Committee



### We would be delighted to discuss sponsorship and exhibition opportunities

We aim to ensure that delegates leave the meeting feeling inspired and that those who support the DATTA Qld State Conference 2022 receive the greatest exposure possible. Please contact the conference secretariat, Expert Events, to discuss in detail the following or any other sponsorship opportunities.

### Sponsorship enquiries

For more information about the DATTA Qld State Conference 2022, please contact the conference secretariat, Expert Events:



**Email:** [dattaqld@expertevents.com.au](mailto:dattaqld@expertevents.com.au)

**Phone:** +61 7 3848 2100

**Post:** PO Box 351, Hamilton Central, Qld 4007

**Website:** [www.dattaqld.org.au/conference](http://www.dattaqld.org.au/conference)

# 2022 SPONSORSHIP OPPORTUNITY\* SUMMARY TABLE

Please note: Prices include 10% Goods and Services Tax (GST)

Sponsor package	Premium sponsor	Charging stations sponsor	Dinner sponsor	Catering sponsor	Keynote speaker sponsor	Networking sponsor <b>SOLD</b>	Sponsored presentation or workshop	Satchel sponsor <b>SOLD</b>	Name badge sponsor	Lanyard (sponsor provided)	Program book advert	Satchel insert	Exhibitor only
<b>Investment</b> <i>All amounts are in Australian dollars</i>	\$6600	\$5500	\$4400	\$3300	\$3300	\$3000	\$3000	\$2800	\$2200	\$1900	\$330 / \$175 / \$115	\$240	Various prices
Availability	1 of 2 only	1 only	1 only	1 only	2 only	1 only	2 only	1 only	1 only	1 only	Limited	Limited	Limited
Logo included on conference promotional material	✓												
Logo on all sponsor signage	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓
Logo and weblink on conference website	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓
Logo on sponsor PowerPoint slide	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓
Logo on committee shirt	✓												
Logo displayed during all catering breaks				✓									
Logo printed on conference satchel								✓					
Named sponsor of:		Charging stations	Dinner	Morning and afternoon teas and lunch	Keynote speaker	Networking drinks		Satchel	Name badge	Lanyards			
Logo on delegate name badge									✓				
Logo on delegate lanyard										✓			
Advertisement in the conference program	Half page	Half page	Half page	Quarter page	Quarter page	Quarter page	Quarter page	Quarter page	Quarter page	Quarter page	Full, half or Quarter page		
Exhibitor registrations	4	4	2	2	2	2		2	2	2			2+
Full registrations							1						
Complimentary dinner tickets	4	4	4				1						
Verbal acknowledgement	✓	✓	✓			✓							
3-minute address	✓		✓										
Display company banner	✓	✓	✓			✓	✓						
Satchel insert	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	
Promotional content sent to membership database included in 1 (one) regular newsletter	✓												
Facebook post with sponsor mention	✓	✓	✓										
Logo included on marketing emails promoting the conference	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓
6m x 3m exhibition/trade display area including 4AMP power (additional costs for 10 or 15-AMP power may apply)	✓												
3m x 3m exhibition/trade display area including 4AMP power (additional costs for 10 or 15-AMP power may apply)		✓	✓	✓	✓	✓		✓	✓	✓			✓
Participation in the exhibitor passport competition	✓	✓	✓	✓	✓	✓		✓	✓	✓			✓

\*Last updated 7 February 2022

## PREMIUM SPONSOR (1 of 2 remaining)

**\$6600**

**Get in quick!**

### Acknowledgement

Verbal acknowledgment of premium sponsorship at opening address including a three-minute opportunity to address the attendees

### Promotions and marketing

- ▶ Your organisation logo included on conference promotional material
- ▶ Your organisation's logo displayed on the shirts worn by the conference organising committee for the duration of the daytime events
- ▶ Promotional content sent to membership database included in 1 (one) regular newsletter
- ▶ Your organisation's banner prominently displayed for the duration of the conference
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Facebook post with sponsor mention
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Half page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 4 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)
- ▶ Two (2) complimentary conference dinner tickets

### Exhibition/trade display

- ▶ Two adjoining exhibition/trade display areas (6m x 3m) in a prominent position for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

## CHARGING STATIONS SPONSOR (1 only)

**\$5500**

### Promotions and marketing

- ▶ Freestanding smart device charging stations with your organisation logo/branding displayed at the BCEC
- ▶ Your organisation's banner prominently displayed for the duration of the conference
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Facebook post with sponsor mention
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Half page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 4 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)
- ▶ Two (2) complimentary conference dinner tickets

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.



## CONFERENCE DINNER SPONSOR (1 only)

**\$4400**

### Acknowledgement

Verbal acknowledgment of sponsorship at the conference dinner including a three-minute opportunity to address the attendees

### Promotions and marketing

- ▶ Your organisation logo will be on display at the dinner at the end of the first day of the conference
- ▶ Opportunity to display your organisation's free- standing banner at the dinner.
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Facebook post with sponsor mention
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)
- ▶ Four (4) complimentary conference dinner tickets

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.
- ▶ This level of sponsorship entitles you to purchase an additional 3m x 3m booth space to make a double-sized booth if required. You will need to select this as an 'upgrade' when you purchase your sponsorship. Upgrading to a 6m x 3m space also entitles you to 2 additional complimentary exhibitor staff passes.

## CATERING SPONSOR (1 only)

**\$3300**

### Promotions and marketing

- ▶ Your organisation logo will be displayed near the catering stations during morning tea and lunch for both conference days
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Facebook post with sponsor mention
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

All amounts are in Australian dollars  
Please note: Prices include 10% Goods and Services Tax (GST)

## KEYNOTE SPEAKER SPONSOR (2 only)

**\$3300**

### Promotions and marketing

- ▶ Your organisation logo will be displayed on the introductory slide of the keynote speaker
- ▶ Organisation provided pull-up banner displayed at the keynote presentation
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

## NETWORKING SPONSOR (1 only)

**\$3000**

### Acknowledgement

Verbal acknowledgment of sponsorship at the conference networking session

### Promotions and marketing

- ▶ The opportunity to give away one branded item (as supplied by you and approved by the conference committee) during the networking session
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

## SPONSORED PRESENTATION (2 only)

**\$3000**

This is an opportunity to provide a sponsored presenter\* or workshop\* for a one hour session at the conference.

### Promotions and marketing

- ▶ One sponsored presenter\* for a session at the conference
- ▶ Organisation provided pull-up banner displayed at the sponsored presentation
- ▶ Your organisation logo will be displayed on the introductory slide of the session speaker
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ One full delegate registration for the session presenter to attend the conference
- ▶ One (1) complimentary conference dinner ticket

\*The chosen presenter and content of the session must be approved by the DATTA QLD program committee.

**SOLD**

All amounts are in Australian dollars  
Please note: Prices include 10% Goods and Services Tax (GST)

## SACHEL SPONSOR (1 only)

\$2800

### Promotions and marketing

- ▶ Your organisation logo will be printed on the conference satchels provided to each conference delegate (in conjunction with event logo)
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

## NAME BADGE SPONSOR (1 only)

\$2200

### Promotions and marketing

- ▶ Your organisation logo will be printed on the name tags of the conference delegates. This is the badge part which is printed with the delegate's name and organisation and separate from the lanyard, which is listed next
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

## LANYARD SPONSOR (1 only)

\$1900\*

### Promotions and marketing

- ▶ An opportunity to provide\* printed lanyards for the conference delegates with your organisation's logo
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

### Advertising

- ▶ Satchel insert. One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel. Please note, this is additional to any material you may wish to display/distribute at your trade display
- ▶ Quarter page advertisement in the final conference program

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for 2 exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Exhibition/trade display

- ▶ 3m x 3m exhibition/trade display area for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP power is optional. Please specify at time of booking.

**\*Please note:** sponsors are to provide and cover the costs for printing and shipping the lanyards for the conference with quantities specified six weeks prior to the conference. Please note, when supplying lanyards, they must have alligator clips at both ends for attaching a plastic name tag pouch and must be approved by the conference secretariat prior to shipping. Please contact the conference secretariat, Expert Events for more information, if you would like to take up this option.

**SOLD**

All amounts are in Australian dollars  
Please note: Prices include 10% Goods and Services Tax (GST)



# EXHIBITION AND MARKETING OPPORTUNITIES

## EXHIBITION/ TRADE DISPLAY (Limited)

### ONE EXHIBITION/TRADE DISPLAY AREA (VARIOUS SIZES)

3m x 2m		
3m x 2m with 4-AMP power	3m x 2m with 10-AMP power	3m x 2m with 15-AMP power
<b>\$880</b>	<b>\$1070</b>	<b>\$1100</b>
3m x 3m		
3m x 3m with 4-AMP power	3m x 3m with 10-AMP power	3m x 3m with 15-AMP power
<b>\$1150</b>	<b>\$1340</b>	<b>\$1370</b>
6m x 3m		
6m x 3m with 4-AMP power	6m x 3m with 10-AMP power	6m x 3m with 15-AMP power
<b>\$2240</b>	<b>\$2430</b>	<b>\$2460</b>

### Exhibition/trade display

- ▶ Exhibition/trade display area (3x2, 3x3 and 3x6 options are available) for the duration of the conference including 4AMP power. Please note additional 10 or 15-AMP Power\* can be purchased for an additional cost. To be specified at time of booking.

### Registrations and/or function tickets

- ▶ Morning teas and lunches included for two (2) exhibitor staff (please note there is an extra charge of \$140 per person for morning teas and lunches for any additional exhibitor staff)

### Promotions and marketing

- ▶ Participation in the exhibitor passport competition for delegates
- ▶ Your organisation logo will be included on a group sponsor PowerPoint slide before and after every session
- ▶ Logo included on marketing emails promoting the conference

## MARKETING OPPORTUNITIES (Limited)

\*These two additional opportunities can be purchased on their own or in addition to any of the previous sponsorship levels (if not already included as part of the package).

### PROGRAM ADVERTISEMENT\*

Subject to printing deadlines. Further information will be provided upon confirmation of your purchase.

- ▶ **Full page \$330**
- ▶ **Half page \$175**
- ▶ **Quarter page \$115**

### SACHEL INSERT ONLY\*

**\$240**

This option gives organisations unable to be present at the conference the opportunity to include some material for the conference attendees. At this stage we suggest a minimum of 300 inserts for inclusion. Further details about quantities, delivery and deadline will be provided about six weeks out from the conference. You will be advised if this quantity changes.

- ▶ One paper satchel insert item, such as a brochure/catalogue and one physical promotional item (USB, sticker, stress ball, pen etc). In the conference satchel.

**Book your sponsorship/  
trade display by heading  
to our online portal:**

<https://expertevents.eventsair.com/datta-qld-2022-conference/sponsorshipapplication>

All amounts are in Australian dollars  
Please note: Prices include 10% Goods and Services Tax (GST)

# IMPORTANT DETAILS OF THE EXHIBITION/ TRADE DISPLAY

## Booth and site configuration

- ▶ Site availability is limited and will be distributed according to sponsorship level then on a first in first served basis and subject to availability.
- ▶ Each site includes 1 display table (1830mm x 760mm) with tablecloth, 2 chairs, light, at least one Velcro-friendly wall fascia board with organisation name, and 4amp power as standard. Please note tablecloths are provided.
- ▶ Various booth configurations and power supplies are available. Please read further details under the Supporting Sponsors section.

## Safety requirements:

- ▶ All electrical equipment used at the conference must be certified for use in Australia.
- ▶ If you have high power needs, such as laser printing machines use of these machines at the conference must be obtained prior to the event to avoid electrical shortages.
- ▶ Leads and/or power boards brought into the conference venue MUST have a current Test and Tag certificate.
- ▶ Cables and leads etc that are on the floor must be secured in such a way as to not create a trip hazard.
- ▶ Machines such as laser cutters MUST have an effective and adequate filtering system/extracting unit attached. It is not acceptable to vent unfiltered gases and fumes into the hall.
- ▶ Any equipment that creates a dust/wood shavings and/or a metal swarf issue in the display area, MUST have an adequate filtering system/extracting unit or containment process in place. It is not acceptable to vent unfiltered gases, fumes and dust etc into the hall.
- ▶ Please be mindful of Workplace Health and Safety issues to avoid hazards.
- ▶ NOTE: As a requirement from the BCEC for exhibitions, all exhibitors must complete the Permit Form upon confirmation of their sponsorship. Before being permitted to exhibit at the BCEC, all items covered in the BCEC Event Safety Guidelines must be followed. Please complete the form and return it to Expert Events as soon as possible.

## Delegate details

Provision of delegate details is subject to privacy laws. Participants can choose not to be listed and opt out of providing contact details.

## General

- ▶ The organisers reserve the right to change the venue, duration or floor plan if exceptional circumstances demand. In the event of change of venue and/or duration, the agreement to participate will remain in force so long as the exhibitor is informed in reasonable time before the event.
- ▶ Exhibitors must accept the decisions of the organising committee in relation to the scope of exhibition displays. Where an exhibitor wants to conduct a number of activities within the exhibition space, the organising committee will have the right to limit the scope of these activities in the interest of providing a balanced presence from the industry.
- ▶ If you have any queries, please don't hesitate to contact the conference secretariat, Expert Events, via email [dattaqld@expertevents.com.au](mailto:dattaqld@expertevents.com.au) or by phone on 07 3848 2100.

## Trade Display Passport

**NOTE:** All exhibitors will be listed on a passport for the delegates to visit your trade display. We ask that you provide a question (and the answer) to the conference secretariat for inclusion on the passport. The question must be about your organisation/product/service, and should not be an easy one to guess, so that the delegates must visit your display to get the answer. You will also be provided with a unique stamp as additional proof that they visited your booth and didn't just get the answer from a colleague. The prizes for the draws will be provided by DATTA Qld. All passports will be checked for correctness. The winner must also be in the room at the time of the prize draw to receive the prize, otherwise it will be redrawn.

Your organisation is also welcomed to run its own prize draw from your trade display. However, promotion of your own prize draw is your responsibility and will not be announced or promoted by the secretariat or organising committee before, during or after the conference.

## APPLICATION TO SPONSOR

The online sponsorship and exhibition application form is available on the conference website:

[www.dattaqld.org.au/conference/sponsorship](https://www.dattaqld.org.au/conference/sponsorship)

### Payment

Sponsorship and exhibition arrangements will not be confirmed until payment is received. Payment options:

- ▶ EFT – bank account details will be provided on your invoice. A remittance advice must be emailed to [dattaqld@expertevents.com.au](mailto:dattaqld@expertevents.com.au).
- ▶ MasterCard or Visa – please note sponsorship/ exhibition payments via credit card will incur an additional 2% merchant fee.

### Your cancellation of participation at the conference

All cancellations must be advised in writing directly to Expert Events.

- ▶ Sponsors – If you provide notice of cancellation to Expert Events prior to 16 March 2022 a 50% cancellation fee will apply. On or 17 March 2022, a 100% cancellation fee will apply.
- ▶ Exhibitors – If you provide notice of cancellation to Expert Events prior to 16 April 2022 a 50% cancellation fee will apply. On or after 17 April 2022, a 100% cancellation fee will apply.

### Terms and conditions

- ▶ Please refer to the sponsorship and exhibitor agreements for full terms and conditions.
- ▶ Design and Technology Teachers' Association of Queensland Inc (DATTA Qld) (ABN 94 649 042 895) has engaged Expert Events Pty Ltd (ABN 35 619 941 561) as its agent to manage this event on our behalf. Contracts entered into by Expert Events Pty Ltd in connection with this event are entered into for and on behalf of DATTA Qld as its agent.

An important note about privacy:

- ▶ The information you provide when you submit your personal information to us will be collected by Expert Events Pty Ltd and will be shared with DATTA Qld and other participants in the event, as set out in Expert Events' [privacy policy](#), [privacy collection statements](#) and the specific consents contained in the conference website and in the terms and conditions for sponsors and exhibitors. Expert Events' privacy policy can be found at: [www.expertevents.com.au/privacy-policy/](https://www.expertevents.com.au/privacy-policy/).

### Insurance

It is a requirement of exhibiting at the DATTA QLD State Conference 2022 that each exhibiting organisation provides Expert Events with a copy of their Certificate of Currency (insurance certificate), which includes details of the underwriter, amount insured for (not less than the sum of \$20,000,000) and showing the period of cover includes the dates of the conference.

**SPECIAL NOTE:** Exhibitors should consult their own insurance companies for proper coverage of their merchandise and displays. Public risk insurance, all risk insurance, employer's liability, personal, accident and staff insurance for your stand area should also be taken out. Exhibitors should check with their own insurance company as many policies can be extended for the duration of the conference.

