

# PARTNERSHIP GUIDE



**7th ICAN Congress 2018**  
Infection Control Africa Network  
[www.icancongress.org](http://www.icancongress.org)

**8 - 11 July | Century City Conference Centre**  
**Cape Town | South Africa**

# ICAN 2018

For further information contact the Congress Office :

Europa Organisation Africa Tel: +27 (0) 11 325 0020 | email: [richard@eoafrika.co.za](mailto:richard@eoafrika.co.za) | [www.eoafrika.co.za](http://www.eoafrika.co.za)

# Expression of Interest



Attention: Richard Moneron, +27 11 325 0020, email: richard@eoafrika.co.za

Name of Company
Contact Person
Postal Address
VAT Number

Tel	Fax
Cell	Email

## Exhibition Floor Space Options

Please indicate with an **X** if your company is interested in partnering with any of the following **All costs exclude**

<b>A. Single (3m x 3m)</b>	<b>R 35 000</b>	1st Choice	2nd Choice	3rd Choice
<b>B. Double (6m x 3m)</b>	<b>R 70 000</b>	1st Choice	2nd Choice	3rd Choice

## Partnership Opportunities

Educational / Research Grant towards Congress	
Partnership of International Faculty - Full or Part	Contact Congress Office
Partnership of Local Faculty - Full or Part	Contact Congress Office
Partnership of Delegates - Full or Part	Contact Congress Office
Registration Desk - inclusive of Hospitality Area - <b>Exclusive Partnership (including all associated elements)</b>	R 250 000
Industry Sponsored Symposia (60 minutes)	R 30 000
Opening Welcome: Sunday, 08 July	Contribute to cost
Faculty Dinner: Monday, 09 July	R 65 000
Celebration Dinner: Tuesday, 10 July	Contribute to cost
Tea / Coffee & Lunch Stations - <b>Exclusive Promotional Rights</b>	R 20 000 per day
Faculty Lounge / Speaker Service Room	R 35 000 plus refreshments
Poster Boards / Area - Hall D - Branding Opportunity	R 20 000
Restroom Branding - 3 days	R 10 000
A4, Full Colour Advert in programme	R 7 500 per advert
Delegate Bag Insert / Item	R 5 000 per insert
Slide Branding on Plasma screens in exhibition area (4x Plasma's)	R 5 000 per slide
Branding Opportunities - Pull up banners (6x banners)	R 12 000

We, the undersigned, express our intention to partner with the ICAN Congress 2018.

Signed: \_\_\_\_\_

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

# Exhibition Booth Options



## Floor Space Only:

Single Booth 3m x 3m R 35 000 (excl. VAT)

Double Booth 6m x 3m R 70 000 (excl. VAT)

All booths will be booked on a first come first served basis.

## Floor Space Package price includes:

Each exhibition space will be provided with a table, table cloth and two chairs (if required), and an electrical plug point (15 amp). In addition exhibitors will receive:

- 4 x Complimentary trade registrations **per single space** including daily lunches, teas, welcome function and celebration dinner
- Company logo will be placed on the congress website
- Acknowledgement in final programme and partner slides between sessions (all venues)

Shell schemes are not included

## For Shell Schemes or custom built stands, please contact:

Contact **Expo Solutions**

Nomonde Nyanga

+27 11 704 1953

[nomonde@exposolutions.co.za](mailto:nomonde@exposolutions.co.za)

# Terms and Conditions

## Payment Terms:

Full prepayment is due immediately on receipt of invoice to confirm selected booth position. Note should payment not be received with 20 working days of confirming booth space the Congress Office retains the right to release and resell.

## Cancellation Policy:

Cancellation received before **09 April 2018** will be refunded 50% of the total invoice cost, if the booth area is resold. If the booth area cannot be sold, 100% of the total invoice cost will apply.

Please forward your cancellation in writing to the Congress Office, [richard@eoafrika.co.za](mailto:richard@eoafrika.co.za)  
No cancellations will be accepted after **09 April 2018**. Full booth cost payable.

# Other Partnership Opportunities



## 1. **Educational / Research Grant towards the congress**

Conforms with MedTech Europe's code of ethical business practice [www.medtecheurope.org](http://www.medtecheurope.org)  
The support may be offered via the Congress Office for delegate sponsorship  
Acknowledgment will include a Company Logo on the Congress website, in the Congress programme and also the welcome screens in the session venues.  
Contact the Congress Office for further details.

## 2. **Partnership of International Faculty - cost will vary**

Sponsorship will include a Company Logo on the Congress website, in the Congress programme and also the welcome screens in the session venues.  
Full or part assistance.  
Contact the Congress team for further information.

## 3. **Partnership of Local Faculty - cost will vary**

Partnership will include a Company Logo on the Congress website, in the Congress programme and also the welcome screens in the session venues.  
Full or part sponsorship.  
Contact the Congress Office for further information.

## 4. **Sponsorship of Delegates - cost will vary**

Invite your clients directly to attend the Congress. Group registration is available.  
Alternatively an Educational Grant to ICAN allocated towards assisting delegates to attend.  
Funds managed according to MedTech regulations.

## 5. **Registration Desk - inclusive of the Hospitality Area - R 250 000 (excl. VAT) Exclusive Partnership**

Exclusive branding of the Registration / Information Desk and Hospitality Area

### **Includes:**

Registration Desk (5mx4m space) - Artwork to be supplied by Partner

Hospitality /Networking Area opposite the Registration Desk (8mx5m) - seating & water station included

Delegate bags (sourced from a social responsibility programme)- Partner logo included

Delegate name badges - inclusive of Partner logo

Branded notepads, pens and lanyards (supplied by exclusive Partner)

1 x A4, Full Colour Advert in final programme

1 x A4 Bag insert in delegate bags (Insert to be supplied by exclusive Partner)

6 x Complimentary Trade Registrations including social functions

Partnership will include a Company Logo on the Congress website, in the Congress programme and also the welcome screens in the session venues

# Other Partnership Opportunities



## 6. Industry Symposia (60 minutes) – R30 000 (excl. VAT)

### Breakfast Symposia:

Symposia will be allocated on **First Come, First Served** basis

Limited time slots available to ensure maximum delegate attendance

Symposia will be fully accredited with CPD points where applicable and provided the symposium programme and faculty details are received timeously.

Company may select speaker and topic (subject to Scientific Committee's approval)

### Cost Includes:

- 1) Venue Hire & arrival tea/coffee and light snack.
- 2) Standard audio visual and technical support - Additional AV will be quoted separately
- 3) CPD Application
- 4) 1 x Eblast of symposium invite to registered delegates before the Congress
- 5) Symposium advert on Congress website

### Excludes:

Additional catering and additional AV equipment, if required

## 7. Opening Welcome - Full or Part contribution Sunday, 08 July

Exclusive partnership

Please contact the congress team for further details.

## 8. Faculty Dinner - R 65 000 (excl. VAT) Monday, 09 July

Attendance for 4 exclusive Partner Representatives for networking at the dinner evening

Acknowledgement of Partnership by the congress Chairperson

2 x pull up banners outside the dinner venue

Partner's Logo featured on the Faculty Dinner menus

Logo featured on the congress programme Partner page

## 9. Celebration Dinner - Part Sponsorship Tuesday, 10 July

### Includes:

- 1) Invitation for 4 company representatives
- 2) Acknowledgement of company support in official invitation letter
- 3) Company logo displayed on website and in conference programme

### Excludes:

- 1) Decor
- 2) Transfers (if required)

## Other Partnership Opportunities



### 10. **Tea/Coffee & Lunch Stations – R25 000 per day (excl. VAT)**

All teas and lunches will be served inside the exhibition area.

Partner will have the opportunity to brand the serving stations (table cloths, runners / overlays, serviettes, coasters etc).

2 x Complimentary Trade Passes

Further information is available from the congress organisers.

### 11. **Faculty Lounge / Speaker Preparation Room - R35 000 (excl. VAT)**

Exclusive partners of the ICAN Congress Faculty lounge / preparation Room for the duration of the congress.

#### **Includes:**

- 1) Invitation for two company representatives into the Faculty Lounge daily
- 2) Daily catering and hospitality in the faculty area
- 3) Company logo to be displayed in the venue, conference programme and website.

#### **Optional for Company to supply:**

- 1) Branded notepads and pens to be used in faculty lounge
- 2) Educational information
- 3) Furniture to be used by the faculty

### 12. **Poster Boards / Area - Hall D - R 20 000 (excl. VAT)**

Branding opportunities

### 13. **Restroom Branding - R 10 000 (excl. VAT) all 3 days**

Partner may brand restrooms with sterilization hand wash, hand cream, tissues, posters etc

Further information is available from the Congress Office

### 14. **A4 Full Colour Advert in the final programme - R 7 500 (excl. VAT)**

The final programme will be inserted into the Congress Delegate Bags

The final programme will include comprehensive information on the scientific sessions and Faculty

### 15. **Delegate Bag Insert - R 5 000 per insert (excl. VAT)**

Make sure participants know what you are doing. A session? Your booth location?

Choose either a printed document (A4) or a pre-approved promotional item.

### 16. **Slide Branding on screens in exhibition area - R5 000 per advert (excl. VAT)**

4 x plasma screens display in the Exhibitor Area.

Promote your Company, products or booth activities

### 17. **Branding Opportunities - R12 000 6x banners (excl. VAT)**

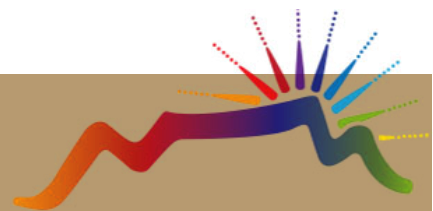
Banners will be displayed prominently throughout the congress venue and along corridors.

Excellent branding opportunity.

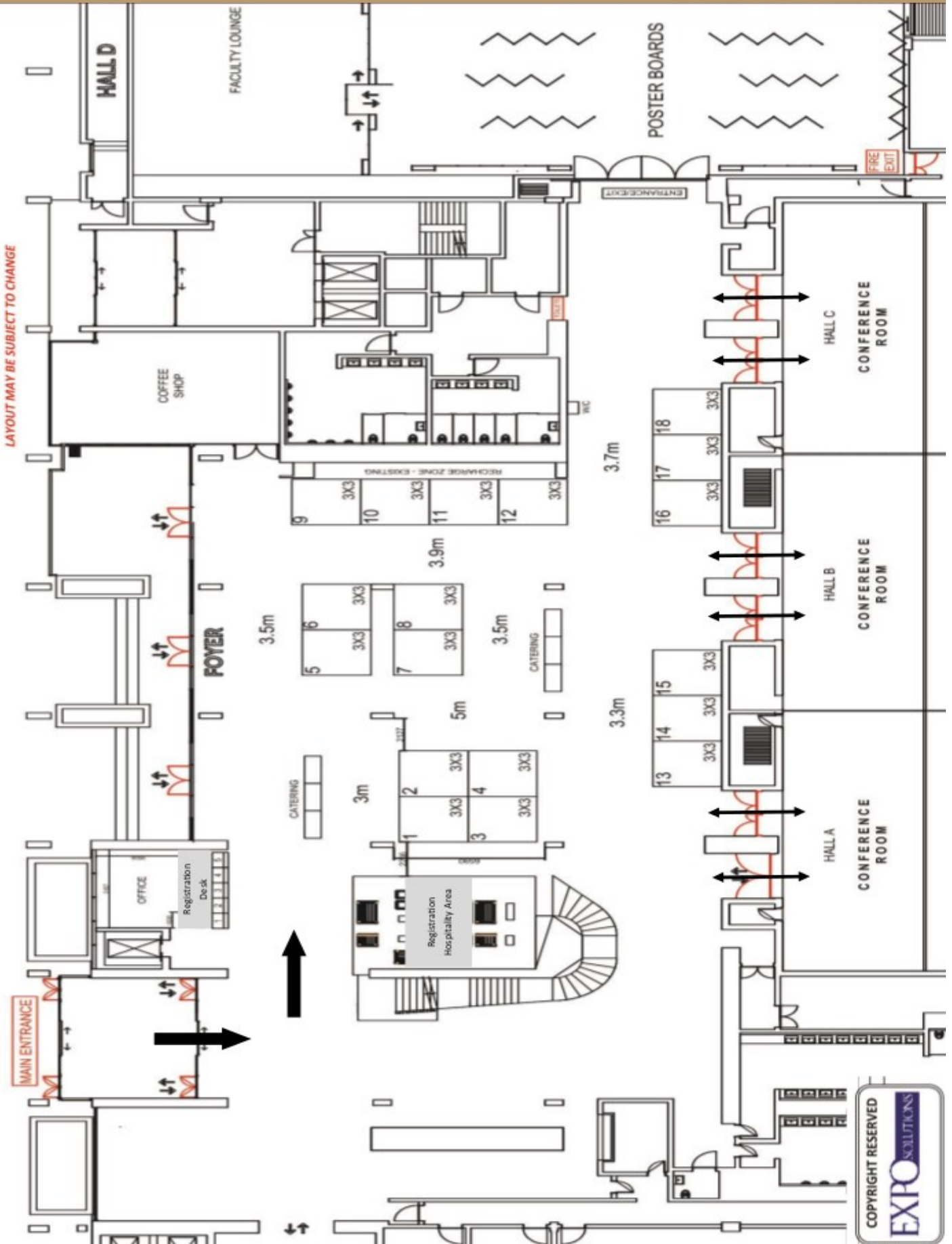
Artwork and banners to be supplied by partners.



# Exhibition Venue Floor Plan



7th ICAN Congress 2018  
Infection Control Africa Network





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