



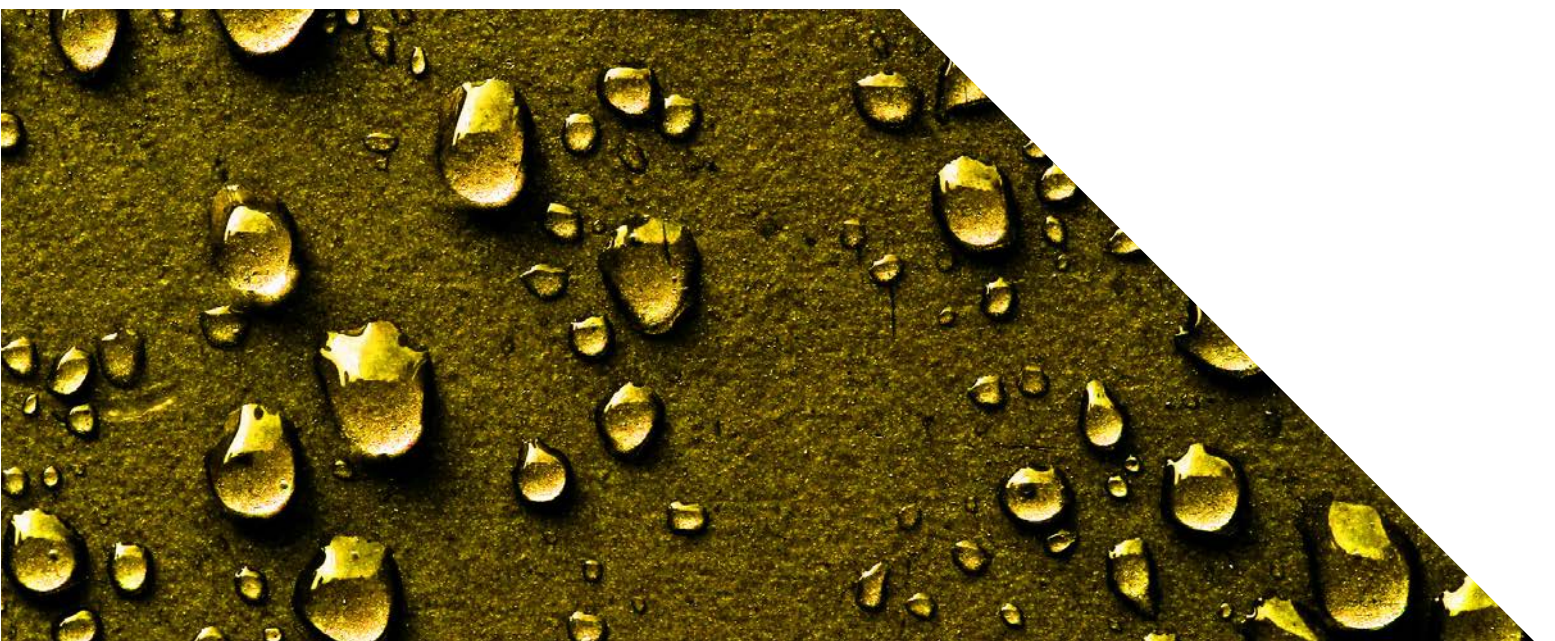
WIOA South Australia Water Industry Operations Conference & Expo



SPONSORSHIP & EXPO PROSPECTUS

MURRAY BRIDGE

7 & 8 August 2019





2019 South Australia Water Industry Operations Conference & Expo



**7 & 8
AUGUST
Murray Bridge**

About the Event

The Water Industry Operators Association of Australia (WIOA) will stage the 2nd WIOA South Australian Water Operations Conference and Expo in Murray Bridge in 2019.

Last year we had a very strong expo participation and it is anticipated this event will be just as popular.

Who attends?

This conference brings together operations and maintenance personnel from all over South Australia including representatives from:

- Metropolitan and regional councils
- Private water enterprises
- Trade waste & environmental officers
- Water and wastewater utility managers
- Researchers
- Water authorities
- Engineers & consultants
- Scientists

Entry to the expo is **FREE** which allows allied industry personnel such as plumbers, trade waste, mining, food and beverage employees and contractors access to view the expo.

Technical Program

The conference technical program will provide key information for anyone interested in the operational side of the water or wastewater industry. Importantly, the papers presented at WIOA events are not just about water or wastewater treatment but cover a wide range of topics.

Conference and Expo Format

The expo compliments the technical program by providing an opportunity for the delegates and visitors to discuss with suppliers the latest water industry developments and see state-of-the-art technology on display. The social activities and interaction between exhibitors and delegates provides excellent opportunities to gain important contacts within the water industry. The conferences maximises the face-to-face contact time between the delegates and exhibitors due to our successful conference format.

Venue

Murray Bridge Race Club

Parking is available at a number of areas on site and the conference venue is a non smoking facility.

The expo area will accommodate the expo sites as well as a casual seating area. Technical presentations will be staged in a room adjacent to the expo.

Limits on Size & Weight of Expo Equipment

- There is **NO** forklift access inside the venue.
- All items of equipment being brought inside the venue **MUST BE able to be carried in by hand or pallet jack**. We will have some trolleys available to assist in bumping in and out, but they will be limited.
- No vehicles, trailers or petrol/diesel running motors are permitted inside the venue.
- All table and chair legs must have rubber fittings.
- Bulky/large items need to be able to be manoeuvred into place manually by the exhibitor.
- Nails, clamps or other sharp protrusions from the base of equipment should be avoided. The utmost care must be taken when moving any equipment to avoid damages.

All items must not be wider than 1.1m or longer than 1.8m

Key Dates & Times

Monday 13 May 2019	1.00pm	Expo site sales open.
Friday 14 June 2019	5.00pm	Final date for payment of sites. Sites not paid for by this date WILL be re-allocated.
	5.00pm	Public Liability Insurance policy - Certificate of Currency provided to WIOA.
Tuesday 6 August 2019	12.00pm - 4.00pm	WIOA mark up of expo sites. Venue closed to exhibitors
Wednesday 7 August 2019	8.00am - 10.30am	Exhibitor registration and bump in.
	11.00am - 5.00pm	Expo open.
	1.00pm	Technical program commences with Keynote speaker.
	6.30pm - 11.00pm	Conference dinner on-site.
Thursday 8 August 2019	8.30am	Expo open.
	8.30am - 12.00pm	Technical presentations continue.
	12.00pm	Light lunch and Best Paper announcement
	1.30pm - 4.00pm	Bump out. Exhibitors to have all items and freight removed from site by 4.00pm.

Who attends the WIOA conference?

The first WIOA South Australian Conference & Expo received good support from operators in South Australia and suppliers to the industry with nearly 200 individuals meeting in Murray Bridge. Some of the occupations included:

- Account and Business Manager
- Chemical Engineer
- Civil Engineer
- Council Employee
- Electrician
- Engineer
- Environmental Officer
- Environmental Scientist
- Inspectors
- Managing Director
- Mechanical Fitter
- Operator
- Planner
- Plumber
- Scientists
- Superintendent
- Technical Officers
- Trade Waste Officers
- Water & Wastewater Employees
- Water Services Engineer
- Works Supervisor



2019 South Australia Water Industry Operations Conference & Expo



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Expo Details

The expo is the second for WIOA in South Australia and access to the Expo sites will only be available for WIOA Corporate Members. We recommend bookings are made quickly to avoid disappointment.

There is an open invitation to all persons or companies with an interest in the water industry to attend the expo for free as visitors. Extensive advertising of the expo will be undertaken in South Australia to promote the event.

Exhibitor Benefits

- Contact details provided to delegates
- Morning and afternoon tea supplied
- Complimentary registration for 1 staff member including all meals (additional meals are available to be purchased)
- Company name listed on the delegate registration form and WIOA website
- Visitor passes to invite potential interested people to the expo

Expo Sites

- Sites are 3m wide x 1.5m deep.
- Sites cost \$600 (inc gst) that includes 1 full meals package.
- All sites are supplied with 1 x 4 amp general purpose power outlet and 1 x conference satchel.
- All sites will be provided with 1 chair and 1 small table.
- No other furniture is included.
- There is no backing or back walls for the expo sites.



Reservation and Allocation of Sites

Sites will only be available to WIOA Corporate members. Due to the limited number of sites available, companies will only be permitted to purchase one site.

Sponsorship Sites

Sponsorship categories include the sponsored item as well as a pre-determined expo site.

Expo Sites

The Application form for the remaining **expo sites** will go on sale at: **1pm AEST on Monday 13 May 2019. (12.30pm SA Time)**

Sites will be allocated in the order in which WIOA receives the completed application forms via email. If the site requested has already been allocated, each company will be contacted in turn to make a selection from the sites still available.

WIOA reserves the right to assign or reassign sites and to alter the size, shape or position of the sites and the floor plan of the Expo as may be necessary to ensure that the arrangement of the Expo is in the best interest of attendees and exhibitors.

Your application will be processed and once assigned a site, you will be sent a confirmation, Tax Invoice and an Exhibitor Information Package.

It is a requirement that all companies reserving a site read the WIOA TERMS AND CONDITIONS and CANCELLATION POLICY FOR EXHIBITORS and sign the declaration on the registration form.

Application forms must be completed and returned by email to:

ann@wioa.org.au

Social Functions

In order to provide maximum opportunities for interaction between exhibitors and delegates, lunches, morning and afternoon teas will be served in the expo area during the event.

Conference Dinner

Wednesday night will be the “**Conference Dinner**” with a fully serviced three course meal, and will include some WIOA award presentations and entertainment.

A **pre-dinner drinks and nibbles session** of one hour will be held immediately prior to dinner at the Murray Bridge Racing Club.

Meals Costs

Meals Package \$170.00 per person (includes 10% GST)

Includes: Lunch, Afternoon Tea, Pre Dinner Drinks, Entertainment and Dinner on Wednesday, Morning Tea and Lunch on Thursday.

Lunch Only (either day) \$33.00 per person (includes 10% GST)

Includes Lunch on the day/s nominated.

Dinner Only \$110.00 per person (includes 10% GST)

Includes the Pre Dinner Drinks, Entertainment and Dinner on Wednesday.

Insurance

Details of the required insurance, cancellation conditions and refund policy can be found on page 6 and on the WIOA website.

Cancellation & Refunds

Cancellation conditions and refund policy can be found in the WIOA Terms and Conditions and Cancellation Policy for Exhibitors (on page 6) and also on the WIOA website. Due to the anticipated demand for sites the cancellation refund policy will be strictly enforced.

Meal cancellations will only be accepted 7 days prior to the conference date.

Conditions of Payment

All site fees must be paid in full no later than **14 June 2019**. WIOA reserves the right to reallocate sites not paid in full by this date.

For Further Information Please Contact

Ann Austin P 03 5821 6744 E ann@wioa.org.au

Craig Mathisen P 03 5821 6744 M 0457 846 008 E craig@wioa.org.au

Sponsor Case Study



- 5% of our sales (revenue) was generated from contacts/leads we met at WIOA.
- 13% of our deals for one major product came out of WIOA
- Our BDMS have won on average 89% of the deals that came out of WIOA.



SA 2019 Murray Bridge - Expo

Sites will be allocated in the order in which WIOA receives applications, first in first served for both sponsorship & expo site sales.

Sponsorship (11 only)

All sponsors will be provided the opportunity to select an expo site prior to the Expo Sites going on sale to the general public. The site fees and 1 meals package is included in the sponsorship package, inclusive of GST.

Sponsors sites will be allocated to a Dinner Sponsor first and then to all other sponsors in the order in which WIOA receives applications.

Expo Sites

All sites cost \$600 (including GST).

The remaining expo sites will go on sale at 1.00pm AEST on **Monday 13 May 2019**

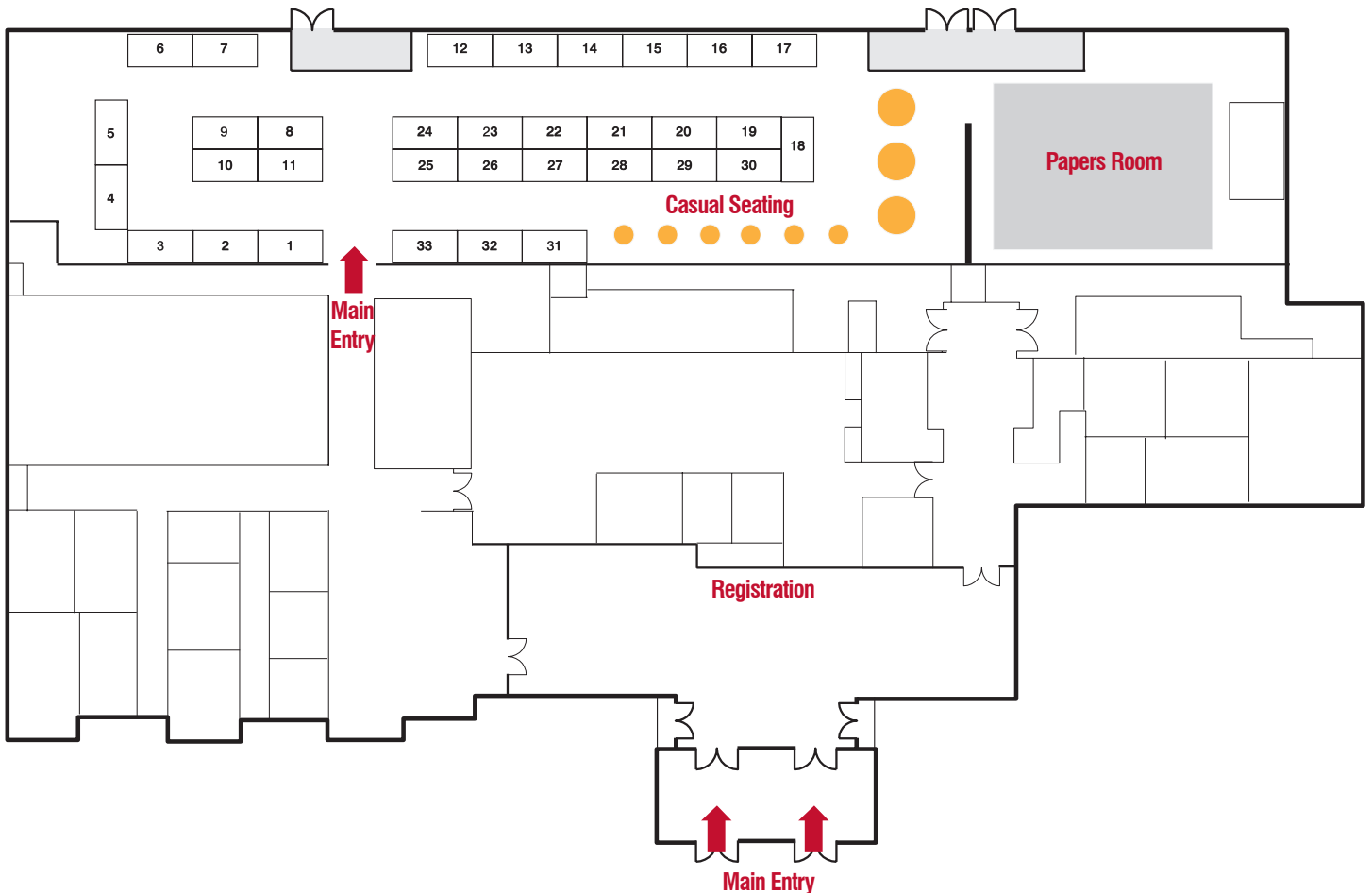
Application will only be accepted on the official registration form that will be available on the conference website on this date.

Meals

Site fees include 1 full registration that includes all meals.

Additional meals packages can be purchased at \$170 each.

WIOA reserves the right to assign or reassign expo site/s and to alter the size, shape or position of the site/s and the floor plan of the expo as may be necessary to ensure that the arrangement of the expo is in the best interest of attendees and exhibitors.





Sponsorship Opportunities

As a WIOA sponsor, your organisation will receive prominent exposure before and during the event and will be seen as an important contributor to the success of our events. The cost of the sponsorship categories include a single expo site. WIOA staff will be in contact with sponsors in the order in which we receive sponsorship expressions of interest to allocate sites. (All prices are inc GST.)

Cost	Sponsorship Category
\$3,500	Dinner
SOLD	Papers Room
\$2,500	Catering
\$2,500	Best Paper Award
\$2,500	Technology
SOLD	Satchels
SOLD	Drinks
\$2,500	Raffle
SOLD	USB
\$2,500	Bus
SOLD	Notepad & Pen



Technology Sponsor

\$2,500

WIOA intends to make use of a mobile app to reduce our printing and environmental foot print for this event. It is anticipated that the app will include all the conference papers and proceedings as well as information on the expo. Your banner ad will appear on the bottom of every page in the app, and the ad can be linked to a fully customised landing page in the app and/or website.



Satchel Sponsor

\$2,500

Provided to all conference delegates from the exhibiting company. As the Satchel Sponsor your logo will be featured on all satchels. This will provide constant exposure for your brand even after the event when the satchels are often still used.



Dinner Sponsor

\$3,500

Recognition as sponsor of the Conference Dinner. This category also provides the opportunity to address attendees at the dinner and prominent branding on the dinner menu.



Drinks Sponsor

\$2,500

Soft drink, wine and soft drink during the conference. Drinks sponsors will be recognised on the dinner menu and acknowledged during the dinner.



Papers Room Naming Rights

The naming rights for the papers room includes the use of a logo and promotional video or advertisement shown at the beginning of each technical session. The room will be referred to using your organisations name.



Charity Raffle Sponsor

\$2,500

WIOA has a strong focus on giving back to the community. As the charity raffle sponsor you will contribute to provide funds for a South Australian charity. WIOA will purchase a prize for the raffle from your contribution to the event.



Catering Sponsor

\$2,500

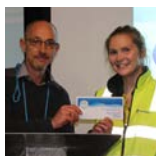
Lunches, morning and afternoon tea times are savored by WIOA attendees as a time to stretch the legs from listening to the papers, refuel, visit the expo, network and enjoy a break. The catering sponsorship can include centerpieces or table runners.



USB Sponsor

\$2,500

Supply of items. A digital version of the technical program will be provided to their workplace through the USB. The sponsor is required to purchase branded USB's for this event and load all of the material onto the USB devices. The sponsor can include approved promotional material on the USB.



Best Paper Award Sponsor

\$2,500

Support the technical program by presenting the award for the best paper delivered at the conference. The award presentation will be the final item of business at the event and includes the opportunity to present the award to the winner. The award is an all expenses paid professional development opportunity for the winner to attend another WIOA conference in another state.



Courtesy Bus Sponsor

\$2,500

What better way to support attendees than by ensuring they find their way to and from the dinner safely.



Notepad & Pen Sponsor

\$2,500

A branded notepad and pen for the conference and to use post the event. The branded notepad and pen need to be provided by the sponsor.

To Secure Sponsorship

Email craig@wioa.org.au with your details and the sponsorship category you would like to support.



WIOA Terms and Conditions and Cancellation Policy for Exhibitors

DEFINITIONS

“Conference” means the event including the Expo.

“Exhibitor” means the company or person that has submitted an application form and has been allocated an expo space.

“Expo information Pack” means the manual which describes the Organisers rules and requirements, services and equipment relevant to all exhibitors. This document is provided to the primary contact person as nominated by the Exhibitors when booking an Expo Site.

“Expo Site” means either a site, a booth or space within the expo venue an Exhibitor has booked or is allocated.

“Organiser” means the Water Industry Operators Association of Australia (WIOA). ABN 83 123 468 422.

“Venue” means the facility, and the management of the facility, in which the conference is to be held.

RESPONSIBILITIES & OBLIGATIONS

1. The Organiser is responsible for the overall running of the Conference, the allocation of Expo Sites and invoicing of exhibitors for the bare Expo Sites and all meals.
2. The Exhibitor is obliged to act in accordance with the rules and requirements as set out in the Expo Information Pack and by the Venue. The Exhibitor is responsible to read and agree to the Terms and Conditions and Cancellation policy, make payment in full by the due date and adhere to deadlines.

EXPO SITES

3. Expo Sites will be allocated in the order in which the Organiser receives the completed application form via email after the commencement of registration on the advertised registration day. If the Expo Sites requested have already been allocated, each company will be contacted in turn to make a selection from the Expo Sites still available. The Organiser will confirm the Expo Sites allocated to each Exhibitor in writing.
4. The Organiser reserves the right to assign or reassign Expo Sites and to alter the size, shape or position of the Expo Sites and the floor plan of the Expo as may be necessary to ensure that the arrangement of the Expo is in the best interest of attendees and Exhibitors.
5. Exhibitors shall remain set up until 1.00pm on the Thursday of the Expo.
6. No Exhibitor shall sublet or share the whole or any part of the space Expo Sites allotted without the knowledge and consent of the organiser.

PAYMENTS

7. The Organiser will issue an invoice for the reserved Expo Site to the Exhibitor. Payment of the invoiced amount must be paid for in full by the **14 June 2019**.
8. The Organiser reserves the right to re-allocate the Expo Site if payment is not received by the due date.

CANCELLATIONS

9. Exhibitors may cancel their Expo Site at any time prior to the expo. Cancellations must be made in writing.
10. Cancellations made more than 60 days prior to the expo will receive a full refund less an administration fee of 10% of the cost of the Expo Site.
11. Cancellations made between 30 & 60 days prior to the expo will receive a full refund less an administration fee of 20% of the cost of the Expo Sites.
12. Cancellations made within 30 days of the expo being held will receive no refund.

INSURANCE

13. All Exhibitors are required to have Public Liability Insurance to a value of not less than Ten Million Australian Dollars (AUD\$10,000,000), and a certificate of currency confirming this insurance must be lodged with WIOA prior to the Commencement Date of the Expo. It is recommended that exhibitors consider taking out Property Damage Insurance in respect to the Expo Sites and any products or items either in transit or at the event.
14. Exhibitors will be refused entry to the Expo Sites until all insurance requirements are satisfied.

RELEASE & INDEMNITY

15. The Exhibitor hereby indemnifies and releases the Organiser and the Venue; in respect to any claims, actions, suits, demands, costs and expenses for damage or injury to person or property arising directly or indirectly out of attending and displaying goods at the Expo, including the movement of property on site and in transit to and from the expo.
16. Photos and video taken on behalf of the Organiser at the conference are approved for release for future marketing of WIOA events.

SECURITY

17. The Organiser has arranged security during the course of the event and also relies on the security provided by the Venue, but beyond this, the Organiser and the Venue Managers, and their employees are not responsible for any damage to or for the loss or destruction of an exhibit from fire or theft or accidents or injury resulting from such causes.

HEALTH & SAFETY

18. All Exhibitors are required to abide by relevant health and safety legislation. The Organisers require a representative from the Exhibitor to be named as a responsible person for the health and safety of the Expo Site.
19. All Exhibitors are required to participate in a site induction conducted by the Organiser.
20. All portable electrical equipment, appliances and leads must be tested & tagged by a fully qualified electrician in accordance with OH&S Regulations and Australian Standard 3760,2001.
21. Equipment manufactured for overseas ratings such as 210V & 60Hz, not meeting the above criteria are strictly not permitted.

UNAVOIDABLE OCCURRENCES

22. In the event that the Expo is cancelled or delayed outside the control of the Organiser, including but not limited to fire, flood, labour disputes, natural disasters, acts of God, work stoppages, slow downs or disputes, or other similar events then the Exhibitor may be issued a refund after all fixed expenses are paid, any remaining funds will be distributed to Exhibitors. The Exhibitor shall not claim for any loss or damage.