



NEW ZEALAND  
**HomeBase**  
CHILDCARE ASSOCIATION  
*He whanau kotahi, kotahi te reo*

## **About the Association**

The NZ Home-based ECE Association is the leading provider of information, advocacy and best practice for home-based early childhood education and care, supporting those in the home-based sector with professional development and networking opportunities.

The Association liaises with Government and relevant agencies, promotes qualifications and professional learning and development, provides a united voice for members on topical issues, and is fully funded from membership subscriptions.

## **About Conference 2018**

The New Zealand Home Based ECE Association conference gathers together different groups in the home-based early childhood education and care sector throughout New Zealand – from service owners, managers, teachers, educators, to nannies and au pairs.

The theme for 2018 is *“Getting to the heart of it”*; we know that the relationship is ALL to the child. It is the strength of the relationship that enables tamariki to be confident in their own abilities. Through their interactions with others, their experiences become richer and more significant, enabling them to learn, engage and reflect.

The conference also provides NZ’s best opportunity for delegates to hear about national and international initiatives, discuss practices, opportunities and trends within home-based ECE and share the challenges that face early childhood educators.

## **Why Sponsor the 2018 Conference?**

Sponsorship is a cost-effective way to promote goods and services for the home-based sector by brand marketing to a guaranteed captive and highly motivated audience:

- Position your brand alongside key decision makers in the industry
- Generate brand awareness and drive brand preference
- Gain positive PR from an influential and captive audience, increase sales
- Strengthen relationships with existing and prospective customers
- Support the industry and develop new partnerships and relationships

*See over for a comprehensive list of sponsorship packages available.*

## Sponsorship Packages 2018

Package Benefits	Platinum Package (awards and conference sponsor)	Gold Package (conference sponsor)	Silver Package (exhibitor)	Bronze Package (contributor)
Fee	\$2,500 + GST	\$1,000 + GST	\$500 + GST	\$250 + GST
Exhibition space	Complimentary	Complimentary	Complimentary	n/a
Conference registrations	<ul style="list-style-type: none"> <li>• Complimentary tickets (2)</li> <li>• Morning/afternoon teas, lunches, and dinner provided</li> </ul>	<ul style="list-style-type: none"> <li>• Complimentary tickets (1)</li> <li>• Morning/afternoon teas, lunches, and dinner provided</li> </ul>	<ul style="list-style-type: none"> <li>• Complimentary tickets (1)</li> <li>• Morning/afternoon teas and lunches provided</li> </ul>	<ul style="list-style-type: none"> <li>• Discount for any staff members wishing to attend Conference</li> </ul>
Brand recognition	<ul style="list-style-type: none"> <li>• Sole sponsorship rights for Educator Excellence Awards</li> <li>• Recognition in conference programme (including company profile of up to 100 words)</li> <li>• Opportunity to insert promotional material into delegate satchels</li> <li>• Company brand will be featured over 3 days</li> <li>• Two (2) freestanding company banners to be displayed at the Awards dinner</li> <li>• Opportunity to present and say some words at the Awards dinner</li> <li>• Logo to be featured in HBCA e-newsletters</li> <li>• Advertorial in HBCA e-newsletter</li> </ul>	<ul style="list-style-type: none"> <li>• Recognition in conference programme (including company profile of up to 50 words)</li> <li>• Opportunity to insert promotional material into delegate satchels</li> <li>• Company brand will be featured over 2 days</li> <li>• One (1) freestanding company banners to be displayed at the Awards dinner</li> <li>• Opportunity to present at the Awards dinner</li> <li>• Logo to be featured in HBCA e-newsletters</li> <li>• Advertorial in HBCA e-newsletter</li> </ul>	<ul style="list-style-type: none"> <li>• Recognition in conference programme (company logo)</li> <li>• Opportunity to insert promotional material into delegate satchels</li> <li>• Company brand will be featured throughout 2 days</li> <li>• Logo to be featured in HBCA e-newsletters</li> </ul>	<p>One of:</p> <ul style="list-style-type: none"> <li>• Satchel* sponsor (your logo to appear on delegate satchels)</li> <li>• Lanyard* sponsor (your name/logo to appear on delegate lanyards)</li> <li>• Satchel collateral* (pens/notepads or similar)</li> <li>• Satchel inserts* (flyers/promotional items)</li> <li>• Speaker sponsor - flyer drop* on all chairs for speaker session(s)</li> <li>• One freestanding banner* at speaker session(s)</li> </ul> <p>*to be supplied by sponsor</p>

## **Conference venue and exhibitor space**

Conference exhibitors will be located in the pre-function area of the hotel which is the ideal location for delegates' morning teas, afternoon teas and lunches. Booths will consist of 3mx2m tables with access to powerpoints if required. Wi-Fi is available free of charge.

## **Terms and Conditions**

- Confirmation of sponsorship/exhibition/contributions can only be made upon receipt of a completed booking form and agreeing to the terms and conditions as outlined.
- If you have chosen an option that is already sold out, you will be contacted upon receipt of your booking form to arrange an alternative option
- Cancellation of sponsorship or exhibition space must be received in writing on or before 31 July 2018. A \$150 admin fee will be charged for any cancellations if received on or before this date. NZHBECEA reserves the right to retain all monies for cancellations after this date unless a replacement sponsor/exhibitor can be found.
- While every reasonable precaution is taken, the organisers expressly decline responsibility for any loss or damage which may befall the person or property of the partner from any cause whatsoever. Public Liability Insurance is not included in the booth cost.
- If the organisers cannot hold the 2018 Conference due to acts of God, government or other events beyond our control, sponsors and exhibitors will receive a proportionate refund of any monies available after fixed costs have been met. The organisers are not responsible for any further costs incurred by partners and exhibitors in connection with the event.
- Sponsors and exhibitors are responsible for providing artwork, logos and text as relevant by the due dates. The organisers takes no responsibility for publishing artwork, logos or text received after the due date or in an incorrect format.
- The organisers reserve the right to amend the sponsorship and exhibitor program to benefit the partner and/or the event. Every effort will be made to maximise partner benefits as well as delegates' experience.
- Selection of partners and exhibitors will be based on their ability to meet event requirements and offer innovative solutions. The organisers reserve the right, at their absolute discretion, to deny any offer of partnership.
- Subletting of exhibition space is not permitted

**I agree to the above booking terms and conditions and am authorised to sign on behalf of organisation:**

**NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## **Booking Form**

Booking forms must be returned to Deirdre Moran, NZHBECEA Executive Administrator at [admin@hbca.org.nz](mailto:admin@hbca.org.nz) no later than 30 June 2018 with a non refundable deposit of \$100 to secure an exhibition space or 10% of the value of sponsorship for Platinum and Gold Packages.

A final copy of the agreement will be returned to you along with a GST invoice indicating the total amount due.

Sponsors and Exhibitors must submit an electronic copy of their logo before 31 July for inclusion in the conference handbook and for online marketing purposes as applicable.

## **Sponsor/Exhibitor/Contributor Details**

ORGANISATION NAME: \_\_\_\_\_

BOOKING CONTACT NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_

SIGNED on behalf of Sponsor/Exhibitor: \_\_\_\_\_ Date: \_\_\_\_\_

SIGNED on behalf of NZHBECEA: \_\_\_\_\_ Date: \_\_\_\_\_

## **Payment**

Total due: NZ\$ \_\_\_\_\_ excluding GST

Direct credit payments can be made to: 03 0510 0731460 000

Reference: SPONS18

Invoices must be paid in full no later than 31 July 2018