

Annual Conference 2012
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.

All Promotional Sponsors must have at least one full delegate place registered at the Conference itself.

1, Promotional Sponsorship - Conference Pack Products

Item/Description	Cost	Detail of Sponsorship	Tick to apply to sponsor
Pens – Sponsor to provide pens with company logo to be included in the Conference Delegate pack	£100.00	In addition to a pen in each pack your company this promotional sponsorship opportunity will also provide: <ul style="list-style-type: none"> Your corporate logo shown on the interval slide listing Your promotional material inserted into the conference folder (Specific job adverts may be included) 	
Pads – Sponsor to provide pads with company logo to be included in the Conference Delegate pack	£100.00	In addition to a pad in each pack your company this promotional sponsorship opportunity will also provide: <ul style="list-style-type: none"> 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	£250.00 plus production costs	In addition to your company logo on every document wallet this promotional sponsorship opportunity will also provide: <ul style="list-style-type: none"> Your corporate logo shown on the interval slide listing Your promotional material inserted into the conference folder (Specific job adverts may be included) 	
Your Corporate Brochure in Conference pack	£350.00	In addition to your company brochure in every document wallet this promotional sponsorship opportunity will also provide: <ul style="list-style-type: none"> Your corporate logo shown on the interval slide listing Your promotional material inserted into the conference folder (Specific job adverts may be included) 	

2. Promotional Sponsorship of Tea and Coffee Breaks

Item/Description	Cost	Detail of Sponsorship	Tick to apply to sponsor
Monday Morning	£100.00	Includes: <ul style="list-style-type: none"> 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) 	
Monday Afternoon	£100.00		
Tuesday Morning	£100.00		
Tuesday Afternoon	£100.00		

3. 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

Item/Description	Cost	Detail of Sponsorship	Tick to apply to sponsor
ACDM Bingo Card	£150.00 plus a prize gift	This promotional sponsorship opportunity includes: <ul style="list-style-type: none"> 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 	

4. Promotional Sponsorship of Sunday Buffet Dinner

Item/Description	Cost	Detail of Sponsorship	Tick to apply to sponsor
Buffet Meal	£250.00	Includes: <ul style="list-style-type: none"> 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) 	
Table Favours – ACDM to provide	£400.00	Includes: <ul style="list-style-type: none"> 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) 	
Table Favours – Sponsor to provide	£200.00		

5. Promotional Sponsorship of Gala Dinner

Item/Description	Cost	Detail of Sponsorship	Tick to apply to sponsor
Gala Dinner	£1000.00	Includes: <ul style="list-style-type: none"> 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	£750.00	Includes: <ul style="list-style-type: none"> 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 	
Table Favours – ACDM to provide	£400.00	Includes: <ul style="list-style-type: none"> Table favours on each table Your corporate logo shown on the interval slide listing 	
Table Favours – Sponsor to provide	£200.00	Includes: <ul style="list-style-type: none"> Your promotional material inserted into the conference folder (Specific job adverts may be included) Poster at Champagne Reception 	

6. Promotional Sponsorship of ACDM Conference Feedback Survey

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.

Item/Description	Cost	Detail of Sponsorship	Tick to apply to sponsor
eSurvey Promotional sponsorship	£350.00 plus gift	Includes: <ul style="list-style-type: none"> 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

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 31st 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 NAME		
CONTACT NAME:		
ACDM CORPORATE MEMBER (Delete as appropriate)	YES	NO <small>(Corporate Membership charge of £10 will be added to your invoice)</small>
ADDRESS:		
TEL:		
EMAIL:		
PURCHASE ORDER NUMBER		
BILLING ADDRESS IF DIFFERENT OT ABOVE:		

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 31st January 2012 will receive a full refund less a £50 admin charge. After 31st 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 www.acdm.org.uk