
The Future Landscape,
Expertise for Changing Times



IHHC

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**Institute of Hospitality
in HealthCare**

Trade Exhibitor & Supporter Prospectus **2020**

**Crown Casino
Perth, Western Australia
12th to 14th October**



About The National Conference

The Institute of Hospitality in HealthCare Ltd (IHHC) is a not for profit association dedicated to improving the professionalism and quality of Support Services in the Health and Aged Care Industry, (Industry). The National Board and State Committees are comprised of professionals from within the Industry dedicated to sharing their passion and expertise with others through conferences, seminars and a variety of networking events.

Each year the IHHC hosts a National, (and at regular intervals, International) Conference, bringing together delegates from a variety of health and aged care organisations. Delegates include Support Service Managers, Foodservice Managers, Executive Chefs, Cleaning, Laundry and Environmental Services Managers and other professionals engaged in delivering Support Services to the Industry.

The Conference Organising Committee is committed to engaging with delegates through an energising and informative program of speakers, and facilitating networking and business opportunities for supporters and exhibitors through an extensive trade exhibition and a number of social events. The exhibition will be open for the duration of the conference.

Supporters and exhibitors will receive acknowledgement prior to, during and after the conference through the IHHC website, conference materials, and electronic publications.

The Committee asks that you take the time to consider the benefits of being associated with an organisation recognised both nationally and internationally as a leader in their field.

We look forward to your participation in this premier industry event, and to welcoming you to Perth in October 2020.



IHHC Membership

IHHC members are employed in managerial and supervisory positions within the Hospitality (Support Services) Departments of health and aged care facilities. Areas of responsibilities may include; Catering, Environmental Services, Cleaning, Laundry, Maintenance and Portage. In addition, a number of members are involved in the areas of Dietetics and Nutrition.

IHHC members are decision makers and collectively, they control budgets worth millions of dollars. Whether choosing, dry goods, chemicals, paper goods or equipment, our members will, in most cases, have the final say.

The IHHC National Conference provides a forum for our members and supporters to come together to exchange ideas, discuss the latest in Industry innovation and most importantly, develop lasting professional relationships.

IHHC National Conference Venue

The Crown Casino

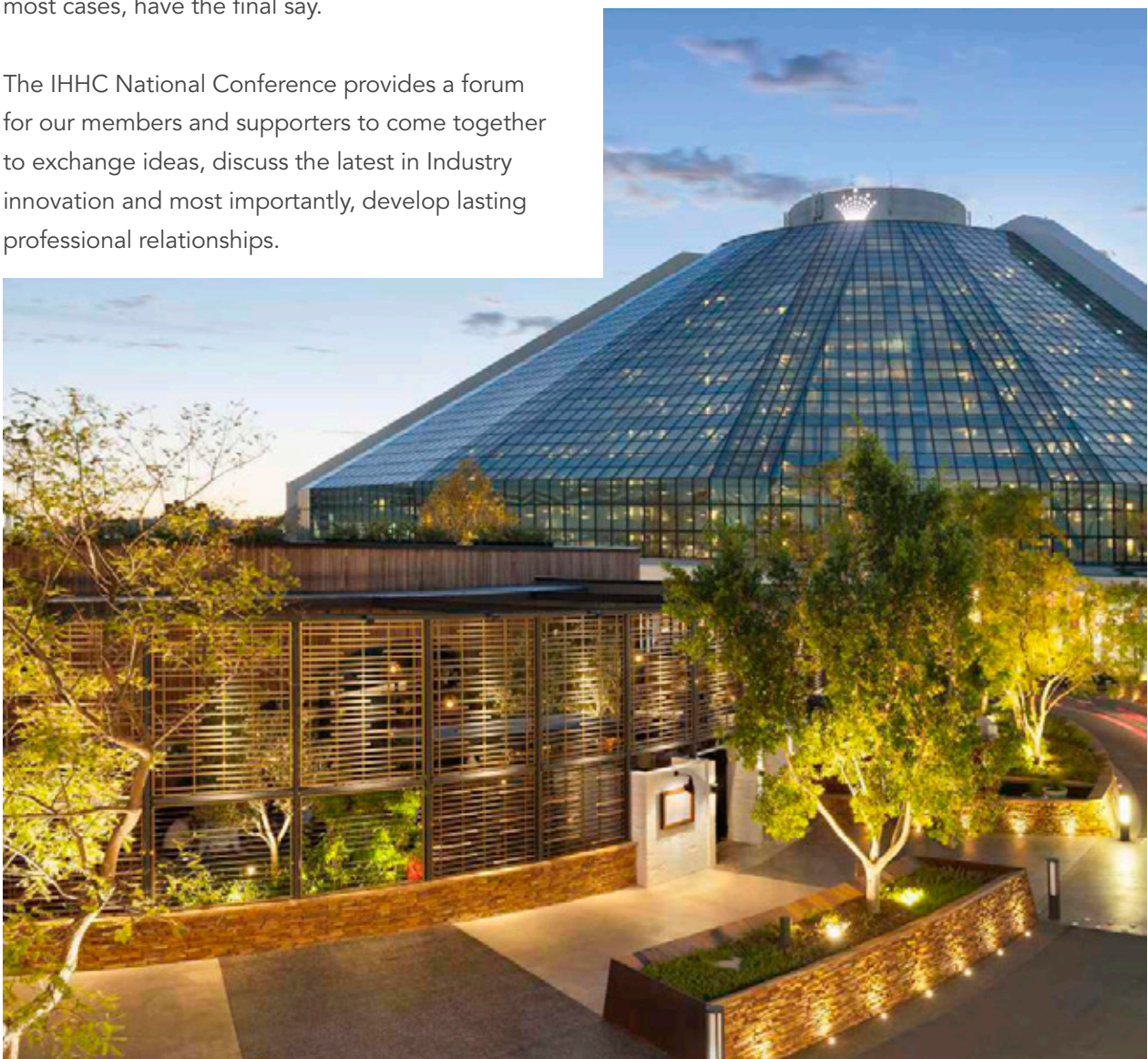
Great Eastern Highway

Burswood 6100

WESTERN AUSTRALIA

T +61 8 9362 8011

F +61 8 9362 7547



IHHC Invitation to Participate

The IHHC National Board invite you to participate in the 2020 National Conference. The conference will be an opportunity for you to showcase your company's products, equipment and services whilst networking with, in most cases, the decision makers from a large number of health and aged care organisations.

The Trade Exhibition floor plan has been designed to offer the maximum number of exhibitors' excellent contact opportunities with delegates. To this end, all morning and afternoon teas and lunches will be served in the trade exhibition area.

At selected times, the Trade Exhibition will be open to other sections of the "hospitality" community offering non-conference delegates the opportunity to visit the various booths. This initiative offers you the added bonus of exposure to the Hospitality Industry at large. This offer is by invitation only and all invited guests will be required to check in at the registration desk on arrival.

Supporters and Trade Exhibitors are encouraged to attend any session throughout the course of the conference that they may find of interest.

We invite you to consider the supporter packages outlined on the following pages, complete the booking form enclosed at the end of the package and return your expression of interest to one of our Trade Exhibition & Supporter Coordinators.

The Conference Organising Committee welcome your participation in this event, and ask that you contact Stuart Merrylees or Carey Bray should you wish to discuss any aspect of the trade exhibition or other conference related issues.

Trade Exhibitor & Supporter Coordinators:

Mr Stuart Merrylees

Trade Exhibitor & Supporter Coordinator

Ph: (08) 8395 3512

Fax: (08) 8396 4066

smerrylees@ach.org.au

Carey Bray

Trade Exhibitor & Supporter Coordinator

Ph: 0427 128 180

carey.bray@catholichomes.com

Terms and Conditions

The number of trade booths and supporter packages are limited and will be allocated on priority of receipt of your signed booking form. To assist with coordination and managing the trade area we would appreciate your commitment in writing no later than COB 30th May 2020.

A tax invoice for the amount due will be forwarded to you on receipt of your commitment. If you choose, you are able to make your support payments in two (2) instalments.

Instalment due dates are:

- First instalment, COB 30th May 2020 (50% of package cost)
- Final instalment, COB 30th July 2020

IHHC Program Outline (DRAFT)

Monday 12th October

8.30 am to 17.00 pm
Registration Desk Open

09.00 am to 17.00 pm:
Series of Presentations

18.30 pm to 20.30 pm:
Welcome Reception

Tuesday 13th October

08.00 am to 17.00 pm:
Registration Desk Open

08.00 am to 17.00 pm
Trade Exhibition
(morning tea, lunch and afternoon tea
will occur in the trade area)

09.00 am to 17.00 pm:
Series of Presentations

17.00 pm to 17.30 pm:
National IHHC AGM

16.30 pm to 18.00 pm:
Refreshments in the Trade Exhibition Area

18.00 pm onwards
Free Time for Delegates

Wednesday 14th October

08.00 am to 17.00 pm:
Registration Desk Open

08.00 am to 17.00 pm
Trade Exhibition
(morning tea, lunch and afternoon tea
will occur in the trade area)

09.00 am to 17.00 pm:
Series of Presentations

18.30 pm to 19.00 pm
Pre-Conference Dinner Drinks

19.00 pm to 23.59 pm:
Conference Dinner

Please note: This programme subject to change.

Sponsorship Levels

Premium Level (Limited Opportunities)

\$11,000 (\$10,000 plus \$1,000 GST)

As a Premium level supporter, your organisation will receive considerable exposure and recognition through the following:

Prime trade booth position (subject to availability at time of booking)

- Double standard booth, 6 metres x 2 metres
- Each booth is comprised of wall panelling, fascia, sign, lighting and power
- Naming rights to a session and speaker (company name prominently identified with this session)
- Acknowledgment of support on conference material including conference program (if support is confirmed before material is printed) and throughout conference
- Four (4) complimentary tickets to the Welcome Party & six (6) complimentary tickets to the Conference Dinner
- Acknowledgement of support at the beginning of the conference
- Insertion of promotional material into delegates sample bags (not limited to one and can be a product and information)
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- Ten (10) complimentary tickets to the Trade Show for distribution to clients other than conference delegates
- Option to include (maximum 1 full page) advertisement in one edition of the IHHC National newsletter

Executive Level

\$7,700 (\$7,000 plus \$1,000 GST)

As an Executive Level supporter, your organisation will receive considerable exposure and recognition through the following:

- Trade booth position (subject to availability at time of booking)
- 1½ standard booth size is 4.5 metres x 2 metres
- Each booth is comprised of wall panelling, fascia, sign, lighting and power
- Acknowledgment of support on conference material including conference program (if support is confirmed before material is printed) and throughout the conference
- Three (3) complimentary tickets to the Welcome Party & Conference Dinner
- Acknowledgement of support at the beginning of the conference
- Insertion of promotional material into delegates sample bags (not limited to one and can be product and information)
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- Eight (8) complimentary tickets to the Trade Show for distribution to clients other than conference delegates
- Option to include (maximum 1 full page) advertisement in one edition of the IHHC National newsletter

Sponsorship Levels

Business Level

\$5,500 (\$5,000 plus \$500 GST)

As a Business Level supporter, your organisation will receive exposure and recognition through the following:

- Trade booth (subject to availability at time of booking)
- Standard booth size is 3.0 metres x 2 metres approximately
- Each booth is comprised of wall panelling, fascia, sign, lighting and power
- Acknowledgment of support on conference material including conference program (if support is confirmed before material is printed) and throughout the conference
- Two (2) complimentary tickets to the Welcome Party and the Conference Dinner
- Insertion of promotional material into delegates sample bags (not limited to one and can be product and information)
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- Eight (8) complimentary tickets to the Trade Show for distribution to clients other than conference delegates
- Option to include (maximum 1 full page) advertisement in one edition of the IHHC National newsletter

Dinner Supporter

\$3,300 (\$3,000 plus \$300 GST)

The Conference Dinner will be a spectacular and prominent event of the social programme. The supporter of the dinner will receive the following exposure through:

- Acknowledgment of support on conference material (if support is confirmed before material is printed)
- Supporters logo placed on tables at Conference Dinner
- Option of a short (5 minute) speaking opportunity during the dinner
- Banner (to be provided by supporter) in a prime position during dinner
- Four (4) complimentary tickets to dinner
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- Eight (8) complimentary tickets to the Trade Show for distribution to clients other than conference delegates

Welcome Reception Supporter

\$3,300 (\$3,000 plus \$300 GST)

This is an opportunity for your company to be associated with the conference's traditional opening social event. As the Welcome Party Supporter, your company will be entitled to the following exposure:

- Acknowledgment of support on conference material (if support is confirmed before material is printed)
- Option of a short (5 minute) speaking opportunity during the Welcome Party
- Banner (to be provided by supporter) in a prime position during the Welcome Party
- Four (4) complimentary tickets to the Welcome Party
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)

Sponsorship Levels

- Eight (8) complimentary tickets to the Trade Show for distribution to clients other than conference delegates

Speaker Supporter

\$2,200 (\$200 plus \$1,000 GST)

This is an opportunity for your organisation to be associated with a nominated speaker at the conference. Support of a speaker will entitle your organisation to promotional opportunities and recognition including:

- Acknowledgement of support of your company by the MC prior to introducing speaker
- Logo in a PowerPoint display (produced by IHHC) shown at various times to the delegates before the supported speaker
- Listing and corporate logo in conference program
- Acknowledgment of support on conference material
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- Satchel insert (up to A4 size – lightweight brochure or equivalent)
- One (1) complimentary ticket to the Welcome Party and Conference Dinner
- Eight (8) complimentary tickets to the Trade Show for distribution to clients other than conference delegates

Delegate Gift Supporter: Satchel or Compendium

\$1,100 (\$1000 plus \$100 GST)

Each delegate attending the conference will receive a quality gift (a satchel, compendium or back pack) that will include all conference materials. As supporter of the delegate's gift, your organisation will receive the benefits listed below, as well as having your name and logo printed in a prominent position on the gift. Benefits include:

- Acknowledgment of support on conference material
- Company logo on the nominated gift
- Satchel insert
- One (1) complimentary ticket to the Welcome Party & Conference Dinner
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)

Rosemary Anne Pirie Excellence Award Supporter

\$1,650 (\$1,500 plus \$150 GST)

The Rosemary Anne Pirie Excellence Award recognises excellence in the delivery of Support Services to the Health & Aged Care Industry. The award is made in recognition of the lifelong commitment Rosemary Anne Pirie made to the Industry, and acknowledges an individual or organisation that has excelled in the pursuit of excellence in patient or resident care, professional development, staff training or quality improvement. This is a great opportunity

Sponsorship Levels

to have your company's name associated with such a prestigious award and will guarantee maximum exposure during the conference and in particular, at the Conference Dinner.

Supporting the award entitles your company to the following exposure:

- Acknowledgment of support on conference material (support needs to be confirmed prior to printing)
- Acknowledgement on conference website
- Company name displayed on all promotional material associated with the award
- Speaking opportunity during the dinner (time to be agreed on) including presentation of award to successful candidate
- Banner (to be provided by supporter) in a prime position during dinner
- Two (2) complimentary tickets to Conference Dinner
- Promotional material included in delegate's satchels
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- Eight (8) complimentary tickets to the Trade Show for distribution to clients other than conference delegates

Luncheon Supporter

\$990 (\$900 plus \$90 GST)

Lunch will be provided each day in the trade exhibition area of the conference. This is a time that will enable delegates and speakers to interact in a friendly

and relaxed environment. As the lunch supporter, your organisation receives the following benefits:

- Company name placed on tables during lunch
- Acknowledgment of support prior to the break by MC
- Slide presentation immediately prior to lunch
- Acknowledgment of support inc Conference material
- Complete list of delegate details following the conference. (This list will only include details of delegates who have not advised they wish to keep their information private)
- One (1) Complimentary ticket to the Welcome Party

Satchel Inserts

\$220 (\$200 plus \$20 GST)

The following could be placed in delegates satchels:

- Information describing your organisation's products and services (up to A4 size lightweight brochure or equivalent) If your insert is outside these specifications, please advise the Conference Trade and Supporter Coordinator
- Sample of product etc (e.g. mouse-pad, promotional items etc)
- Please consider the environment by providing your inserts on a USB stick

Prize Donation

Each year the Conference Organising Committee nominates a charity to support for the duration of the conference. Fundraising activities including raffles and auctions, will be held throughout the conference in support of the nominated charity. Any donation to this cause will be greatly appreciated.

Trade Exhibition and Trade Booth Information

OUTLINE OF TRADE STAND PACKAGE

Premium Trade Booth:

6.00 metre X 2 metre approx

Executive Trade Booth

4.5 metre x 2 metre approx

Business Trade Booth:

3.00 metre X 2 metre approx

Each booth is comprised of wall panelling, fascia, sign, lighting and power.

Wall Panelling

Fronrunner (Fabric, Velcro compatible covered panels 2.4 metre high.

Fascia

Fronrunner covered, 300mm deep, set across the front of the booth

Sign

Mounted on fascia, 1800mm x 200mm deep. Computer cut-vinyl lettering, on coreflute (maximum 26 characters) in a choice of primary colours. background. A sign is provided for each aisle frontage.

Lighting

Two (2) x 150 watt spotlights per booth, mounted on a track on the inside of the fascia power

One 240 volt / 1,000 watt / 4 amp general purpose outlet per booth, wall mounted
Furniture

2 x chairs and one small round table

Should you require additional to the above, e.g. water/additional power/other, please inform one of the Supporters and Trade Coordinators

Mr Stuart Merrylees

Trade Exhibitor & Supporter Coordinator

Ph: (08) 8395 3512

Fax: (08) 8396 4066

smerrylees@ach.org.au

Carey Bray

Trade Exhibitor & Supporter Coordinator

Ph: 0427 128 180

carey.bray@catholichomes.com

Expression of Interest

Please complete the Trade Exhibitor & Supporter registration booking form on page 9 and forward to Stuart Merrylees on the above contact details.

Supporter & Exhibitor

REGISTRATION BOOKING FORM

COMPANY NAME	
CONTACT PERSONS NAME	
POSTAL ADDRESS	
TELEPHONE DAYTIME CONTRACT	
FACSIMILE	
E-MAIL ADDRESS	
PROPOSED LEVEL OF SUPPORT	

Supporters Package

Premium Level Supporter

\$11,000 (\$10,000 plus \$1,000 GST)

Executive Level Supporter

\$7,700 (\$7,000 plus \$700 GST)

Business Level Supporter

\$5,500 (\$5,000 plus \$500 GST)

Dinner Supporter

\$3,300 (\$3,000 plus \$300 GST)

Welcome Party Supporter

\$3,300 (\$3,000 plus \$300 GST)

Speaker Supporter

\$2,200 (\$2,000 plus \$200 GST)

Excellence Awards & Rosemary Anne Pirie Award

\$3,300 (\$3,000 plus \$300 GST)

Delegate Gift (Satchel or Compendium)

\$1,100 (\$1,000 plus \$100 GST)

Luncheon Supporter

\$990 (\$900 plus \$90 GST)

Brochure Distribution

\$440 (\$400 plus \$40 GST)

Sachet Insert

\$220 (\$200 plus \$20 GST)

Prize Donation

Extra tickets

If you require extra tickets to the Welcome Party or Conference Dinner please complete following form and forward with Supporter and Exhibitor Registration Booking to Supporters and Trade Exhibition Co-ordinator. (Co-ordinator details refer to pages 4 and 10)

Supporter	Welcome Party		Conference Dinner	
	Included	Required, (including additional tickets)	Included	Extra Required, (including additional tickets)
Premium	4		6	
Executive	3		3	
Business	2		2	
Dinner	-		1	
Welcome Party	4		-	
Speaker	1		1	
Excellence Awards & Rosemary Anne Pirie Award	-		2	
Delegate Gift	1		1	
Luncheon	1		-	
Satchel	-		-	
Additional Ticket Cost	\$90		\$125	



Further Information

Note: All supporters will be issued with a Tax Invoice on receipt of this booking form
On completion of the booking registration form please mail, fax or scan and e-mail to the Supporters and Trade Exhibition Coordinator.

Please mail or fax the registration and booking form to:

Institute of Hospitality in HealthCare Ltd
Attention: Mr Stuart Merrylees
Trade Exhibitor & Supporter Coordinator
ACH Group Inc
7 Armiger Court
HOLDEN HILL
SA 5088

Facsimile (08) 8396 4066 or
e-mail: smerrylees@ach.org.au

Payment Details

Cheque Payment

Please make your cheque payable to the Institute of Hospitality in HealthCare Ltd and send it to the Conference Trade Coordinator and Treasurer Stuart Merrylees (mailing details above)

Electronic Payment

Transfer your payment to the account details below

Bank name:	Westpac
BSB Number:	033 157
Account number:	542466
Account Name:	Institute of Hospitality in HealthCare Ltd

Confirmation of Payment

On receipt of your registration form, the Trade Exhibitor & Supporter Coordinator will forward you a tax invoice for payment.

To enable us to recognise your company in the pre-conference promotions please send an electronic jpeg version of your company's logo.

Thank You

On behalf of the IHHC National Board I would like to thank you in advance for your support of the 39th National Conference.

Your support is very much appreciated and we look forward to working with you to deliver an event that proves beneficial to all those attending.

We are looking forward to seeing you in Perth in October 2020

Carey Bray

IHHC National Conference Chairperson





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