

## ACDM Annual Conference 2011 Promotional Sponsorship Registration Form

**Promotional Sponsorship** of the conference is an excellent opportunity to gain exposure to all delegates at the conference, delegates ranging from new Data Managers through to Key Decision Makers for companies. The following promotional sponsorship opportunities are available; please tick the box to indicate your companies support for the ACDM conference. All prices exclude VAT.

***Promotional Sponsorship cannot be provided if no delegates are registered. All Promotional Sponsors must have at least one full delegate place registered at the Conference itself.***

### **Promotional Sponsorship Conference Pack Products**

**Pens – Company to provide pens with company logo - £100** **SOLD**

Each delegate receives a conference pack; this promotional sponsorship item will add pens with your company logo to each delegate pack.

In addition to a pen in each pack your company this promotional sponsorship opportunity will also provide:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

**Pads – Company to provide pads with company logo - £100** **SOLD**

Each delegate receives a conference pack; this promotional sponsorship item will add writing pads with your company logo to each delegate pack.

In addition to a writing pad in each pack your company this promotional sponsorship opportunity will also provide:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

**Document Wallets – ACDM will produce wallets with company logo - £250 plus production costs** **SOLD**

Each delegate receives a conference pack; this promotional sponsorship item will add your company logo to the front on the document wallet contacting the conference pack for each delegate.

In addition to your company's logo on every document wallet this promotional sponsorship opportunity will also provide:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

**Corporate Brochures in Conference Pack - £350.00** **SOLD**

Each delegate receives a conference pack; this promotional sponsorship item will add your company Corporate Brochure to the conference pack for each delegate. Your company's Corporate Brochure will gain exposure to all delegates at the conference, delegates ranging from new Data Managers through to Key Decision Makers for companies.

In addition to your company's Corporate Brochure in every conference pack this promotional sponsorship opportunity will also provide:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

## Promotional Sponsorship of EDC Vendor Demo Breakout Sessions

At the 2011 ACDM Annual Conference there will be an opportunity for you to book a 2 hour slot in a Breakout Syndicate room available for hire giving your company the opportunity to showcase your company's product by live interactive sessions and demonstrations to captive audiences. Each Breakout Syndicate Room holds 75 person capacity. Rooms will be allocated on a first come first served basis. Please note there will be two Vendor Demo Sessions running during the times below on each day, alongside other papers.

**Syndicate Room – £300 per 2 hour slot (Please indicate 1<sup>st</sup> and 2<sup>nd</sup> choices below)**

Monday 11am – 1pm:  Monday 1:30 – 3:30pm:

Tuesday 11am – 1pm:  Tuesday 1:30 – 3:30pm:

In addition to use of the Syndicate Room this promotional sponsorship opportunity will also provide:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)
- Acknowledgement in Syndicate Room

## Promotional Sponsorship of Tea and Coffee Breaks

**Tea and coffee break sponsorship - £100 per break**

Monday – morning:  Monday – afternoon:

Tuesday – morning:  Tuesday – afternoon:

Includes:

- Napkins with your company logo accompanying the tea, coffee and pastry breaks (Company to provide printed napkins)
- Your company logo displayed on the Tea and Coffee Tables (Company to provide logo boards)
- Your company name included in the conference programme stating sponsorship of the tea and coffee break
- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

## Promotional Sponsorship of ACDM Bingo

The ACDM will be running Exhibitor Bingo. Each delegate will be given a Bingo Card containing the Company Logos of all exhibitors (to register for an exhibition stand complete the Exhibition Stand Registration Form).

The delegate must visit each exhibition stand to obtain the bingo stickers (which ACDM will provide) for the chance to win the prize draw which the promotional sponsor will provide.

**ACDM Bingo card - £150 plus prize gift** **SOLD**

This promotional sponsorship opportunity includes:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)
- Your company logo displayed at the top of the Bingo card alongside the ACDM logo

## Promotional Sponsorship of Sunday Buffet Dinner

**Buffet Meal - £250**

Includes:

- Your company logo displayed on the Buffet tables (Company to provide logo boards)
- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

**Buffet Meal Table Favours -**

**£400 ACDM to provide**

**£200 Company provides favours with logo**

Includes:

- Table favours on each table
- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)

## Promotional Sponsorship of Gala Dinner

**Gala Dinner – Champagne Reception - £1000**

Includes:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)
- Acknowledgement at Champagne Reception.
- Poster at Champagne Reception

**Gala Dinner Wine - £750**

Includes:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)
- Acknowledgement on Gala Dinner tables

**Gala Dinner Table Favours -**

**£400 ACDM to provide**

**£200 Company provides favours with logo**

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)
- Acknowledgement on favours
- Poster at Champagne Reception

## Promotional Sponsorship of ACDM Conference Feedback Survey

**eSurvey promotional sponsorship - £350 plus prize gift**

**SOLD**

This year the ACDM Conference Feedback will be completed electronically. Each delegate will be asked to complete the eSurvey electronically for a chance to win the prize draw which the promotional sponsor will provide.

Includes:

- Your corporate logo shown on the interval slide listing
- Your promotional material inserted into the conference folder (Specific job adverts may be included)
- Company acknowledgement on eSurvey reminder leaflet to be included in each conference pack
- Company acknowledgement in e-mail reminders to delegates to complete eSurvey (anticipating 3 mail shot reminders)

# PROMOTIONAL SPONSORSHIP BOOKING FORM

**To book your promotional sponsorship opportunities for the ACDM conference please send back all pages by fax to 01727 896026. If you would like confirmation that your booking has been received please email us at [admin@acdm.org.uk](mailto:admin@acdm.org.uk)**

Please note that to book promotional sponsorship your Company will need to be a Corporate Member of the ACDM. The cost for Corporate Membership is £10 (plus VAT) per annum and will run until 31<sup>st</sup> August 2011.

Corporate membership applies to companies, and not individual employees of those companies. Therefore Corporate Members (i.e. companies) will have no additional rights, although individuals who are employed by those companies who are members falling into one of the other four categories have rights as described in the ACDM By-Law which can be viewed by visiting the ACDM Website.

*ACDM reserves the right to decline any application for promotional sponsorship without giving reasons for such refusal.*

**COMPANY:**

**CONTACT NAME:**

**ACDM CORPORATE MEMBER: Yes  No  (Corporate Membership of £10 will be added to your invoice)**

**ADDRESS:**

**TEL:**

**E MAIL ADDRESS:**

**PURCHASE ORDER NO:**

**ADDRESS AND NAME TO INVOICE:**

**PAYMENT INFORMATION – PLEASE ENSURE YOU TICK YOUR CHOSEN METHOD OF PAYMENT BELOW.**

Payment may be sent with registration form or on receipt of invoice from the ACDM (***please note that a purchase order no. must be given for the ACDM to raise an invoice, places cannot be booked if a purchase order number is not quoted above.***)

**Credit Card** payments can be processed online by entering the member's area of the ACDM website. You will still need to complete this form and post to ACDM at the address below. Please note AMEX is not accepted.

**By Cheque** (drawn on a UK bank account or a eurocheque), made payable to ACDM and posted with the completed form to ACDM at the address below.

**BACS Payments** to HSBC, 31 Chequer Street, St Albans, Hertfordshire, AL1 3YN.

Sort Code 40-40-01. Account Number: 71820206. Account Name: Association for Clinical Data Management.

Please add name and company name to transaction details and advise us in writing when payment has been made. Please also ensure bank charges are paid by your company.

**Cancellations.** Promotional Sponsors who cancel their delegate place on or before the 31<sup>st</sup> January 2011 will receive a full refund less a £50 admin charge. After 30<sup>th</sup> December, **no refunds** will be made but substitutions will be accepted.

**ACDM, 105 St Peter's Street, St Albans, Hertfordshire AL1 3EJ**

**Tel: +44 (0)1727 896080 Fax: +44 (0)1727 896026**

**Email: [admin@acdm.org.uk](mailto:admin@acdm.org.uk) [www.acdm.org.uk](http://www.acdm.org.uk)**