

CIPFA IN WALES ANNUAL CONFERENCE AND EXHIBITION “TIMES THEY ARE A CHANGING”

VENUE CYMRU, LLANDUDNO, 15 & 16 NOVEMBER 2007

THE CONFERENCE

The CIPFA in Wales Annual Conference and Exhibition is being held at Venue Cymru in Llandudno on the 15 and 16 November 2007.

As in previous years, the conference will incorporate the CIPFA in Wales Annual Dinner on the evening of the 15 November at the St George's Hotel, Llandudno. Along with delegates and speakers, many local dignitaries and influential high profile professionals will also be invited to attend.

WHO ATTENDS?

This Annual Conference attracts around 120 delegates, the majority of whom are influential senior finance professionals working within public sector organisations in Wales, especially local government, health, audit and central government.

THE EXHIBITION

£900 + VAT

The exhibition will be located in the Ocean Lounge which has been designated as the breakout area during the event. All refreshments, including lunches, will be served in this area providing an excellent opportunity to make valuable contact with the delegates.

The cost includes:

- Space-only site of 3m x 1m.
- Two members of staff to man the stand (inc. lunches, teas, coffees).
- There will be an additional charge for attending the conference sessions and £90 plus VAT per person per day for additional staff to man the stand.
- Chairs, table and electrical supply.
- Delegate list two weeks in advance of the conference.
- A 50 word company profile including contact information in the Conference Handbook.
- Link to exhibitors' website from the CIPFA in Wales Conference website.

WORKSHOPS

£1,650 + VAT

A two hour slot has been reserved in the Conference programme for workshop sessions on the afternoon of Thursday 15th November. Four individual one-hour sessions are planned to run concurrently and then be repeated thus enabling each delegate the opportunity of attending a maximum of two workshops.

Sponsorship of these workshops will provide a valuable opportunity to meet key decision makers in a receptive environment. Ideally, individual topics will be consistent with the overall conference theme of "Times they are a changing" and the overall workshop programme will be determined to ensure sufficient appeal to the range of organisations from which delegates are drawn.

Expressions of interest to be submitted by 29th June 2007 and the final topics will be decided then. Sponsorship will secure two one-hour sessions of any one workshop.

SPONSORSHIP

Sponsorship of any of the following items will receive an acknowledgement in the conference handbook and website and also will be mentioned in the Chairman's opening and closing addresses, in addition to the benefits shown next to each item.

Conference Programme

£2,100 + VAT

Providing prominent and exclusive visibility of your organisation's involvement with this event. Company logo prominently displayed on the front cover of the programme, which is sent to at least 2,000 potential delegates 12-16 weeks before the conference.

Website sponsorship

£1,600 + VAT

A page is dedicated to the event within the CIPFA website to promote the Conference and encourage delegates to book on-line. This is an effective way of advertising your association with the event for six months prior to the event. Company logo prominently displayed on the Conference page, with link to your own website.

Delegate Folders/Briefcase

£2,400 + VAT

Given to all delegates and speakers on arrival and contains essential information on the conference. Company logo displayed on the front cover along with a complimentary insert.

Notepads

£1,600 + VAT

Included as part of the delegate pack which is distributed on arrival; the notepads will have the CIPFA in Wales logo and your organisation's logo printed on the front cover and on each sheet of paper.

Pens

£750 + VAT

Retained by delegates for use after the event, the pens to be printed with the CIPFA in Wales logo and your company's logo.

Conference Lunches

£1,100 + VAT

Prominent acknowledgement within the Conference Programme and on the associated lunch menu cards. Price shown is per day.

Delegate Badges

£2,400 + VAT

Worn by all delegates, speakers and exhibitors throughout the 2-day event. The badges will also be used at all CIPFA in Wales's courses and conferences throughout the ensuing year.

Stage Set and Related Equipment

£2,000 + VAT

Logo prominently displayed on the stage set in the main auditorium.

Annual Dinner and Reception

£5,000 + VAT

Acknowledgement on the menu and four complimentary tickets for the dinner. Companies may sponsor both the dinner and the reception or just one of them. Tickets are also available for individual purchase (see booking form).

Delegate Pack Inserts

£200 + VAT

(exhibitor/sponsor)

£400 + VAT

(non-exhibitor/sponsor)

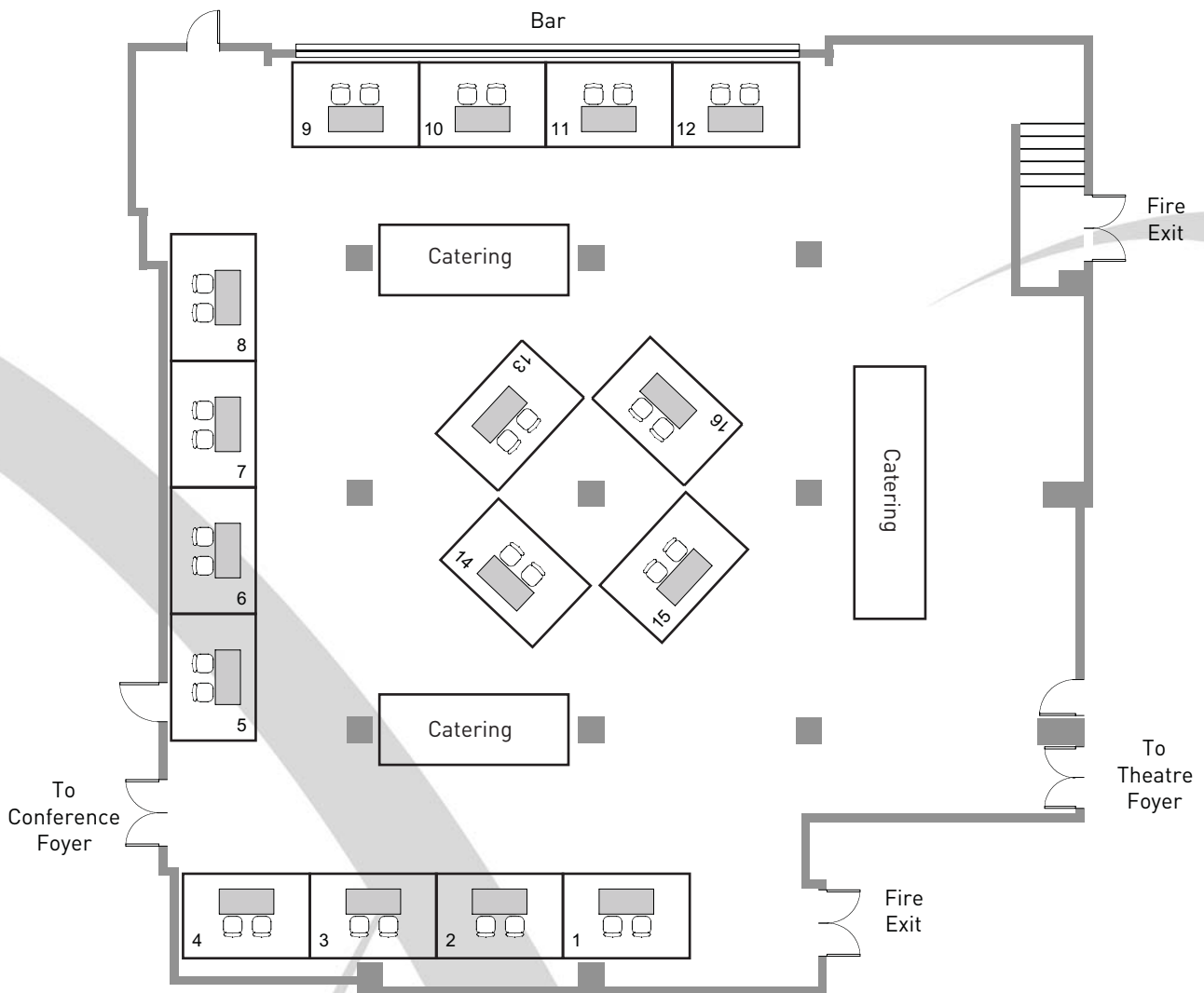
Promote your company with your personalised message.



AT THE HEART OF
PUBLIC SERVICES



CIPFA IN WALES ANNUAL CONFERENCE EXHIBITION FLOOR PLAN



CIPFA IN WALES ANNUAL CONFERENCE BOOKING FORM

Stand Space - Preferred Site

1st Choice:
2nd Choice:
Cost of stand rental is £900 + VAT: £
Number of additional persons attending at £90 + VAT per person per day

Sponsorship - Preferred item

1st Choice:	£
2nd Choice:	£

Annual Dinner - Thursday 15 November Cost of ticket £65 + VAT

Number required
VAT Number: GB 627 3907 25 Total £
TOTAL AMOUNT TO BE INVOICED £

Workshop - £1,650 +VAT

Workshop title (also please forward brief resume of content to wales@cipfa.org by 29 June):
VAT Number: GB 627 3907 25 Total £
TOTAL AMOUNT TO BE INVOICED £

Company Details:

Company Name:		
Contact Name:		
Address:		
Postcode:		
Telephone:	Fax:	Email:

We hereby apply for space and/or sponsorship at the CIPFA in Wales Conference, 15 & 16 November 2007.

Signed by authorised person:	Date:
NAME (BLOCK CAPITALS):	Position:

This form will constitute a confirmed booking for the event. No refund can be given for any subsequent cancellation for whatever reason, unless the stand or sponsored item is resold, in which case half of the total amount excluding VAT will be refunded.

Please complete and return this form to:

Cynthia Godley, Exhibition and Sponsorship Manager, CIPFA, 3 Robert Street, London WC2N 6RL
Tel: 020 7543 5749 Fax: 020 7543 5780