



**New Zealand
Freshwater Sciences Society**

SPONSORSHIP PROPOSAL



**MONDAY 18 NOVEMBER – FRIDAY 22 NOVEMBER 2024
ROTORUA ENERGY EVENTS CENTRE**

“HAERE I MUA WHAKAKOTAHI – MOVING FORWARD AS ONE”

WELCOME TO NZFSS 2024 CONFERENCE



We would like to invite you to be part of this year's New Zealand Freshwater Sciences Society Conference.

The Conference will be hosted in Rotorua from Monday 21 November to Friday 22 November 2024.

The conference theme, "Haere I mua Whakakotahi – Moving forward as one", underscores the pivotal role of working together in addressing the complex issues affecting our freshwater ecosystems. By fostering collaboration among researchers, policymakers, and restoration practitioners, from across different knowledge systems we aim to bring together different perspectives to foster stronger bonds and catalyse meaningful progress in freshwater science and management.

The programme will include plenary speaker presentations as well as special and contributed sessions, poster displays, a diverse array of exhibits, networking functions, and field trips that showcase Rotorua's unique environments and attractions.

The Conference is likely to attract 300 delegates from around New Zealand to Rotorua for the week, providing you with an unequalled opportunity to showcase your business to representatives from all

levels of government, universities, research and management agencies, suppliers and consultants engaged in freshwater science.

The success of events such as this depends significantly on sponsorship from organisations such as yours. In return for your support, we would like to offer you the opportunity to profile your business at the Conference and attract support to your organisation from Conference delegates.

This Proposal outlines various levels of involvement to suit every budget and marketing objective, we encourage you to explore the benefits of participating as a sponsor. If there are other ways in which you would like to participate, we would be happy to discuss these with you.

We look forward to seeing you in Rotorua this November.

On behalf of the NZFSS Conference Committee.

Deniz Ozkundakci
Conference Chair

VENUE



The Energy Events Centre is one of the best conference venues in New Zealand with spacious, easy-to-access facilities. Positioned at the edge of Lake Rotorua, this venue has extensive free car parking and is within easy walking distance of hotels, restaurants, cafes, shops and spa facilities.

Address: Queens Dr, Rotorua 3010.



Rotorua Energy Events Centre

PROGRAMME AT A GLANCE

MONDAY 18 NOVEMBER

- Workshops

TUESDAY 19 NOVEMBER

- Conference Day 1
- Poster Session
- Welcome Function

WEDNESDAY 20 NOVEMBER

- Conference Day 2
- Early Career Function

THURSDAY 21 NOVEMBER

- Conference Day 3
- Conference Dinner

FRIDAY 22 NOVEMBER

- Field Trips

SPONSORSHIP SUMMARY

PACKAGE BENEFITS	PLATINUM \$12,000	GOLD \$8,000	SILVER \$5,000	Dinner	BBQ
Maximum number available	3	3	4*		
PROFILE – Your logo will appear on					
The conference website home page (including a hyperlink)	✓	✓	✓	✓	✓
The conference website sponsors page (including a description)	✓	✓	✓	✓	✓
The banners used throughout the conference	✓	✓	✓	-	-
The inside of the digital handbook	✓	✓	✓	✓	✓
Listing on the exhibitor floorplan in the hanbook	-	-	-	-	-
Splash advert in the conference app	✓	-	-	on 1 page	-
Logos in the conference app	✓	✓	✓	-	on 1 page
The sponsors slide, displayed during the housekeeping each day	✓	✓	✓	✓	✓
The delegate registration form	✓	✓	✓	on 1 page	on 1 page
The holding slide, displayed at the start of the conference each day	✓	✓	-	-	-
The cover of the digital handbook	✓	-	-	-	-
The delegates' conference name tag	✓	-	-	-	-
Plenary speaker sponsor	✓	-	-	-	-
Session keynote sponsor	✓	✓	-	-	-
Day & lunch sponsor	✓	-	-	-	-
Tea break sponsor	-	✓	-	-	-
Session sponsor	✓	✓	✓	-	-
Special Session sponsor	-	-	-	-	-
Opportunity to offer promotional item at an event - at own expense	✓	✓	✓	✓	✓
PUBLICITY – Your organisation/company will receive					
Advertisement space in the digital handbook (page/ad size) Full Half	Full	Full	Half	-	-
Verbal recognition by the conference MC at the beginning of each day	✓	✓	-	-	-
Mention in media related to the conference	✓	-	-	-	-
NETWORKING BENEFITS					
Exhibition space to engage with attendees	✓	✓	1/2 price	-	-
Full conference registrations	3	2	1	-	-
Conference dinner tickets	3	2	1	3	-

PACKAGE BENEFITS	Field trip	Early career + Student Funcion	Session sponsor	Notepad	Exhibitor (Single)	Exhibitor (Double)
PROFILE – Your logo will appear on						
The conference website home page (including a hyperlink)	✓	✓	–	–	–	–
The conference website sponsors page (including a description)	✓	✓	✓	✓	–	–
The banners used throughout the conference	–	–	–	–	✓	✓
The inside of the digital handbook	✓	✓	–	–	–	–
Listing on the exhibitor floorplan in the hanbook	–	–	–	–	–	–
Splash advert in the conference app	–	–	–	✓	✓	✓
Logos in the conference app	on 1 page	on 1 page	–	–	–	–
The sponsors slide, displayed during the housekeeping each day	✓	✓	–	–	–	–
The delegate registration form	on 1 page	on 1 page	–	–	–	–
The holding slide, displayed at the start of the conference each day	–	–	–	–	–	–
The cover of the digital handbook	–	–	–	–	–	–
The delegates' conference name tag	–	–	–	–	–	–
Plenary speaker sponsor	–	–	–	–	–	–
Session keynote sponsor	–	–	–	–	–	–
Day & lunch sponsor	–	–	–	–	–	–
Tea break sponsor	–	–	–	–	–	–
Session sponsor	–	–	–	–	–	–
Special Session sponsor	–	–	✓	–	–	–
Opportunity to offer promotional item at an event - at own expense	✓	✓	✓	✓	✓	✓
PUBLICITY – Your organisation/company will receive						
Advertisement space in the digital handbook (page/ad size) Full Half	–	–	–	–	–	–
Verbal recognition by the conference MC at the beginning of each day	–	–	–	–	–	–
Mention in media related to the conference	–	–	–	–	–	–
NETWORKING BENEFITS						
Exhibition space to engage with attendees	–	–	–	✓	✓	✓
Full conference registrations	–	–	–	–	–	–
Conference dinner tickets	–	–	–	–	–	–

INDIVIDUAL SPONSORSHIP	AVAILABLE	COST
Conference dinner sponsor	1	\$6,000
Welcome function sponsor	1	\$3,000
Early career + Student function sponsor	1	\$3,000
Session sponsor	1	\$1,000
Field trip sponsor	3	\$3,000
Notepad sponsor	1	\$500
Student award for best contribution to conservation (poster or oral presentation)	1	\$250
Student award for best applied science (poster or oral presentation)	1	\$250

EXHIBITION & ADVERTISING	AVAILABLE	COST
Exhibition double package	2	\$2,300
Exhibition single package	7	\$1,500
Virtual exhibition package	9	\$1,000
Website banner ad – footer	3	\$850
Website banner ad – side	6	\$600
Handbook ad – full-page	4	\$650
Handbook ad – half-page	4	\$450
Handbook ad – quarter-page	4	\$250
Virtual platform banner ad	6	\$200

PLATINUM PACKAGE

\$12,000 + GST — 3 AVAILABLE

As the Platinum Sponsor, your organisation will be positioned as this year's premier conference partner. A package of advertising and promotion will be paramount and very visible before, during and after the conference.

PROFILE – YOUR LOGO WILL APPEAR ON

- The conference website home page.
- The conference website sponsors page including a description of the organisation/company.
- The banners used throughout the conference.
- The delegate conference registration form.
- Delegates' conference name tags.
- The inside of the digital handbook.
- The cover of the digital handbook.
- The holding slide, displayed at the start of the conference each day.
- The sponsors slide, displayed during the housekeeping each day.
- Splash advert in the conference app

PUBLICITY – YOUR COMPANY WILL RECEIVE

- Mention in media related to the conference.
- One page advertisement included in the digital handbook (artwork to be supplied by sponsor).
- Verbal recognition by the Conference MC at the beginning of each day.

NETWORKING BENEFITS

- THREE full conference registrations.
- THREE dinner tickets.
- ONE 6m x 1.2m exhibition stand (includes: booth, wall & sides, company fascia sign and two 150w spotlights).

GOLD PACKAGE

\$8,000 + GST — 3 AVAILABLE

A Gold Sponsor is viewed as a key event partner and you will receive considerable exposure and recognition through the following benefits.

PROFILE – YOUR LOGO WILL APPEAR ON

- Conference website home page.
 - Conference website sponsors page including a description of the organisation/ company.
 - On the banners used throughout the conference.
 - Delegate conference registration form.
 - Inside of the digital handbook.
 - On the holding slide, displayed at the start of the conference each day.
 - On sponsors slide, displayed during the housekeeping each day.
- Logos in the conference app

PUBLICITY – YOUR COMPANY WILL RECEIVE

- Full page advertisement included in the digital handbook (artwork to be supplied by sponsor).
- Verbal recognition by the Conference MC at the beginning of each day.

NETWORKING BENEFITS

- TWO full conference registrations.
- TWO dinner tickets.
- ONE 3m x 1.2m exhibition stand (includes: booth, wall & sides, company fascia sign and two 150w spotlights).

PACKAGES

SILVER PACKAGE

\$5,000 + GST — 4+ AVAILABLE

As a silver sponsor, a package of advertising and promotion will be visible throughout the conference and includes:

PROFILE — YOUR LOGO WILL APPEAR ON

- Conference website home page.
- Conference website sponsors page.
- On the banners used throughout the conference.
- Inside the digital handbook.
- On sponsors slide, displayed during the housekeeping each day.
- The delegate registration form
- Logos in the conference app

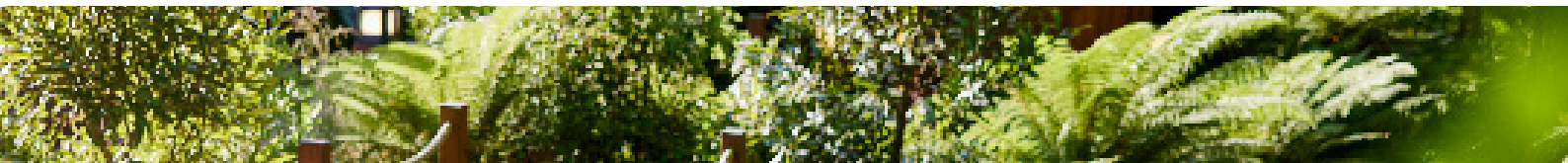
PUBLICITY — YOUR COMPANY WILL RECEIVE

- Sponsor marketing material included in the digital handbook.
- Half page advertisement included in the digital Handbook (artwork to be supplied by sponsor).

NETWORKING BENEFITS

- ONE full conference registration.
- ONE dinner ticket.
- 50% discount off a 3m x 1.2m exhibition stand (includes: booth, wall & sides, company fascia sign and two 150w spotlights).

ADDITIONAL OPPORTUNITIES



Opportunities are available for sponsorship of specific conference events or conference materials. All sponsors will receive brand exposure both on the website and in print and include:

- Naming rights of the function / break / session / field trip.
- TWO Free standing banners in prominent location for the duration of the function/break.
- Logo on conference website sponsors page.
- Logo in the digital handbook.

For the NZFSS Conference 2024, these opportunities include: (Unless specified there is 1 available each).

WELCOME FUNCTION - \$3000

A tradition for delegates, the Welcome Function takes place on the first night of the conference and sets the scene for the week to come – good people, good food, and lots of networking opportunities.

In addition to the benefits described above, we will display your logo on all drinks vouchers and give you the opportunity to welcome our delegates on the night with a short speech (three minutes).

CONFERENCE DINNER - \$6000

Attended by most delegates, the Conference Dinner is always a unique experience with a local flavour. Don't miss the opportunity to contribute to make this a most memorable night for all our delegates!

In addition to the benefits described above, we will add your logo to the Dinner Table menus and you will have a chance to welcome all delegates to the dinner.

EARLY CAREER & STUDENT FUNCTION - \$3000

NZFSS encourages students to participate in the annual conference. A students night will be organised on the second day of the conference.

FIELD TRIP - \$3000 (3 AVAILABLE)

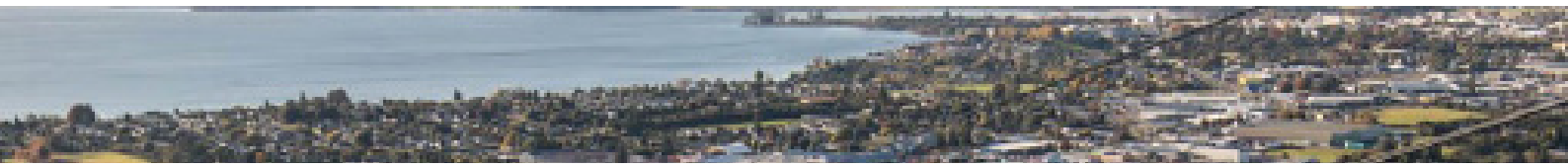
The field trips are very popular with our delegates and are an integral part of the Conference.

In addition to the benefits described above, your logo will be displayed on the bus signage.

SESSION SPONSOR - \$1000

The poster session is a key component of the NZFSS Conference, with posters being displayed in the refreshment and networking areas. Attendees are given plenty of time to view the posters.

OTHER OPPORTUNITIES



We offer a variety of advertising opportunities, both print and digital to assist your company/organisation in gaining significant industry exposure to conference delegates.

HANDBOOK ADVERTISING

All delegates will access the digital handbook which will include information covering the conference and social programme. This publication will be a valuable reference tool used by delegates during the conference.

There are three sizes available.

- Full page colour ad - \$650
- Half page colour ad - \$450
- Quarter page colour ad - \$250

NOTEPAD SPONSOR- \$500

All delegates attending the Conference will receive official writing materials.

The conference writing pad and/or pen sponsor will be acknowledged in the following ways:

- Company name and logo on sponsor page of the Conference Website.
- Logo in the digital handbook.

(Branded writing pads and/or pens to be supplied by sponsor).

AWARDS SUPPORT

There are two opportunities to support the following awards. Your organisation's logo will appear on the certificate and on the holding slide during the conference.

- Student award for best contribution to conservation (poster or oral presentation) \$250
- Student award for best applied science (poster or oral presentation) \$250

TRADE EXHIBITION

Exhibition offers organisations exposure to conference delegates and the opportunity to showcase their products and services.

The Exhibition & Catering Zone has been designed to provide the best possible promotional opportunities to participating organisations. With lunch, morning and afternoon refreshment breaks being served in this area it will create an unparalleled chance to promote your products and services to the diverse delegate base.

Benefits of Participating:

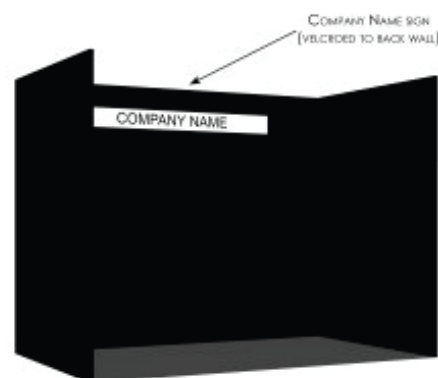
- Build new and strengthen existing relationships.
- Meet the decision makers and do business face to face.
- Raise your company profile and position your company as a leader within the field.
- Showcase your products and services to over 300 delegates in your target market.
- Organisations will receive a high level of visibility through the official website and conference marketing materials.
- All lunch, morning and afternoon refreshment breaks will be served in and around the exhibition area in order to maximise "booth traffic".

EXHIBITOR SINGLE PACKAGE \$1,500

- One single trade booth at the conference (3m x 1.2m).
- Company name and stand number.
- Identification sign and name badges.
- Two (2) x 150W spotlights.
- One (1) 4amp power point.
- Company fascia signage.
- One trestle table with table cloth and two chairs.
- Daily catering for one personnel (additional personnel pass \$65 per day).
- One Welcome Function ticket.
- Name tag for personnel.
- One complimentary conference dinner ticket.
- Listing on the conference website and digital handbook.

EXHIBITOR DOUBLE PACKAGE \$2,300

- One double trade booth at the conference (6m x 1.2m).
- Company name and stand number.
- Identification sign and name badges.
- Two (2) x 150W spotlights.
- One (1) 4amp power point.
- Company fascia signage.
- Two trestle tables with table cloths & two chairs.
- Daily catering for two personnel.
- Two Welcome Function tickets.
- Name tag for each personnel.
- Listing on the conference website and digital handbook.



If you would like to hire any additional furniture for your exhibitor space please check the Exhibition Hire Services website: www.exhibitionhire.co.nz/hire-furniture

ADVERTISING SPECIFICATIONS

LOGO SPECIFICATIONS

- Acceptable file formats: EPS format is preferred, if not available please send JPG, PNG or PDF
- File size: no smaller than 1 mb.
- Accompany with your guidelines, if applicable.

DIGITAL HANDBOOK ADS

Ad Sizes

- Full page, 210mm (w) x 297mm (h).
- Half page portrait, 105mm (w) x 297mm (h).
- Half page landscape, 210mm (w) x 148.50 mm (h).
- Quarter page, 105mm (w) x 148.50mm (h).

Supply of Material

- Artwork should be supplied via email to tamara@on-cue.co.nz.
- Artwork to be supplied at 72 dpi.
- Acceptable file formats: JPG, JPEG, PNG, PDF.
- Convert paths to outlines.
- All fonts embedded.

CONFERENCE WEBSITE ADS

Ad Sizes

- Footer banner ad, 600px (w) x 200px (h).
- Side panel skyscraper ad, 300px (w) x 700px (h).

Supply of Material

- Acceptable file formats: JPG, JPEG, PNG.
- File size: 500 KB or less.
- Resolution: 72 dpi.

DESIGN SERVICES

If you require assistance with designing your ads or other promotional material, our in-house graphic designers are more than happy to assist. For a quote on the following materials please contact lea@on-cue.co.nz.

- Pull-up banners
- Signage
- Print ads
- Website banner ads
- Website design and build
- Exhibitor stand design

BOOKING INFORMATION

To book a sponsorship package, advertising or an exhibition package, please email lea@on-cue.co.nz with your details and preference. Sponsorship will be allocated only on receipt of a confirmation email from an authorised staff member from your organisation. A confirmation email will be sent to your organisation by OnCue Conferences to confirm the booking. You will also receive a tax invoice, including payment instructions and a link to pay by credit card.

PAYMENT POLICY

Sponsorship Packages

- 50% deposit is due on the 20th of the month following invoice.
- Remainder payment due by 1st July 2024.
- Should the Sponsor fail to pay by the invoice due date, OnCue has the right to cancel all entitlements with no refund.

Advertising and Exhibition Packages

- Full payment is due on the 20th of the month following invoice.
- Should the advertiser/exhibitor fail to pay by the invoice due date, OnCue has the right to cancel all advertising.

PAYMENT METHODS

Payment is possible by; direct credit, cheque or credit card - full details will be on the invoice.

DEADLINES

To secure a sponsorship package or exhibition package:

- Completed booking form must be received by 1st July 2024.

To secure advertising space in the digital handbook:

- Completed booking form must be received by 1st August 2024.
- Advertising Materials must be received by 1st September 2024.

If sponsor or advertiser does not meet the above published deadlines, OnCue cannot guarantee advertising space and reserves the right to invoke penalties for late submissions.

TERMS & CONDITIONS

- Sponsorship will be allocated only on receipt of a signed booking form. A letter of confirmation will be provided by OnCue Conferences to confirm the booking. Applications will be processed in order of receipt.
- Exhibition space will be allocated on first come, first served basis. OnCue reserves the right to rearrange the floor-plan and / or relocate and exhibit. There is no discount or refund for any facilities not used.
- OnCue provides no guarantees that such sponsorship, exhibition or advertising will result in revenues for the advertiser.
- OnCue has the Right to refuse unacceptable advertising and reserves the right to refuse any advertisement it deems inappropriate or that does not conform to its graphic specifications. All graphics must be within the file size and dimension restrictions listed in this agreement. OnCue may request changes to any advertisement it deems unacceptable. Such a request may delay or prohibit the display of the ad until changes are made.
- Website Banner Ad Display Frequency – all ads are displayed on a rotating basis per page views. Each time the page is displayed the banner ad changes. Frequency may vary due to the number of banner ads active at the time. OnCue makes no guarantee to frequency or number of times the ad will be displayed.
- Changes to advertisement – after entering into this agreement, the Sponsor/Advertiser may request a change of the advertisement graphic. All changes are the responsibility of the Sponsor/Advertiser and any changes made by OnCue will be billed at the rate of \$50 per hour. Any requested change to an ad must be received in writing.

CANCELLATION POLICY

- In the case of cancellation by the sponsor, notification in writing should be sent to the conference organiser. A refund of fees paid (less a cancellation fee of 75% of the value of the sponsorship) will be made to any sponsor cancelling before Friday 2 Sept 2024. No refunds will be provided after this date.
- In the event of NZ Borders being closed and if International sponsors are not able to attend in-person a virtual option will be available and any in-person benefits will be refunded the difference.
- Staff substitutions are allowed without penalty; in this case please advise the sponsorship manager by email as soon as possible: lea@on-cue.co.nz.

HEALTH & SAFETY

- We take the health and safety of our delegates, sponsors and suppliers seriously. Please note that all electronic equipment plugged in onsite must be tagged and tested. By agreeing to be a sponsor at the conference, you agree to adhere to all health and safety requirements. Further details will be supplied by the venue closer to the time of the conference.