



AUSTRALIAN LAW LIBRARIANS' ASSOCIATION 2018 Conference

2 – 4 May 2018
Doubletree by Hilton Esplanade, Darwin

Sponsorship & Exhibition Information

CONFERENCE OVERVIEW

The Australian Law Librarians' Association Ltd (ALLA) is delighted to announce that the 2018 Conference will be held from Wednesday, 2nd through to Friday, 4th of May 2018 in Darwin, Northern Territory at the Doubletree by Hilton Esplanade.

We are proud to invite your organisation to participate as a sponsor and/or exhibitor in the 2018 Australian Law Librarians' Association National Conference (the Conference).

A biennial event hosted by ALLA (the Association), the Conference is the major professional and business development event in the Association's 2018 calendar.

ABOUT ALLA

ALLA is a national not-for-profit association with over 500 members in all states and territories. The Association represents librarians and information professionals working in courts, universities, government departments, law firms and professional associations. The Conference is the key education and networking opportunity for law librarians to discuss issues and innovations in the legal information sector. We anticipate approximately 175 delegates and over 20 speakers from across Australia and overseas will be in attendance. The Conference will be held in Melbourne at the State Library Victoria.

ALLA is a not for profit professional body with the following objectives:

- to promote and provide a national focus for law librarianship;
- to support the interests of law libraries, collections, and legal information services to both private and public legal organisations and communities;
- to promote a network for law librarians, provide forums for continuing education and advocate on behalf of the interests of legal libraries and librarians in Australia;
- to benefit members and enhance the status of the profession through the organisation of high quality meetings and Conferences;
- to communicate to members of the Association as a whole; to liaise with the member Divisions; to disseminate information among Divisions; and to foster a spirit of co- operation among members of the profession;
- the publication of information of interest to members, and the encouragement of bibliographical study and research in law and law librarianship;
- Members of the Association have access to continuing professional development, local networking events, publisher and vendor trials, a members only wiki with legal research Q&A, a national

publishers' liaison, podcasts and a national network of experienced, enthusiastic and professional law librarians;

- to promote co-operation & collaboration, with related and relevant organisations & societies; and
- to encourage exposure to new and emerging technologies and tools which enhance and extend the profession of law librarianship.

WHO ATTENDS?

Conference delegates include Association members and other legal and business library and information professionals. Participation is expected from a range of organisations including private law firms, government departments, universities, courts and commercial organisations. Attendees are drawn from all stages of their careers, an opportunity for them and you to communicate at an exciting event, aimed to invigorate and challenge the decision makers and strategists of today and tomorrow.

The Conference is widely promoted, nationally and internationally, attracting a range of quality speakers and presentations. We aim to use this biennial opportunity to gather and renew our efforts & energy to become stronger as professionals and as an industry, with an engaging program to build partnerships and advocate for our profession.



The content of the Conference will provide benefit for:

- Library Managers
- Knowledge Managers
- Librarians
- Library Technicians
- Library Assistants
- Knowledge Consultants
- Chief Information Officers
- Information Professionals
- Information Systems Professionals

The Conference is also promoted to fellow peak organisations such as the Australian Library and Information Association (ALIA), the International Association of Law Libraries, the British & Irish Association of Law Librarians, the American Association of Law Libraries, the Canadian Association of Law Libraries, Law Societies and Barristers' Associations.

WHY SPONSOR?

Participation in the Conference offers the following benefits for your organisation:

- An opportunity to promote and raise your profile with information professionals.
- A significant opportunity to meet with decision making buyers at a national level in one place.
- Access to varied networking opportunities with key decision makers.
- Exposure to a target audience in an environment conducive to information exchange that will promote mutually beneficial business outcomes.
- A forum to demonstrate your products and services and share details about your organisation.

LOCATION AND VENUE

Darwin

We would like to respectfully acknowledge the Larrakia people who are the traditional owners and custodians of the land. We would also like to pay respect to the elders past and present.

Darwin is the capital city of the Northern Territory of Australia. Situated on the Timor Sea, Darwin is the largest city in the sparsely populated Northern Territory, with a population of 142,300. It is the smallest and most northerly of the Australian capital cities, and acts as the Top End's regional centre.



Darwin has a tropical savanna climate with distinct wet and dry seasons and the average maximum temperature is remarkably similar all year round. The dry season runs from about May to September, during which nearly every day is sunny, and afternoon humidity averages around 30%.

Source: <https://en.wikipedia.org>, <https://imagegallery.tourismnt.com.au>

Doubletree by Hilton Esplanade

Set next to Darwin Entertainment Centre and overlooking the Esplanade, the welcoming DoubleTree by Hilton Esplanade is only 15 minutes' drive from Darwin Airport. The hotel is within walking distance of the city centre, many major businesses and government offices and historic attractions like the War Memorial and Parliament House.

This Darwin hotel is perfect for both business and leisure guests, offering excellent business and recreation facilities, beautiful harbour views and a dedicated team of friendly staff.



Source: <http://doubletree3.hilton.com>

SPONSORSHIP OPPORTUNITIES

All amounts are in Australian dollars and include GST, unless indicated otherwise

Platinum Sponsor

\$8,000

(Exclusive, only 1 package available: **SOLD OUT!**)

Recognition

- Recognition as the Platinum Sponsor on audio visual display in the main plenary room during plenary sessions
- Acknowledgement as the Platinum Sponsor by the session chair at each plenary session
- Acknowledgement as the Platinum Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Platinum Sponsor on the Conference website with links to company website.

Advertising benefits

- An opportunity to provide signage and promotional material at the registration desk (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- An opportunity to present at one 10 minute session within the Conference program
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).
- Full delegate list to be supplied 14 days prior to the Conference, with name, organisation and email address (subject to permission of delegate)
- One full A4 page, grey scale advertisement in the following year's edition of the Australian Law Librarian (ALL) (artwork to be supplied by sponsor by the advised deadlines).
- One story including 700 words plus one image (400x250px) plus one logo in the next 2 issues of the ALLA Newsletter post conference

Networking benefits

- Two 3m x 2m exhibition booths (or equivalent space for custom booths)
- First choice of location (subject to confirmation date) including two trade registrations[^]
- Two Conference registrations, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)
- Four tickets to the Welcome Reception
- Four tickets to the Conference Dinner

Social media benefits

- Acknowledgment as the Platinum Sponsor in six tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. One month prior to Conference
 3. One week prior to Conference
 4. Day one of the Conference
 5. Day two of the Conference
 6. Post Conference wrap up
- An opportunity to have one branded email distributed to the email list of all Conference delegates (subject to permission of delegate and approval by Conference convenor) 1 day prior to the Conference

[^] Trade registrations include access to the exhibition hall, morning / afternoon teas and lunches (when applicable) for the duration of the Conference.

Gold Sponsor

\$6,000

(Only 4 packages available: **3 SOLD, ONLY 1 REMAINING!**)

Recognition

- Recognition as a Gold Sponsor on audio visual display in the main plenary room during plenary sessions
- Acknowledgement as a Gold Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as a Gold Sponsor on the Conference website with links to company website.

Advertising benefits

- An opportunity to provide signage and promotional material at the registration desk (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- An opportunity to present at one 5 minute session within the Conference program
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).
- Full delegate list to be supplied 14 days prior to the Conference, with name, organisation and email address (subject to permission of delegate)
- One half A4 page, grey scale advertisement in the following year's edition of the Australian Law Librarian (ALL) (artwork to be supplied by sponsor by the advised deadlines).
- One story including 200 words plus logo in the first issue of the ALLA Newsletter post conference.

Networking benefits

- Two 3m x 2m exhibition booths (or equivalent space for custom booths); with choice of location subject to package level and confirmation date, including two trade registrations[^]
- Two Conference registrations, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)
- Two tickets to the Welcome Reception
- Two tickets to the Conference Dinner

Social media benefits

- Acknowledgment as a Gold Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. One month prior to conference
 3. Day one of the Conference
 4. Day two of the Conference
 5. Post Conference wrap up

[^] Trade registrations include access to the exhibition hall, morning / afternoon teas and lunches (when applicable) for the duration of the Conference.

Silver Sponsor

\$3,000

(Only 6 packages available: **2 SOLD, ONLY 4 REMAINING!**)

Recognition

- Recognition as a Silver Sponsor on audio visual display in the main plenary room during plenary sessions
- Acknowledgement as a Silver Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as a Silver Sponsor on the Conference website with links to company website.

Advertising benefits

- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).
- One quarter A4 page, grey scale advertisement in the following year's edition of the Australian Law Librarian (ALL) (artwork to be supplied by sponsor by the advised deadlines).

Networking benefits

- One 3m x 2m exhibition booth (or equivalent space for custom booths); with choice of location subject to package level and confirmation date, including one trade registration[^]
- One Conference registration, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)
- One ticket to the Welcome Reception
- One ticket to the Conference Dinner

Social media benefits

- Acknowledgment as a Silver Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Day two of the Conference
 4. Post Conference wrap up

[^] Trade registrations include access to the exhibition hall, morning / afternoon teas and lunches (when applicable) for the duration of the Conference.

Bronze Sponsor

\$1,500

(Only 9 packages available: **3 SOLD, ONLY 6 REMAINING!**)

Recognition

- Recognition as a Bronze Sponsor on audio visual display in the main plenary room during plenary sessions
- Acknowledgement as a Bronze Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as a Bronze Sponsor on the Conference website with links to company website.

Advertising benefits

- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- One 3m x 2m exhibition booth (or equivalent space for custom booths); with choice of location subject to package level and confirmation date, including one trade registration[^]

Social media benefits

- Acknowledgment as a Bronze Sponsor in three tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Post Conference wrap up

[^] Trade registrations include access to the exhibition hall, morning / afternoon teas and lunches (when applicable) for the duration of the Conference.

Welcome Reception Sponsor

\$3,000

(Exclusive, only 1 package)

Recognition

- Acknowledgement as the Welcome Reception Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Welcome Reception Sponsor on the Conference website with links to company website.
- An opportunity to present a 5 minute presentation to guests during the welcome reception

Advertising benefits

- An opportunity to provide signage and promotional material at the welcome reception (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- One Conference registration, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)
- Two tickets to the Welcome Reception
- Two tickets to the Conference Dinner

Social media benefits

- Acknowledgment as the Welcome Reception Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Day two of the Conference
 4. Post Conference wrap up

Conference Dinner Sponsor

\$3,000

(Exclusive, only 1 package available)

Recognition

- Acknowledgement as the Conference Dinner Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Conference Dinner Sponsor on the Conference website with links to company website.
- An opportunity to present a 5 minute presentation to guests during the Conference dinner

Advertising benefits

- An opportunity to provide signage and promotional material at the Conference dinner (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- One Conference registration, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)
- Two tickets to the Welcome Reception
- Two tickets to the Conference Dinner

Social media benefits

- Acknowledgment as the Conference Dinner Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Day two of the Conference
 4. Post Conference wrap up

Closing Drinks Sponsor

\$1,000

(Exclusive, only 1 package available: **SOLD OUT!**)

Recognition

- Acknowledgement as the Closing Drinks Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Closing Drinks Sponsor on the Conference website with links to company website.
- An opportunity to present a 5 minute presentation to guests during the closing drinks

Advertising benefits

- An opportunity to provide signage and promotional material at the closing drinks (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- Two tickets to the Closing Drinks

Social media benefits

- Acknowledgment as the Closing Drinks Sponsor in three tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day 2 of the Conference
 3. Post Conference wrap up

Lunch Sponsor

\$1,500

(Exclusive, only 1 package available per day)

Recognition

- Recognition as a Conference Lunch Sponsor on audio visual display in the main plenary room just prior to the sponsored lunch
- Acknowledgement as a Conference Lunch Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as a Conference Lunch Sponsor on the Conference website with links to company website.

Advertising benefits

- An opportunity to provide signage and promotional material during the sponsored lunch (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- One Conference registration, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)

Social media benefits

- Acknowledgment as a Conference Lunch Sponsor in three tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day of the sponsored lunch
 3. Post Conference wrap up

Morning / Afternoon Tea Sponsor

\$750

(Exclusive, only 1 package available per morning/afternoon tea per day)

Recognition

- Recognition as a Morning / Afternoon Tea Sponsor on audio visual display in the main plenary room just prior to the sponsored morning / afternoon tea
- Acknowledgement as a Morning / Afternoon Tea Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as a Morning / Afternoon Tea Sponsor on the Conference website with links to company website.

Advertising benefits

- An opportunity to provide signage and promotional material during the sponsored morning / afternoon tea (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- One Conference registration, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)

Social media benefits

- Acknowledgment as a Morning / Afternoon Tea Sponsor in three tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day of the sponsored morning / afternoon tea
 3. Post Conference wrap up

Keynote Speaker Sponsor

\$2,000

Recognition

- Recognition as a Keynote Speaker Sponsor on audio visual display in the main plenary room during the sponsored session
- Acknowledgement as a Keynote Speaker Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as a Keynote Speaker Sponsor on the Conference website with links to company website.

Advertising benefits

- An opportunity to provide signage and promotional material at the sponsored session (pull-up banner and promotional material to be supplied by sponsor, by the advised deadlines)
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Networking benefits

- One Conference registration, including attendance to all sessions, morning teas, lunches and afternoon teas (when applicable)

Social media benefits

- Acknowledgment as a Keynote Speaker Sponsor in three tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Post Conference wrap up

Conference App Sponsor

\$4,500

(Exclusive, only 1 package available)

Recognition

- Recognition as the Conference App Sponsor on audio visual display in the main plenary room during the sponsored session
- Acknowledgement as the Conference App Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Conference App Sponsor on the Conference website with links to company website

Advertising benefits

- Sponsor branded banner including company logo alongside the Conference logo on every page of the App, with links to promotional material (supplied by sponsor by the advised deadlines).
- An opportunity to add an interactive game relative to the Conference (subject to approval).
- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

Social media benefits

- Acknowledgment as the Conference App Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Day two of the Conference
 4. Post Conference wrap up

Charge Bar Sponsor

\$1,500

(Exclusive, only 1 package available: **SOLD OUT!**)

Recognition

- Recognition as the Charge Bar Sponsor on audio visual display in the main plenary room during the sponsored session
- Acknowledgement as the Charge Bar Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Charge Bar Sponsor on the Conference website with links to company website

Advertising benefits

- Sponsor branded charge bar station placed in a prominent position in the exhibition hall.
- Encouragement by the session chair going into each catering break for delegates to visit the sponsored charge Bar to recharge their portable devices.

Social media benefits

- Acknowledgment as the Charge Bar Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Day two of the Conference
 4. Post Conference wrap up

Lanyard Sponsor

\$1,000

(Exclusive, only 1 package available)

Recognition

- Recognition as the Lanyard Sponsor on audio visual display in the main plenary room during the sponsored session
- Acknowledgement as the Lanyard Sponsor on printed Conference documents including Conference handbooks and pocket program (if confirmed prior to print)
- Recognition as the Lanyard Sponsor on the Conference website with links to company website

Advertising benefits

- Sponsor branded lanyards to be worn by all delegates (supplied by sponsor by the advised deadlines).

Social media benefits

- Acknowledgment as the Lanyard Sponsor in four tweets on Twitter using the Conference hashtag
 1. As soon as sponsorship confirmed
 2. Day one of the Conference
 3. Day two of the Conference
 4. Post Conference wrap up

Supporter

\$600

Recognition

- Recognition as a Supporter on audio visual display in the main plenary room during plenary sessions
- Recognition as a Supporter on the Conference website with links to company website.

Advertising benefits

- One satchel insert for inclusion in the Conference satchels (supplied by sponsor by the advised deadlines, lightweight and no larger than A4 size).

EXHIBITION

Booth specifications

Floor space including a 3m x 2m single shell scheme booth including the following features:

- 2.4 m high velcro compatible walls (black)
- Name board sign for all open sides of the booth
- 2 x 150 watt spotlights
- 1 x 4amp power outlet with 4way power board
- 1 x 1.8m long trestle table, dressed with white table cloth
- 2 x chairs

NB: Other equipment is available through the exhibition build company at sponsors' own cost.

Interaction

The Exhibition will take place in The Reflections Room of the Doubletree by Hilton Esplanade. All morning and afternoon teas and lunches will be served in and around the Exhibition Hall (when applicable). The Exhibition area has been designed to ensure good visibility and access to all exhibition booths. Maximum traffic flow will be encouraged by placement of catering stations at key points in the Exhibition Hall.

Exhibition manual

An Exhibition Manual detailing additional items such as bump in/out times, furniture hire, additional trade catering etc. will be forwarded to all exhibitors approximately 10 weeks before the Conference.

Relocation

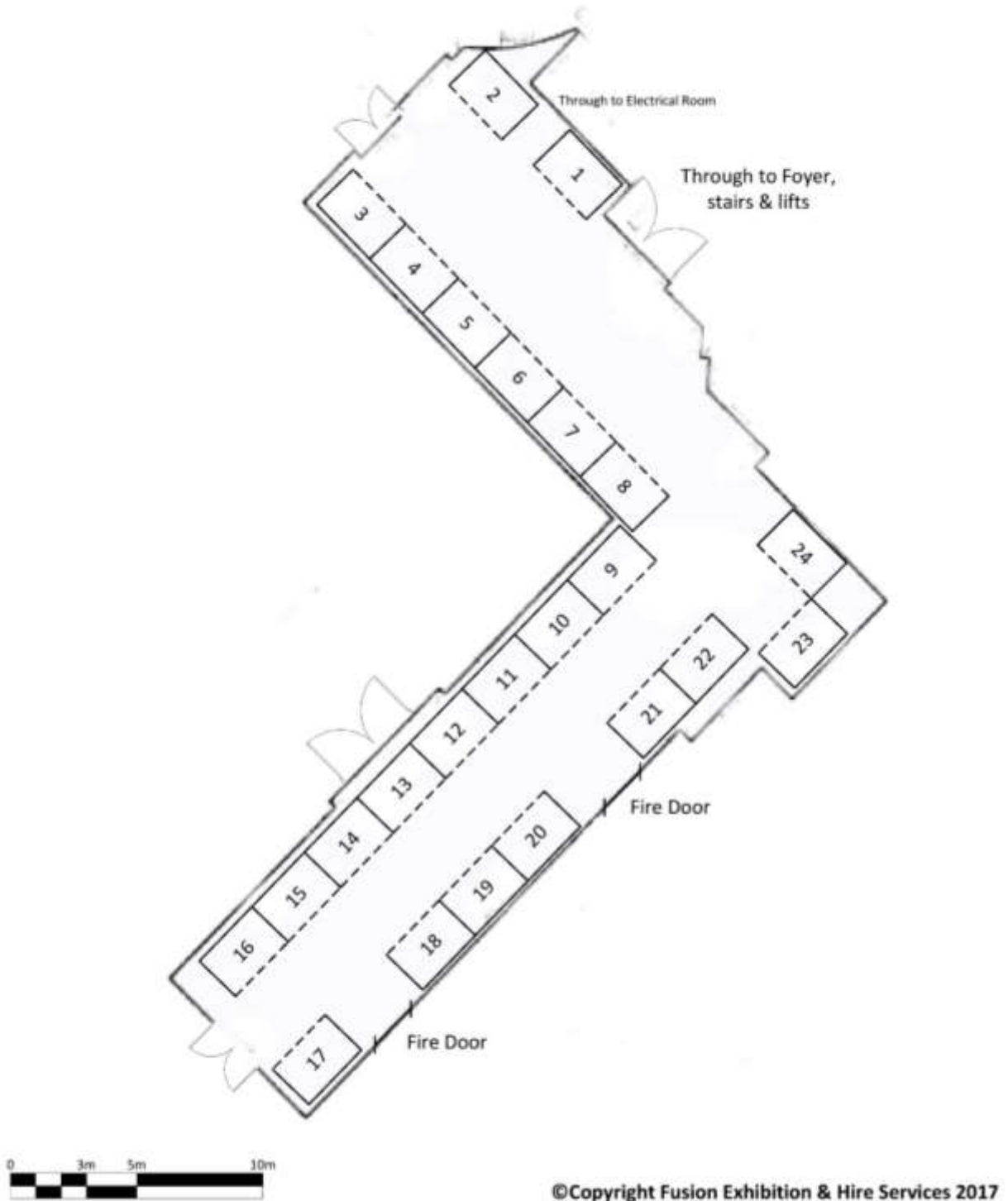
Should it be necessary to move an exhibitor, Premier Event Concepts will contact the company concerned. Should relocation be deemed necessary, the company involved will have the option to cancel and receive a full refund of payments made.

Exhibition opening hours (to be confirmed)

Thursday, 3 May 2018	8.00am – 5.00pm
Friday, 4 May 2018	8.00am – 3.30pm

Floor plan

A proposed floor plan is detailed below. Catering stations will be located throughout the room and will be opened at staggered times to encourage traffic flow and booth exposure. Allocation of booths is in order of package level, followed by receipt of application and will take place on a first come, first served basis.



©Copyright Fusion Exhibition & Hire Services 2017

SPONSORSHIP TERMS AND CONDITIONS

To confirm sponsorship

To confirm sponsorship, please return the completed Acceptance and Deposit Form together with the deposit payment of 50%. Payment instructions are highlighted on the Acceptance and Deposit Form which will also act as a tax invoice on payment.

Sponsorship conditions

A 50% deposit payment is required on confirmation of sponsorship. The balance is due by Friday, 2 March 2018. A tax invoice will be sent.

Cancellation policy

- Cancellations received prior to 90 days from the commencement of the Conference will receive a full refund of payments made, less an administration charge of \$100.00.
- Cancellations received at and less than 90 days from the commencement of the Conference will forfeit the 50% deposit payment made.
- Cancellations within 45 days from the commencement of the Conference will forfeit all payments made.
- Notification of cancellation must be made in writing to Premier Event Concepts.

Liability/Insurance

All exhibitors must have public liability insurance for the period of the exhibition. The Association, Premier Event Concepts or the Doubletree by Hilton Esplanade will not be responsible for any loss or injury that may occur to the exhibitor, exhibitor's employees, registrants, the public or property from any cause whatsoever prior to, during and the subsequent period of the meeting. Exhibitors shall indemnify and hold harmless the Association, Premier Event Concepts and the Doubletree by Hilton Esplanade, from all liability (damage or accident) that might ensue from any cause resulting to or connected with the transportation, placing, removal or display of exhibits.



**AUSTRALIAN LAW LIBRARIANS' ASSOCIATION
2018 Conference**

2 – 4 May 2018
Doubletree by Hilton Esplanade, Darwin

ACCEPTANCE AND DEPOSIT FORM

Company name					
Contact name					
Position					
Postal address					
Suburb		State		Postcode	
Email					
Phone					

Sponsorship Package (please tick)

- ~~Platinum - \$8,000 SOLD OUT!~~
- Gold - \$6,000
- Silver - \$3,000
- Bronze - \$1,500
- Welcome Reception - \$3,000
- Conference Dinner - \$3,000
- Breakfast - \$3,000
- ~~Closing Drinks - \$1,000 SOLD OUT!~~
- Lunch - \$1,500
- Morning / Afternoon Tea - \$750
- Keynote Speaker - \$2,000
- Conference App - \$4,500
- ~~Charge Bar - \$1,500 SOLD OUT!~~
- Lanyard - \$1,000
- Supporter - \$600

Sponsorship total amount	\$
50% deposit amount	\$

Acceptance

I/we are authorised to sign documents on behalf of the company and I/we acknowledge that we have read the sponsorship terms and conditions highlighted on page 20 of the Sponsorship Proposal and agree to them.

Name	
Signature	
Date	



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2018 Conference**

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ACCEPTANCE AND DEPOSIT FORM

Payment details

A 50% deposit of the total amount due must accompany the Acceptance and Deposit Form. On receipt of the form and payment, confirmation will be sent with a receipt for the sponsorship deposit paid.

Payment made by (please tick):

Electronic Funds Transfer
Account Name – Premier Event Concepts
BSB Number – 065000
Account Number – 11913383
Bank - Commonwealth Bank of Australia

Cheque
Please make cheque payable to
'Premier Event Concepts' and post to:
Premier Event Concepts
37 Charlson Rise
Happy Valley SA 5159

To allow us to identify your EFT payment, please enter 'ALLA and your company name' as the statement reference and email or mail a remittance advice.

Conference Manager

Shanna Sheldrick
Premier Event Concepts
37 Charlson Rise
Happy Valley SA 5159
P: 0437 377 107
E: shanna@premiereventconcepts.com.au