

SBCO FORUM 2024

BUILDING MOMENTUM

Millennium Hotel, Queenstown



Exhibitor & Sponsorship Prospectus



ABOUT SBCO

The Senior Building Control Officers' (SBCO) Forum is an informative event specifically designed for Senior Building Control Professionals, Government Officials and others in a senior or management level position that are involved in the Building Control sector.

The SBCO Forum combines presentations, case studies and interactive sessions for attendees to share common challenges and collaborative solutions.

This assembly of current and aspiring leaders ultimately benefits the wider Built sector through a commitment to lifting quality and performance across the building industry as a whole.

We are pleased to be able to offer a select number of exhibitor spaces at the SBCO Forum in August. Our exhibition space is all about delivering change perspectives to our senior people. If you have a new product or service which is innovative and challenges the conventional, you should apply to exhibit at this year's Forum, and enlighten the building consent environments senior practitioners.



Who Will Attend?

Building Consent Authority Managers and Team-leaders.

Government Officials.

**Senior Building Control Officers.
Senior Building Control Specialists.**

Others in senior or management level positions that have an interest in the Building Control sector.

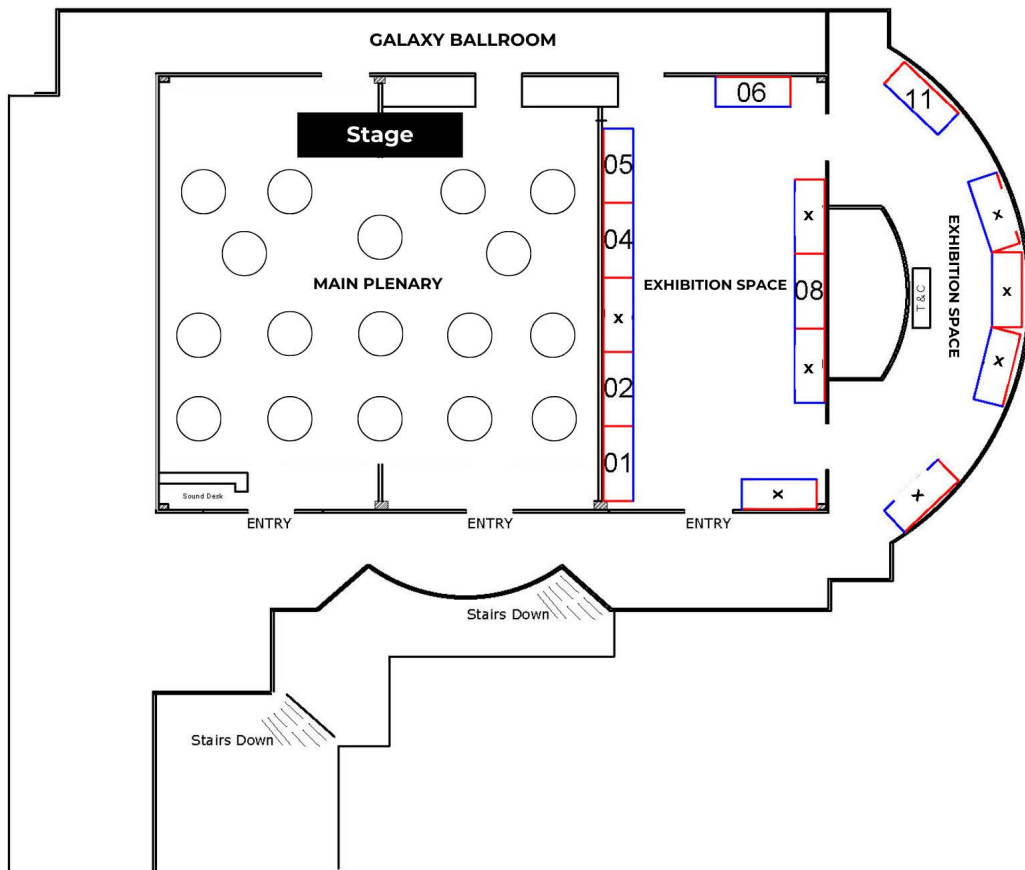
Current and aspiring leaders.

VENUE PLAN

Millennium Hotel, Queenstown



Entry to Millennium Hotel, Queenstown



Expo Floor Plan - Millennium Hotel, Queenstown

BENEFITS

Market Exposure

Exhibiting at our Forum automatically aligns your company with the Institute's vision of "Improving the quality and performance of the built environment".

This is your opportunity to educate and inform on new and innovative products and services. All exhibitor profiles will be listed on our website, and actively **promoted to our 1200+ Members during the lead up to the Forum.**

Networking & Interaction

- Opportunity to extensively engage and interact with our high level delegates.
- Develop company profile and build future growth.
- Educate the gatekeepers of the built environment on your products & services.

Marketing & Communication

- Build your exhibitions to showcase the very best of your company's products and services.
- Have skilled company representatives onsite to deliver technical expertise and knowledge to the 'decision makers' of the industry.
- The unique opportunity to present a new or innovative product or service to our senior level delegates.
- Building officials are often asked to comment on products and can have difficulty approving the use of products if they are not familiar with them.
- Your business will be recognised as a "contributor" to the development of the building and construction industry, potentially opening many networking opportunities.
- Effective industry partnerships are a highly cost effective way of informing senior and leading building officials about the products you sell and their correct use.
- Feedback on industry issues/concerns will also provide invaluable market research on product trends and opportunities for new products.
- Company profiles and information may be accessed by all Institute members (not just forum attendees) thus information on your products can reach a national audience.

APPLY TODAY

Your Package Includes

- 1 x exhibition stand 3m wide x 1.2m depth (please note this is a dimension change from previous events) with velcro-receptive walls, 2x spotlights, power point & 4 way splitter box
- 1 x stand representative (includes morning tea/afternoon tea and lunch, and 1 x Networking Function ticket on Wednesday 7 August in Expo space)
NB: Up to 3 additional representatives may be added to your stand. Please see costs below.
- 1 x Dinner ticket
- 1 x Satchel insert
- Company Profile listing on the BOINZ website
- Mention on all social media posts relating to the SBCO Expo

EXPO PRICING

STATUS	COST
Member (Includes 1 dinner ticket)	\$2650 + GST
Non-Member (Includes 1 dinner ticket)	\$3750 + GST
Additional Stand Representative (Includes dinner ticket, welcome function and day catering)	\$520 + GST
Additional Dinner Ticket (includes return trip on historic Earnslaw steamer boat, dinner and networking)	\$ 310+ GST

SPONSORSHIP OPPORTUNITIES

Sponsorship Contribution to Dinner

\$7,000 + GST

- Naming rights to the dinner on the technical programme as BOINZ supporter
- Acknowledgement of sponsorship by MC at SBCO in breaks and welcomes
- Banner or branding at the dinner
- Acknowledgement as sponsor in handbook

Sponsorship of Keynote Speaker

\$7,000 +GST

- Acknowledged on the technical programme as BOINZ supporter and Keynote sponsor
- Five minute welcome speech on stage to promote company branding and key messages
- Banner or signage by the stage
- Acknowledgement as sponsor by MC

Bespoke Sponsorship Opportunity

If you have a special idea or would like to further your exposure, email marketing@boinz.org.nz to discuss a variety of opportunities that we can work together on and create a bespoke sponsorship package just for you!

SPONSORSHIP OPPORTUNITIES

Sponsorship of a Morning or Afternoon Tea

\$3,700 + GST

Naming rights to the break on the technical programme as BOINZ supporter

- MC acknowledgement before, during and after break
- 'Proudly sponsored by' branding around the breakout points.

Sponsorship Contribution to a Lunch

\$4,500 + GST

Naming rights to the lunch on the technical programme as BOINZ supporter

- MC acknowledgement before, during and after break
- 'Proudly sponsored by' branding during the lunch time.
- Provide branded materials for the main plenary tables for the lunch break.

Sponsorship of The Networking Function

\$5,500 + GST

- Naming rights to the Networking Function on the technical programme
- MC acknowledgement during the function
- 5 Minute Welcoming Speech to all delegates
- Ability to promote company branding and key messages

ADD ONS

Barista Coffee Cart

\$3,000 + GST

Half page advertisement in the Delegate Handbook

- Recognition as the coffee cart sponsor on marketing materials and programme
- A popular option amongst delegates, branding and banners around the coffee cart

Additional Satchel Insert

\$150 + GST

Help us fill our satchels with your organisations 'go to' promotional giveaway. One satchel insert is included in all Expo Stand packages, but if you would like to provide 2 or more inserts, or do not have a stand, this is the perfect package for you!

Registration Desk

\$1,200 + GST

- "Sponsored by (your logo)" printed on out BOINZ Registration Desk
- Quarter page advertisement in the Delegate Handbook
- Includes Literature stand add-on

Main plenary screen

\$2,000 + GST

- Your organisation's logo on the bottom third of the default screen in the main plenary.
- The screen will read "This screen is supported by (Company Name, Logo & Company Slogan).
- The default screen is shown in-between presentations and during the BOINZ president's speeches



SPONSOR/EXHIBITOR APPLICATION FORM

CONTACT DETAILS

Organisation Name _____
Name (Main Contact) _____
Phone _____
Email _____
Billing Address _____

City _____
Post Code _____
Purchase Order Number _____
Accounts Email Address _____

PAYMENT DETAILS

All prices are in New Zealand dollars and exclude GST. Invoices are payable within one month of invoice, or prior to the conference, whichever is earliest.

I will pay with credit card with the details below Please invoice me

Please charge NZD \$ _____ . _____ + GST

Card Type _____

Card # _____

Expiry Date _____ CVV Number _____

Signature _____ Date _____

EXPO OPTIONS

Single Stand (Member)	\$2650
Single Stand (Nonmember)	\$3750
Additional Representative	\$520
Additional Dinner Ticket	\$310

SPONSORSHIP OPTIONS

Dinner	\$7000
Keynote Speaker Catering	\$7000
Break (Morning) Catering	\$3700
Break (Afternoon) Catering	\$3700
Break (Lunch)	\$4500
Networking Function	\$5500
Barista Coffee Cart	\$3000
Additional Satchel Insert	\$150
Registration Desk	\$1200
Main Plenary Screen	\$2000

We hereby acknowledge that this stand/sponsorship booking will be accepted under the terms and conditions stated below and on the Institute's website. By purchasing a stand and/or sponsorship, we confirm that our nominated attendees will act in an ethical and professional manner in respect of individuals and companies that are associated with the Institute. I understand that failure to do so may result in removal of representatives from this event and may prevent our organisation and representatives from working with the Institute at future events and sponsorship opportunities.

Assignment of space:

Requests for exhibition space must be made on the site application form and will be assigned on a space available basis. The Institute reserves the right to assign or reassign stand allocation space so that the arrangement of the exhibition is in the best interest of the attendees and the exhibitors.

Reservation of sites:

Applications for space will only be accepted and confirmed through completion of this form and upon payment of the deposit amount.

Payment for expo stand:

A deposit amount of \$1500 + GST is payable for each stand ordered. No application will be processed until the deposit is received. The balance must be paid in full by Wednesday 10 July 2024 and, if not received, the contract may be considered canceled by the Institute and the stand reassigned. Warning will be given by the Institute 3 days prior to reassigning.

Cancellation and withdrawal:

All cancellations must be received in writing by the Institute as soon as possible. Cancellations received prior to Wednesday 10 July 2024 will receive a 50% refund of the deposit. Cancellations received after Wednesday 10 July 2024 will not receive a refund of the deposit.

Signature _____ Date _____

EXHIBITOR DETAILS

EXHIBITOR DETAILS

STAND PREFERENCE 1ST _____ 2ND _____ 3RD _____

REPRESENTATIVE 1

(Included in single expo stand price)

Name _____

Phone _____

Email _____

Job Title _____

Dietary Requirements _____

ADDITIONAL REPRESENTATIVE 2

(Additional cost)

Name _____

Phone _____

Email _____

Job Title _____

Dietary Requirements _____

ADDITIONAL REPRESENTATIVE 3

(Additional cost)

Name _____

Phone _____

Email _____

Job Title _____

Dietary Requirements _____

ADDITIONAL REPRESENTATIVE 4

(Additional cost)

Name _____

Phone _____

Email _____

Job Title _____

Dietary Requirements _____

