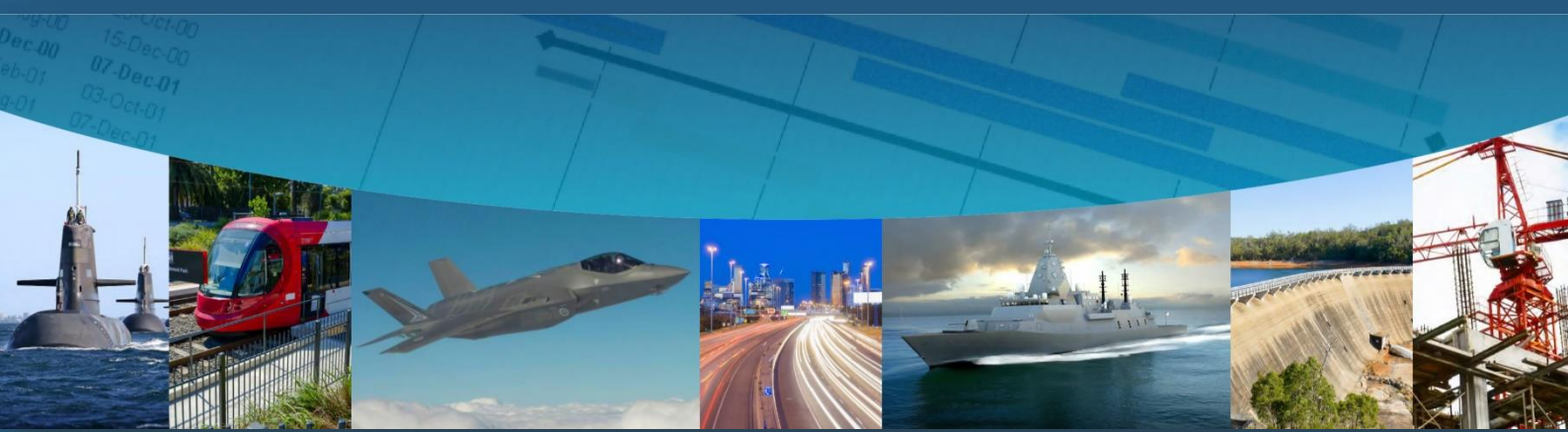


Partnership & Exhibition Proposal



PGCS 2019 Symposium

Canberra, ACT

20-22 August 2019

www.pcgs.org.au

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Invitation from the Symposium Organising Committee

Dear Partners

The Organising Committee is pleased to invite you to participate as a partner in the Project and Program Management (PPM) Symposium 2019 to be held from 20-22 August 2019 in Canberra.

The (PPM) Symposium 2019 is the flagship event in the overall 'Project Governance and Controls' program of activities. It is the only Australasian symposium dedicated to promoting project performance management and will again focus on the disciplines of project control and program, portfolio and project governance.

This is a commercially exciting opportunity to reach a targeted segment of the project management market (the project governance and controls communities) in an environment focused exclusively in this direction.

We invite to you take up this partnership offer, so you can be involved in what promises to be an interesting and rewarding event.



Patrick Weaver
Chair
PGCS Organising Committee

PGCS 2019 Symposium Details

Symposium/Trade Exhibition Dates

Tuesday 20 August to Wednesday 21
August 2019

Workshop Dates

Thursday 22 August 2019

Venue

The Canberra Rex Hotel
150 Northbourne Ave
Braddon
Canberra, ACT

Professional Symposium Organiser



Consec – Conference and Event Management
PO Box 3127
BDC ACT Australia 2617
T: + 61 2 6252 1200
F: + 61 2 6252 1222
E: PGCS@consec.com.au
W: <https://www.pgcsymposium.org.au/>

Symposium Manager: Barry Neame CEM
Symposium Coordinator: Abby Masters
GradCertEvtsMgt

Attendees Profile

Commonwealth, State and Local Government Representatives

- Defence including Army, Navy, Air Force, and the Capability Acquisition & Sustainment Group.
- Human Services.
- Social Services.
- Health and Ageing.
- Finance.
- Australian Taxation Office.

Representatives are likely to include:

- SES and executive level officers that manage major projects, or portfolios of projects.
- senior project staff (executive level officers) that run functional areas in major projects.
- project support staff that provide specialist “project management” skills and functions.
- staff that manage small and medium sized projects (federal, state and local government).

The project areas include information technology projects, physical infrastructure projects and a wide range of defence related acquisition activities.

Private Sector Companies

- Large international/national companies (Telstra, Optus, Lend Lease etc).
- Small and medium sized enterprises.

Representatives are likely to include:

- senior line managers with project responsibilities
- PMO staff with specialist skills
- principals from small and medium enterprises.

The private sector attendees are typically people who make project decisions or are key influencers who report to the C level executives that drive corporate direction.

Private Sector Consultants

The audience also includes a number of private sector consultants that provide specialist project management services and support.

Symposium Program

The symposium program includes:

- keynote presentations from key industry leaders and policy makers
- interactive workshops
- concurrent presentations.

Promotion

The symposium will be advertised extensively throughout Australasia.

Promotion will include:

- direct email to an extensive database - distribution of the symposium announcements and registration brochure
- e-marketing to an extensive database - regular email blasts promoting program updates, key dates and featured speakers
- the PGCS 2019 Symposium web site - partners will be acknowledged on the symposium web site
- promotion at other industry related activities.

Benefits to your Company by Partnering with the PGCS 2019 Symposium

- Opportunity to develop your contacts.
- Exposure to an interested, relevant and influential audience before, during and after the event.
- Networking opportunities during the event with real decision makers.
- Recognition of your organisation’s efforts in promoting skills and knowledge to other markets through technology, transfer, training and sustainable local industry development.
- Recognition as a supporter of increasing project management professionalism and partnerships. The opportunity to provide your promotional literature to a project control and governance audience.
- Access to all symposium sessions which will increase networking opportunities whilst providing valuable industry education and updates.

PGCS 2019 Symposium Partner Opportunities

All prices include GST

PLATINUM (LIMITED TO 3 ONLY)

AUD\$12,000

Recognition

- ✓ Opportunity to present a case study as part of the PGCS Symposium (30-minute Presentation)
- ✓ platinum partner acknowledgement at opening and closing plenary session
- ✓ company acknowledgement on the symposium website with a link to company website
- ✓ company logo on symposium signage
- ✓ company logo on main symposium slide in each room

Exhibition and Registration

- ✓ two (2) exhibition tables including four (4) exhibitor registrations and welcome reception tickets
- ✓ four (4) symposium registrations including welcome reception

Promotion

- ✓ two (2) inserts in delegate satchels (supplied by partner)

GOLD (MULTIPLE)

AUD\$9,000

Recognition

- ✓ opportunity to display corporate signage (normally a 1000 x 2000mm roll up banner - supplied by partner) during an approved session)
- ✓ company acknowledgement on the symposium website with a link to company website
- ✓ company logo on main symposium slide in each room

Exhibition and Registration

- ✓ one (1) exhibition table including two (2) exhibitor registrations and welcome reception tickets
- ✓ two (2) symposium registrations including social function tickets

Promotion

- ✓ two (2) inserts in delegate satchels (supplied by partner)

SILVER (MULTIPLE)

AUD\$6,500

Recognition

- ✓ company acknowledgement on the symposium website with a link to the company website
- ✓ company logo on main symposium slide in each room

Registration and Social Function Tickets

- ✓ one (1) exhibition table including two (2) exhibitor registrations and welcome reception tickets
- ✓ one (1) symposium registration including social function tickets

Promotion

- ✓ one (1) insert in delegate satchels (supplied by partner)

BRONZE (MULTIPLE)

AUD\$5,400

Recognition

- ✓ company acknowledgement on the symposium website with a link to company website
- ✓ company logo on main symposium slide in each room

Exhibition and Registration

- ✓ one (1) exhibition table including two (2) exhibitor registrations and welcome reception tickets

Promotion

- ✓ one (1) insert in delegate satchels (supplied by partner)

SATCHEL (EXCLUSIVE)

AUD\$4,000

Recognition

- ✓ your organisation's name and logo will be printed (one colour) on the front of the satchels (together with the PGCS 2019 Symposium logo)
- ✓ one (1) company logo displayed on the symposium website

Promotion

- ✓ one (1) insert in delegate satchels (supplied by partner)

NAME BADGE AND LANYARD

(EXCLUSIVE)

AUD\$3,300

Recognition

- ✓ your organisation's name and logo will be printed (one colour) on all name badges and lanyards (together with the PGCS 2019 Symposium logo)
- ✓ one (1) company logo displayed on the symposium website

Promotion

- ✓ one (1) insert in delegate satchels (supplied by partner)

INDIVIDUAL PACKAGES

The above traditional partnership arrangements/packages may not cater for your specific needs. If so, please contact the Exhibition/Partnership Manager to discuss your needs for a more personalised package.

Telephone: +61 2 6252 1200
Facsimile: +61 2 6252 1222
Email: pgcs@consec.com.au

Please note: The production of banners and any promotional material is the responsibility of the partner.

Prime position will be dependent on availability in the floor plan when the application is received.

PGCS 2019 Symposium Trade Exhibition

The symposium trade exhibition will be held from Tuesday 20 August to Wednesday 21 August 2019. The floor plan will be designed to ensure good visibility and access to all tables. Maximum traffic flow will be encouraged by the placement of catering stations at key points in the exhibition area for morning and afternoon tea as well as by constant referral. There are a maximum of 10 trade tables available. Lunch, morning and afternoon teas will be held in the exhibition area to make sure there are many opportunities for networking between delegates and exhibitors.

Exhibition Dates and Times

Exhibition trade tables must be show ready by 8.00am on Tuesday 20 August 2019.

To increase the number of delegates attending your exhibit, think about enhancing your exhibition trade table display, through a colourful display or perhaps something interactive.

Trade Table Display		AUD\$2,800 incl GST
Dimensions	2m x 1m	
Furniture	1 x trade table and 2 x chairs	
Welcome Reception	An invitation is extended by the symposium committee, for two (2) representatives, per trade table display, to attend the welcome reception as their guests	
Symposium Satchel	One (1) per trade table including delegate listing	
Delegates Listing	Subject to privacy legislation, Name and organisation details of all delegates attending the symposium will be made available to partners and exhibitors	
Name Badge	Name badge/lanyard for two (2) representatives	
Promotion	Listing of company name on the symposium website	
Catering	Morning/afternoon teas and lunches for two (2) representatives each day	

PGCS 2019 Symposium Trade Exhibition Floor Plan

A floor plan will be available upon request. The provisional floor plan may be amended once exhibitors are confirmed or at the symposium organising committee's discretion. Should the exhibition floor plan require expansion, retraction or re-arranging, Consec – Conference and Event Management has the right to make the necessary changes without notice.

How to Book and Payment Deadlines

Trade Exhibition

Early booking is necessary, as space is limited and exhibition trade tables will be allocated strictly in order of the date the deposit payment and application to exhibit form is received. In order to confirm your exhibition space, we will require the Application to Exhibit Form and fifty per cent (50%) deposit payment to be forwarded by return mail. The balance payment will be required by **Friday 14 June 2019**.

Partnership

In order to confirm your partnership booking, we will require the Application to Partner form and fifty per cent (50%) deposit payment to be forwarded by return mail. The balance payment will be required by **Friday 14 June 2019**.

Application to Exhibit Form

Please complete this form and return with payment to:

PGCS 2019 Symposium, Professional Conference Organiser, Consec – Conference and Event Management,
PO Box 3127, BDC ACT 2617 Australia. **ABN: 97769193028 (Project Governance Controls Symposium)**

Contact name _____

Company/organisation _____

Address _____

Telephone: () _____ Email: _____

Area Position

Number of trade tables required _____

I/we prefer trade table position/s as indicated on the enclosed floor plan in order of preference:

1st _____ 2nd _____ 3rd _____

Please tick:

Notwithstanding any email or verbal communication, I/we understand that trade tables will be allocated strictly in order of receipt of applications and deposit monies and that the Professional Conference Organiser's decision will be final. Should the exhibition floor plan require expansion or retraction, the organisers have the right to make the necessary changes.

Cancellation Policy

In the event of the withdrawal of an exhibition trade table booking, Consec - Conference and Event Management should be notified in writing as soon as possible.

Please note that a refund of fees paid/invoiced (less a cancellation fee of 50% of the value) will be made to an exhibitor cancelling before or on **Friday 14 June 2019**. No refunds will be made after that date and any outstanding money on your invoice will still need to be paid.

We accept the terms and conditions as outlined in this Partnership/Exhibition Proposal and hereby enclose our payment for \$_____ (incl GST).

*Please note: all payments made by credit card will attract a 3% processing fee.

Signed _____ Date _____ (on behalf of the exhibitor listed above)

Total Amount Payable

\$2,800.00 (incl GST) per 2m x 1m space (including table + power)

[See last page for payment details]

Deposit Deadline: 50% with booking

Balance Deadline: Friday 14 June 2019

* Consec - Conference and Event Management as agent for PGCS 2019 Symposium

Terms and Conditions

Exhibition

- In the event of the withdrawal of an exhibition trade table booking, Consec - Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to an exhibitor cancelling before or on **Friday 14 June 2019**. No refunds will be made after that date.
- Exhibition trade tables will be allocated strictly in order of receipt of applications and deposit monies and Consec – Conference and Event Management’s decision will be final.
- Should the exhibition floor plan require expansion, retraction or re-arranging, Consec - Conference and Event Management have the right to make the necessary changes without notice.
- **Exhibitors will not be permitted to move in or be listed in the symposium handbook until full payment has been received.**
- The Project Governance and Controls Symposium (PGCS) and Consec - Conference and Event Management will not be liable for injuries to any person or damages to property owned or controlled by exhibitors. Regarding claims for damages or injuries that may arise from or be in any way connected with exhibitor occupation or display space, the exhibitor agrees to defend indemnity and hold the Organising Committee harmless against all such claims. The exhibitor agrees to insure itself at its own expense against property loss or damage and for public liability or personal injury and liability for property damage.
- Exhibitors are strongly advised to insure goods during transit and while on display, against damage/loss, however caused, as well as public liability. In addition, the exhibitor acknowledges that the PGCS 2019 Symposium and Consec - Conference and Event Management do not maintain insurance covering exhibitor’s property and that it is the sole responsibility of the exhibitor to obtain public liability, business interruption and property damage insurance covering such loss by an exhibitor.
- **All exhibitors must have a current public liability insurance cover for their exhibition trade table.**
- **Exhibitors may be required to submit their public liability insurance certificate along with their booking form.**
- Partners and exhibitors are not permitted to attend symposium sessions or social events, unless the applicable tickets are offered as part of the partner or exhibitor package. Should partners or exhibitors wish to attend the symposium as a delegate, the applicable registration form must be completed and forwarded together with payment to Consec – Conference and Event Management.
- Participants shall be regarded in every aspect as carrying their own risk for injury to person or property, including baggage, during the symposium. We strongly recommend that at the time of booking you take out a travel insurance policy of your choice. The policy taken should include the loss of deposit through cancellation, medical insurance, loss or damage to personal property, financial loss incurred through disruption due to strikes or other industrial action. Consec – Conference and Event Management are in no way responsible for any claims concerning insurance.
- Due to the privacy legislation, Consec – Conference and Event Management cannot guarantee the inclusion of ALL participants’ names and contact details on the delegates list.

APPLICATION TO PARTNER FORM

Please complete this form and return with payment to:

PGCS 2019 Symposium, Professional Conference Organiser, Consec – Conference and Event Management,
PO Box 3127, BDC ACT 2617 Australia. **ABN: 97769193028 (Project Governance Controls Symposium)**

Contact name: _____

Company/organisation _____

Address _____

Telephone: _____ Facsimile: _____

Email: _____

Partnership Package Preferences

I/we would like to take up the following partnership package/s:

1st _____ Total Cost _____

2nd _____ Total Cost _____

Please tick:

Notwithstanding any email or verbal communication, I/we understand that partnership will be allocated strictly in order of receipt of applications and deposit monies and that the Professional Conference Organiser's decision will be final. Should the exhibition floor plan require expansion or retraction, the organisers have the right to make the necessary changes.

Cancellation Policy

In the event of the withdrawal of a partnership booking, Consec – Conference and Event Management should be notified in writing as soon as possible.

Please note that a refund of fees paid/invoiced (less a cancellation fee of 50% of the value) will be made to any partner cancelling before or on **Friday 14 June 2019**. No refunds will be made after that date and any outstanding money on your invoice will still need to be paid.

We accept the terms and conditions as outlined in this Partnership/Exhibition Proposal and hereby enclose our payment for \$_____ (incl GST).

*Please note: all payments made by credit card will attract a 3% processing fee.

Signed _____ Date _____ (on behalf of the exhibitor listed above)

[See last page for payment details]

Deposit Deadline: 50% with booking

Balance Deadline: TBC

Please note:

Acknowledgement on the website and in the conference handbook is subject to partnership confirmation prior to deadlines.

The production of banners and any promotional materials is the responsibility of the partner.

Prime position will be dependent on availability in the floor plan when applying

** Consec - Conference and Event Management as agent for PGCS 2019 Symposium*

Terms and Conditions

Partnership

- In the event of the withdrawal of a partnership booking, Consec – Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to a partner cancelling before or on **14 June 2019**. **No refunds will be made after that date.**
- Your requested type of partnership may have a limited number of partners as specified in the proposal, so therefore preference will be determined in order of receipt of the signed agreement and deposit.
- Partners and exhibitors are not permitted to attend symposium sessions or social events, unless the applicable tickets are offered as part of the partner or exhibitor package. Should partners or exhibitors wish to attend the symposium as a delegate, the applicable registration form must be completed and forwarded together with payment to Consec – Conference and Event Management.
- In the event of the withdrawal of an exhibition trade table booking, Consec - Conference and Event Management should be notified in writing as soon as possible. Please note that a refund of fees paid (less a cancellation fee of 50% of the value) will be made to an exhibitor cancelling before or on **Friday 14 June 2019**. No refunds will be made after that date.
- Exhibition trade tables will be allocated strictly in order of receipt of applications and deposit monies and Consec – Conference and Event Management’s decision will be final.
- Should the exhibition floor plan require expansion, retraction or re-arranging, Consec - Conference and Event Management have the right to make the necessary changes without notice.
- **Exhibitors will not be permitted to move in or be listed in the symposium handbook until full payment has been received.**
- The Project Governance and Controls Symposium (PGCS) and Consec - Conference and Event Management will not be liable for injuries to any person or damages to property owned or controlled by exhibitors. Regarding claims for damages or injuries that may arise from or be in any way connected with exhibitor occupation or display space, the exhibitor agrees to defend indemnity and hold the Organising Committee harmless against all such claims. The exhibitor agrees to insure itself at its own expense against property loss or damage and for public liability or personal injury and liability for property damage.
- Exhibitors are strongly advised to insure goods during transit and while on display, against damage/loss, however caused, as well as public liability. In addition, the exhibitor acknowledges that the PGCS 2019 Symposium and Consec - Conference and Event Management do not maintain insurance covering exhibitor’s property and that it is the sole responsibility of the exhibitor to obtain public liability, business interruption and property damage insurance covering such loss by an exhibitor.
- **All exhibitors must have a current public liability insurance cover for their exhibition trade table. Exhibitors may be required to submit their public liability insurance certificate along with their booking form.**
- Participants shall be regarded in every aspect as carrying their own risk for injury to person or property, including baggage, during the symposium. We strongly recommend that at the time of booking, you take out a travel insurance policy of your choice. The policy taken should include the loss of deposit through cancellation, medical insurance, loss or damage to personal property, financial loss incurred through disruption due to strikes or other industrial action. Consec – Conference and Event Management are in no way responsible for any claims concerning insurance.
- Due to the privacy legislation, Consec – Conference and Event Management cannot guarantee the inclusion of ALL participants’ names and contact details on the delegates list.

METHODS OF PAYMENT

NOTE: A VALID CREDIT CARD MUST BE SUPPLIED FOR ALL PARTNERSHIP AND EXHIBITION APPLICATIONS.

You may still indicate you would like to pay via EFT, however, if there is outstanding money as at Friday 14 June 2019, your credit card will be charged.

1. Credit Card

NOTE: Payment by credit card attracts a 3% processing fee. This will be added to the total amount payable.

MasterCard Visa Amex

NOTE - Consec Support Services will appear on your credit card statement.

Please provide credit card details in the spaces below.

Cardholder Name/s: _____

Card Number:

Expiry Date: / CVC:

Signature: _____

2. Electronic Funds Transfer

Bank:

Account name:

Branch:

BSB No:

Account No:

Transaction Reference Number: _____

Please note: A remittance advice MUST be emailed through to Consec - Conference and Event Management once payment has been processed to pgcs@consec.com.au.