



# NZ Foot & Ankle Society MEETING 2017

Waiheke Island Resort  
17th – 19th November 2017

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## SUPPORTERS PROSPECTUS

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Dear Industry Colleague.

We are pleased to announce that the **New Zealand Orthopaedic Association Foot and Ankle Society 2017** will be holding its Annual Meeting at the Waiheke Island Resort in Waiheke, 17<sup>th</sup> – 19<sup>th</sup> November 2017.

We would like to offer all companies with an interest in orthopaedic implants and education in foot and ankle management an opportunity to support this meeting.

We are very fortunate to welcome Mr Ian Winson, Consultant in Orthopaedics and Trauma, Avon Orthopaedic Centre, Southmead Hospital, Bristol and Sorts and Orthopaedic Clinic Spine Hospital, Bristol. Mr Winson has Clinical interests in all aspects of Foot and Ankle Surgery, particularly Ankle Arthritis and Trauma.

We have decided that the most appropriate means by which to do this is to offer various levels of sponsorship with an appropriate headlining commensurate to that sponsorship.

Thus we have elected to put together four bands of sponsorship. These will be Platinum, Gold, Silver and Exhibition Space as follows:

Platinum Sponsorship will include:	4 registrations and preferred exhibition location	\$8,000 + GST
Gold Sponsorship will include:	2 registrations and preferred exhibition location	\$5,000 + GST
Silver Sponsorship will include:	1 registration and preferred exhibition location	\$3,000 + GST
Exhibition Space will include:	1 registration and exhibition location	\$2,000 + GST

We look forward to hearing from you.

Kind regards

Dean Schluter  
Convenor

## Programme Outline

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### Friday, 17 November

5.30 pm	Informal Dinner, Tantalus Estate
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### Saturday, 18 November

7.00am	<i>Breakfast in the Exhibition Area</i>
8.00 am	Welcome and Scientific Session
10.00 am	<i>Morning tea</i>
10.30 am	Scientific Session continued
12.30 pm	<i>Lunch</i>
1.30 pm	Scientific Session
3.00 pm	<i>Afternoon tea</i>
3.30 pm	Scientific Session
5.00pm	NZ Foot & Ankle Society AGM
7.00 pm	NZ Foot & Ankle Society Dinner, Mudbrick Winery

### Sunday, 19 November

7.30 am	<i>Breakfast in the Exhibition Area</i>
8.30 am	Scientific Session
10.00am	<i>Morning Tea</i>
10.30 am	Scientific Session
12 noon	Farewell Lunch

## **WHY SUPPORT THIS NZOA EVENT?**

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### **Key Benefits**

- Gain direct access to New Zealand and Australian Orthopaedic Surgeons
- Ensure your products are noticed by your target markets
- Exhibit your products and services and demonstrate hands-on solutions to many potential clients in one space
- Consider launching a new product or service
- Accreditation throughout the life cycle of the event – have your branding on the brochures, in the delegate packs and at the actual Meeting
- Other benefits include profiling on the Meeting website, visitors can click through to your companies site

### **Supporter Opportunities**

Supporter packages are aimed at providing supporters with a worthwhile return on investment at this meeting.

### **Supporters**

Benefits to Supporters are commensurate with the level of investment, with early bookings allowing the benefits of exposure.

Entitlements associated with each level of Support are outlined in this prospectus. Supporters will be required to pay a 50% deposit upon confirmation of the support, with the balance due by **30 June 2017**. If payment is not received by this date, then the Supporter will be deemed to have withdrawn and the support opportunity will be offered to other companies.

## **PLATINUM SUPPORTER – \$8,000 + GST**

### **Benefits**

- Opportunity to select from preferred exhibition area – This is an excellent opportunity to promote your product.
- Company logo on front cover of Meeting Programme and nametags
- Recognition as ‘Platinum Supporter’ in all Meeting documentation
- Full page advertisement on the outside back cover of the programme
- One full page printed advertisement inside the Meeting Programme
- Coffee Barista for the duration of the meeting
- 4 full registrations, including morning teas, lunches and afternoon teas, Friday night informal dinner and Saturday night dinner
- 2 Trestle tables in the exhibition space

## **GOLD SUPPORTER – \$5,000 + GST**

### **Benefits**

- Opportunity to select from preferred exhibition area – This is an excellent opportunity to promote your product.
- Company logo on inside cover on Meeting Programme
- Recognition as ‘Gold Supporter’ in all Meeting documentation
- One full page printed advertisement in the Meeting Programme
- 2 full registrations, including morning teas, lunches and afternoon teas, Friday night informal dinner and Saturday night dinner
- 1 Trestle table in the exhibition space

## **SILVER SUPPORTER – \$3,000 + GST**

### **Benefits**

- Opportunity to select from preferred exhibition area – This is an excellent opportunity to promote your product
- Company logo on the inside front cover of the Meeting Programme
- Recognition as ‘Silver Supporter’ in all Meeting documentation
- 1 full registration, including morning teas, lunches and afternoon teas, Friday night informal dinner and Saturday night dinner
- 1 Trestle table in the exhibition space

## **EXHIBITOR – \$2,000 + GST**

### **Benefits**

- Opportunity to select from exhibition area – This is an excellent opportunity to promote your product
- 1 full registration, including morning teas, lunches and afternoon teas, excluding evening functions
- 1 Trestle table in the exhibition space

## Terms & Conditions of Exhibition & Supporters

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### Contract

These terms and conditions form part of the Contract governing the allocation of an Exhibitors' booth and Supporter Opportunities at the NZOA Foot and Ankle Society 2017.

### Definitions

In this contract:

'Event', 'Meeting', 'Conference', 'Congress' means New Zealand Orthopaedic Association Foot and Ankle Society 2017.

'Organisers' means New Zealand Orthopaedic Association, New Zealand Orthopaedic Association Foot and Ankle Society 2017, Organising Committee and its appointed agents:

'Exhibitor' and 'Supporter' includes all employees or agents of the company, partnership or individual exhibiting at the New Zealand Orthopaedic Association Foot and Ankle Society 2017.

### Official

The New Zealand Orthopaedic Association Foot and Ankle Society 2017 Programme is the programme, which appears in the registration brochure publication. Exemption from any of these Terms and Conditions shall be given only at the Organisers discretion and will only be effective if made in writing.

### Duration of Event

Event Exhibition open times are:

	Saturday	18 <sup>th</sup> November 2017	0700 - 1700
	Sunday	19 <sup>th</sup> November 2017	0730 - 1300
Stand Set-Up	Friday	17 <sup>th</sup> November 2017	1200 - 1600
Stand Break-Down	Sunday	19 <sup>th</sup> November 2017	1300 - 1700

## **Use of Data at the New Zealand Orthopaedic Association Foot and Ankle Society 2017**

To enable the organisers to function in the best interests of both delegate's supporters, and exhibitors, you agree that the information you provide to us (such as name, position, company, email and contact details) may be distributed to third parties attending this event.

### **Exhibiting Criteria**

Companies wishing to register for the New Zealand Orthopaedic Association Foot and Ankle Society 2017 must:

- (a) Have a connection to the Industry.
- (b) Have a quality product or service suitable for purchase or use by person or organisations attending the conference.
- (c) Upon exhibitor registration for the New Zealand Orthopaedic Association Foot and Ankle Society 2017, exhibitors must adhere to the payment policy with regards to their booth space. Companies that fail to pay the booth space monies may lose the right to attend the New Zealand Orthopaedic Association Foot and Ankle Society 2017
- (d) Companies who do not meet the exhibiting criteria and who still wish to exhibit at the New Zealand Orthopaedic Association Foot and Ankle Society 2017 can make a written application to the organiser's stating their reasons for exhibiting. In certain circumstances exceptions to the exhibiting criteria can be made, but are not guaranteed and are entirely at the discretion of the organisers.
- (e) Forward a signed copy (by an authorised company signatory) of these terms and conditions.

### **Additional Exhibitor Delegates**

Additional exhibitor delegates may be requested over the allocation and may be placed on a waiting list and consideration given to approval. Applications for additional exhibitors are to be made in writing to Tanya Turchie, Conference & Events Manager, NZOA; tanya@nzoa.org.nz

### **Cancellation**

In exceptional circumstances the Organisers may be prepared to cancel their Contract with the Exhibitor or Supporter. Any request for cancellation must be submitted to the Organisers in writing. If the Organisers agree to the cancellation, the Exhibitor undertakes to make payment as follows:

Cancellation prior to **30 June 2017** will result in a cancellation fee of 50% of total booth costs. Cancellation after **30 June 2017** will result in 100% of all booth costs that have been paid. Unpaid accounts will incur late payment fees and collection costs.

### **Right of Rejection**

The Organisers reserve the right to prohibit, in whole or in part any exhibit which they deem to be inappropriate. The Exhibitor agrees not to display or disseminate any material that in the opinion of the Organisers is unsuitable. The Organisers reserve the right to refuse any person admission to the Event without assigning any reason.

### **Prohibition of Transfer**

This Contract creates a license to exhibit at the Event and not a tenancy. Exhibitors may not assign, share, sub-let or grant licenses in respect of the whole or any part of the booth except where written approval has first been obtained from the Organisers.

### **Use of the Exhibition Area**

The Exhibitor may conduct business only from the allocated exhibit area or from aisles or common parts of the Event. Any noise generated must not cause a nuisance to neighbouring booths or visitors. The Organisers' judgement will be final in this regard. Exhibits within the booth must not be positioned so as to cause obstruction of the aisles (or ignore fire regulations).

### **Exhibit Construction**

All construction and exhibits must be confined to the booth and must not overlap aisles or common space. Any structure erected on the booth must at all times comply with the prevailing regulations imposed by statutory authorities and the venue management.

The Exhibitor shall not paint, mark or damage any fixtures or fabric of the Event premises or any booth fittings. The Exhibitor shall be responsible for the costs of making good any breach of this Clause. The design of all structures erected is subject to the approval of the Organisers. Any design considered not to be in the best interests of the Event may be rejected. Any structure erected without the approval of the Organisers or contrary to this contract, may be altered or removed by the Organisers at the Exhibitors expense.

### **Banners & Signage**

Exhibitors are not to hang banners, signage or other materials from the ceiling or on the walls within the venue building or from any structure outside the venue building without permission from the Organisers. This includes any projection from the exhibitor's booth to areas outside their allocated booth space. Exhibitors must confine promotional material to within their allocated booth space.

### **Copyrights and Patents**

The Organisers will not be liable for any damages the Exhibitor may sustain in respect of the infringement of any of their copyright nor for any damages the Exhibitor may cause in respect of infringement of third party copyrights arising out of their participation in the Event.

### **Security**

Limited Venue Security services will be provided at the event. However, all participants are advised that valuables should not be left unattended or unsecured at any time. The Organisers accept no responsibility for any loss or damage suffered by participants or visitors.

### **Exhibitors Liabilities**

The Exhibitor hereby accepts liability for all acts or omissions of him/herself, their servants, contractors, agents or visitors and undertakes to indemnify the Organisers, to keep them indemnified in all liability in respect thereof and against all action suits, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against the Organisers, or become payable by them, arising there from or in respect thereof, including any

claims arising out of the supply by the Exhibitor of samples of any kind whatsoever, whether such samples be sold or given away free, and including any legal costs and expenses and any compensation costs and disbursement paid by the Organisers on the advice of Counsel to compromise or settle any such claims. Notwithstanding the indemnity hereby given, the Exhibitor undertakes to arrange appropriate liability insurance.

The Organisers make no representation or warranty on behalf of any supplier or event organiser and any dealings undertaken in this regard will be solely at the exhibitor's risk.

### **Insurance**

The Organisers shall not be responsible for any loss or damage to any exhibit or property of any Exhibitor or any other person by theft or fire or any other cause whatsoever, nor for any loss or damage whatsoever sustained by the Exhibitor by reason of any defect in the building or circumstances beyond the control of the organisers not related to the building, caused by fire, storm tempest, lightning, national emergency, act of god, flood, war, terrorism, labour disputes, strikes or lock outs, civil disturbances, explosion, inevitable accident, force majeure, nor any other causes not within the control of the organisers, nor for any loss or damage occasioned, if by reason of happening of any such event, the opening of the Event is prevented, or postponed or delayed or abandoned, or the building becomes wholly or partially unavailable for the holding of the Event. The Exhibitor agrees and undertakes to insure in their full replacement value, the contents of their booth and all associated items.

### **Postponement or Abandonment**

In no event shall the Exhibitor have any claim for damages of any kind against the Organisers in respect of any loss or damage consequential upon the prevention, postponement or abandonment of the Event, by reason of the happening of any of the events referred to in the previous clause, or of the Event building becoming wholly or partially unavailable for the holding of the event for reasons beyond the Organisers' control. The Organisers shall be entitled to retain such part of all sums paid by the Exhibitors, as the Organisers consider necessary. If in the opinion of the Organisers, by re-arrangement or postponement of the period of the event, or by substitution of another hall or building or by other reasonable manner, the event can be carried through, when the contract shall be binding upon the parties except as to size and position of booths, as to which any modifications, substitutions or re-arrangement they consider necessary shall be determined by the Organisers. Where the event building becomes wholly or partially unavailable for the holding of the Event, through reasons beyond the Organisers' control, the Organisers shall be entitled on giving notice in writing to determine this contract and may, in their absolute discretion, refund in whole or in part any payment the Exhibitor is liable to make under this contract.

### **Dismantling/Removal of Exhibits**

The Exhibitor undertakes not to remove exhibits from display, either partially or totally prior to **Sunday 19<sup>th</sup> November 2017 at 1pm**. Prior removal will only be allowed when advance application has been agreed in writing.

### **Revision of Layout**

The Organisers reserve the right to revise the layout of the Event and/or to transfer an Exhibitor to an alternative site, or alter the size or shape of any booth. Should any such alteration result in a reduced booth size the booth payment required from the Exhibitor may be reduced pro-rata.

### **Unoccupied Exhibition Area**

Where an exhibition area is unoccupied by **4pm on Friday, 17<sup>th</sup> November 2017** the Organisers reserve the right to reallocate or otherwise deal with the booth as they so decide, without reimbursing the Sponsor/Exhibitor.

### **Safety of Exhibits**

The Exhibitor shall not bring or cause to be brought into the Event premises any dangerous goods, except with the prior written approval of the Organisers. The Exhibitor shall at all times comply with all statutory requirements as to safety, including without limiting the generality of the foregoing the storage and handling of dangerous goods. All exhibits must be properly protected to avoid danger to any person. The Organisers shall be indemnified by the Exhibitor against any claim or action caused or occasioned by an exhibit to any persons whatsoever.

### **Fire Risks and Access**

Exhibitors will adhere to all fire and safety regulations which affect the Event. Aisles and fire exits must be kept clear of exhibits.

### **Storage**

The Organisers shall not be liable for the storage of the Exhibitors packaging and other material. The Exhibitor shall be responsible for the removal from the Event premises and storage of all crates and packaging not required on their booth.

### **Exhibitor Name Badges and Materials**

Name badges that are issued to exhibitors are non-transferable and must be worn for the duration of the New Zealand Orthopaedic Association Foot and Ankle Society 2017. The Exhibitor, their staff and contractors will not be admitted to the Event building without such name badges being displayed.

**Conduct of Exhibitors**

The Exhibitor undertakes that at all times during the open hours of the Event they shall keep the booth open to view and adequately staffed; conduct business only from their booth, keep aisles adjacent to their booth free from obstruction; and shall not, in the Organisers opinion, cause nuisance or annoyance to other persons. The Exhibitor further undertakes not to conduct or allow to be conducted any unauthorised auction, sale, lottery, raffle, competition, game of chance or sideshow.

**Services**

The Organisers shall not incur any liability for any loss or damage if the supply of any services shall fail or cease to be available. Nor shall the Exhibitor be entitled to any allowance in respect of payments due under this Contract.

**Failure to Perform**

In the event of the Exhibitor being unable or unwilling to comply with or otherwise breaching this Contract, the Organisers may terminate the Contract by giving notice in writing. Thereafter, the Organisers may retain any payment made by the Exhibitor under this Contract as liquidated damages and the Exhibitor shall be prohibited from occupying the booth and shall immediately remove their exhibits from the Event, in accordance with the Organisers instructions, provided that the Organisers may remove such exhibits and despatch them to the Exhibitors address as stated on this Contract, the Organisers shall be under no liability for the loss or damage of such exhibits in transit and the costs of such removal and despatch shall become a debt due by the exhibitor to the Organisers. All exhibits are subject to a general lien in favour of the Organisers for all sums due from the Exhibitor to the Organisers under this Contract.

**Organisers' Right of Determination**

The Organisers shall have absolute discretion on giving notice in writing to determine this Contract. Where the Contract is so determined, the Organisers shall not be liable whatsoever for any expenditure or liability for loss, including consequential loss, incurred by the Exhibitor.

**Medical Technology Association of New Zealand (MTANZ)**

All exhibiting and supporting companies must agree that they will abide by the MTANZ Code of Ethics. For information pertaining to MTANZ and the Code of Ethics, please contact MTANZ on 09 917 3645. For exhibition and supporter application forms to be accepted, the declaration on the application form must be completed.

## Terms and Conditions

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Any notice to be given by the organiser to the Exhibitor shall be deemed to be given if delivered to or sent by post, faxed or emailed to the address of the Exhibitor appearing on the Contract or if posted on the booth during the period **17<sup>th</sup> – 19<sup>th</sup> November 2017**. The Organisers may at anytime in the interests of the good management or safety of the Event, introduce such further Terms and Conditions to this Contract as they may, in their discretion as they see fit. If any part of this Contract is found to be invalid or of no force or effect under the law, having such jurisdiction, the Contract shall be construed as though such part had not been inserted herein and the remainder of this Contract shall remain in full force and effect. The description headings to these Terms and Conditions are merely for reference and do not form part of the Contract between the parties. The laws of New Zealand govern this Contract.

### Disclaimer

Neither the Organising Committee of the New Zealand Orthopaedic Association Foot and Ankle Society 2017 and its constituent members acting as organisers (known collectively as 'the Organisers'), can accept any liability for death, injury, any loss, cost or expense suffered by any person (including accompanying persons or partners or attendant caregivers), if such loss is caused or results from the act, default or omission of any person other than an employee or agent of the organisers. In particular, neither the Organisers can accept any liability for losses arising from the provision or non-provision of services provided by hotel companies or transport operators. Nor can the Organisers accept liability for losses suffered by reason of war including threat of war, riots and civil strife, terrorist activity, natural disasters, weather, fire, flood, drought, technical, mechanical or electrical breakdown within any premises visited by delegates and/or partners in connection with the Convention, nor losses suffered by reason of industrial disputes, governmental action, registrations or technical problems which may affect the services provided in connection with the Convention. Neither the Organisers are able to give any warranty that any published speaker or performer will appear as a speaker, panellist or performer. The Organisers reserve the right to alter or amend the programme and its contents as they see fit and as circumstances dictate without further recourse to any registered delegate or attendee.

## SUPPORTERS APPLICATION FORM

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Please complete this form, keep a copy for your records and post/fax/email original to:

NZOA Foot and Ankle Society 2017  
PO Box 5545  
Lambton Quay  
Wellington 6145  
New Zealand  
**Phone** +64 4 913 9899 **Fax** +64 4 913 9890  
**E-mail** [tanya@nzoa.org.nz](mailto:tanya@nzoa.org.nz)

### Type of Sponsorship offered

.....@ \$ .....+ GST

.....@ \$ .....+ GST

- **Company Name** .....
- **Address** .....  
.....
- **Contact Name \*** ..... **Company Title** .....
- **Telephone** ..... **Fax** .....
- **Email** .....

PLEASE NOTE \*: Each Supporter will be required to appoint one individual authorised to represent their company in all dealings with NZOA for the duration of the New Zealand Orthopaedic Association Foot and Ankle Society 2017.

## Payment and Conditions

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On receipt of the Supporters Application Form being accepted, I will pay either in full or a deposit of 50% of the amount invoiced, with the balance of payment due by **30 June 2017**. I further agree that my company will abide by the terms and conditions as outlined in this prospectus

Cheques or bank drafts should be made payable to:

New Zealand Orthopaedic Association Foot and Ankle Society 2017

**Cheques to:**

NZOA  
PO Box 5545  
Lambton Quay  
Wellington 6145, NZ

**Direct Credit to:**

NZ Orthopaedic Association Conference Account  
Account Name: NZOA Conferences  
Bank account number: 02-0719-0131220-000  
Ref: Foot & Ankle 2017

Date: \_\_\_\_\_

I agree to abide by the terms and conditions above (*please tick box*)  Signed \_\_\_\_\_

I \_\_\_\_\_ am a duly authorised person to sign this form (Title) \_\_\_\_\_