



EMPOWER • INSPIRE • CONNECT

12-14 October 2022

BUNDABERG QLD

# QPLA Conference

Bundaberg Multiplex Sport & Convention Centre

12-14 October 2022

## *Sponsorship and Trade Exhibition Prospectus*

## Sponsorship and Trade Exhibition Proposal

Queensland Public Libraries Association (QPLA) is holding the QPLA 2022 Conference in Bundaberg at the Bundaberg Multiplex Sport & Convention Centre on 12-14 October 2022.

Located on the Queensland Capricorn Coast about 385km north of Brisbane, Bundaberg is a relaxed regional town known as the Southern Gateway to the Great Barrier Reef. The Bundaberg Multiplex Sports and Convention Centre is the perfect year-round venue, comprising multiple versatile spaces for hosting a variety of events.

Together with hosts, Bundaberg Regional Libraries, QPLA are delighted to extend an invitation to the many suppliers who support public libraries to partner with us in the Conference. Participating as a Sponsor or Exhibitor at the 2022 Conference can take you straight to your target market and demonstrate your level of support and commitment to the public library service.

The conference provides an opportunity to expand your networks, raise your profile and promote your products in one place to an audience of library and local government personnel from across Queensland. The Sponsorship Packages and Trade Exhibition provide a valuable opportunity for library personnel to identify products and solutions that strengthen these partnerships.

We look forward to your participation and welcoming you to the Bundaberg region in October.

Nicole Hunt  
President-Elect  
Queensland Public Libraries Association Inc

Jaala Beauchamp  
Youth Services Librarian  
Bundaberg Regional Libraries



## ABOUT QUEENSLAND PUBLIC LIBRARIES ASSOCIATION (QPLA)

QPLA is an independent body made up of members from Regional and Independent Library services across the state. QPLA partners with State Library of Queensland and other national bodies to ensure libraries in Queensland continue to grow and develop. QPLA uses its website, a regular newsletter and frequent emails to maintain contact with library staff and host professional development events and a biennial conference to provide access to high-quality learning and networking experiences.

## Bundaberg Regional Libraries

Bundaberg Regional Libraries are delighted to welcome sponsors and exhibitors to Bundaberg 2022 QPLA Conference, held at the Bundaberg Multiplex Sport & Convention Centre on 12-14 October 2022. Bundaberg Regional Libraries has 4 branch libraries and provide collections, programs and spaces that connect people to resources and other community members.

## About Bundaberg

The historic sugar cane city of Bundaberg is located just a 4.5-hour drive north of Brisbane and is perfectly positioned next to some of Australia's most extraordinary islands. To the south, you'll find the world's largest sand island, K'gari (Fraser Island), and just a short boat ride away sits the Southern Great Barrier Reef where phenomenal marine life encircles the waters surrounding Lady Elliot and Lady Musgrave islands. On the mainland, watch baby turtles hatch at Mon Repos, have some fun with rum at the Bundaberg Distillery, and explore 140 kilometres (87 miles) of glistening white beaches.

The Bundaberg region can offer natural experiences, fun-filled adventures or pure relaxation with a backdrop of gorgeous scenery and amazing sunsets. Whether inland, on the coast or the City Centre, see nature come to life with unique and rare experience in the Bundaberg region. We encourage you to explore the diverse experiences our region has to offer this October.

## Conference Venue

The Bundaberg Multiplex Sport and Convention Centre is a purpose-built venue with numerous options to deliver exhibitions, conference presentations, gala dinners or intimate board meetings.

The 2022 QPLA Trade Exhibition will be located within the main conference venue allowing for a high level of interaction with conference delegates over the course of the conference.

Centrally located Bundaberg Multiplex Sport and Convention Centre is an easily accessible venue only 10 minutes from [the Bundaberg regional airport](#) & railway station, only 365 kilometers north of Brisbane. For more information and a location map, visit [Bundaberg Multiplex Sport and Convention Centre](#).



# Sponsorship packages

## Principal Sponsor

The Principal Sponsor for QPLA 2022 Conference and official sponsor of the Gala Dinner on Thursday 13 October 2022 is Local Buy.

## Platinum Sponsor – \$7000 (1 available)

- Official Sponsor of Trade Exhibit Opening & Welcome Function Wednesday 12 October 2022
- 5-minute presentation at Welcome Function
- Signage can be erected at the Welcome Function
- One full delegate registration
- Exhibition booth 6 x 3m and associated package
- Satchel insert
- Company name/logo on conference satchels
- Acknowledged as a Platinum Sponsor in promotional material associated with the conference including the QPLA website
- Link from QPLA conference information website to company website
- Verbal acknowledgement as Platinum sponsor by the QPLA Chair at the Gala Dinner
- Full delegate list, with name, organisation and email (subject to permission of delegate)

## Gold Sponsor – \$5500 (1 available)

- Official Sponsor of Lunch on Thursday 13 October 2022
- 5-minute presentation at Lunch Day One
- Signage can be erected at Lunch Day One
- One full delegate registration
- Exhibition booth 3 x 2m and associated package
- Satchel insert
- Company name/logo on conference satchels
- Acknowledged as a Gold Sponsor in promotional material associated with the Conference including the QPLA website
- Link from QPLA conference information website to company website
- Verbal acknowledgement as Gold Sponsor by the QPLA Chair at the Gala Dinner
- Full delegate list, with name, organisation and email (subject to permission of delegate)

## Silver Sponsor – \$4000 (1 available)

- Official Sponsor of Lunch on Friday 14 October 2022
- 5-minute presentation at Lunch Day Two
- Signage can be erected at Lunch Day Two
- One full delegate registration
- Exhibition booth 3 x 2m and associated package
- Satchel insert
- Company name/logo on conference satchels
- Acknowledged as a Silver Sponsor in promotional material associated with the Conference including the QPLA website
- Link from QPLA conference information website to company website.
- Verbal acknowledgement as Silver Sponsor by the QPLA Chair at the Gala Dinner
- Full delegate list, with name, organisation and email (subject to permission of delegate)



#### Satchel Insert – \$150 per item (10 available)

- Satchel inserts are an opportunity for a company to place one promotional item in the conference satchels. Satchel inserts are to be provided by your company and are subject to approval by QPLA.
- Quantity required is approximately 200

#### Trade Exhibition Booth Packages – \$2700 (16 available)

- One 3 x 2m exhibition booth
- One full delegate registration
- Walling: 2.5m high, made of 3mm white vinyl (both sides) laminated MBF
- Name Board: 1 x Fascia name board sign featuring computer cut-vinyl lettering in standard colours on a white corflute background will be provided
- Lighting: 1 Fascia Light, attached centrally on the inside of the Fascia which allows full illumination
- Power: 1 x power point per booth
- 1 x trestle table
- 2 x chairs

Additional furniture may be hired at the exhibitor's expense from Corporate AV.



# Sponsor and Exhibitor Application Process

## Application for Sponsorship and Trade exhibition

Return the completed [application form](#) to [conference@qpla.asn.au](mailto:conference@qpla.asn.au) by **Friday 8<sup>th</sup> July 2022**. Successful applicants will be sent an Agreement form and invoice for the deposit to secure their attendance.

## Sponsorship and exhibition conditions

- QPLA reserves the right to accept or reject any application for sponsorship or exhibition at its absolute and unfettered discretion
- Satchel inserts and sponsor advertisements are subject to approval from QPLA
- Sponsorship and exhibition packages are GST inclusive
- Payment terms – 50% deposit required at confirmation of sponsorship/exhibition
- Sponsorship and Trade exhibition entitlements start when the Agreement form and deposit is received by QPLA.
- Final 50% instalment required by **5 August 2022**

## Allocation

Sponsorship and Trade exhibition packages will generally be allocated to organisations in order of application. Allocation of sponsorship packages and booths, regardless of the preferences indicated, and any alterations to the Trade Exhibit floor plan is at the discretion of QPLA.

## Cancellations

Once an Agreement form has been received, any cancellation must be advised in writing to [conference@qpla.asn.au](mailto:conference@qpla.asn.au). If the cancellation is received less than 2 months prior to the conference, no refund is applicable.

## Trade registrations

Trade registrants are not permitted to attend conference sessions or social functions unless the relevant tickets are offered as part of the particular sponsorship or exhibition package. Should trade registrants wish to attend the conference as a delegate or attend social functions, the appropriate registration form must be forwarded to QPLA with the applicable registration fee.

## Sponsorship enquiries

For more information or to discuss sponsorship opportunities in further detail contact Nicole Hunt on **0427 610 630** or email [conference@qpla.asn.au](mailto:conference@qpla.asn.au)



## Conference Program outline

### Wednesday 11 September

2.00pm – 5.00pm	Workshop hosted by State Library of Queensland
2.00pm – 4.30pm	Trade Show/Exhibitor Bump IN
5.00pm – 7.30pm	Welcome Event and Official Trade Exhibition Opening

### Thursday 12 September

8.00am	Registration desk opens for delegates
9.00am	Conference Session starts
10.30am – 11.00am	Morning tea and Trade Exhibit
12.30pm – 1.30pm	Lunch and Trade Exhibit
3.00pm – 3.20pm	Afternoon Tea and Trade Exhibit
6.30pm – 11pm	Conference Gala Dinner

### Friday 13 September

8.15am	Registration desk opens for delegates
8.45am	Conference Session starts
10.00am – 10.30am	Morning tea and Trade Exhibit
12.30pm – 1.30pm	Lunch and Trade Exhibit
3.45pm	Event Close
2 pm	Exhibit Bump OUT

**\*\* note times above are approximate until Program confirmed**

#### NOTE:

Bundaberg Multiplex does not have a loading dock, simply send the items to:  
Bundaberg Multiplex, 1 Civic Avenue, Bundaberg, QLD 4670

- The venue is ready for vendor booting requirements to arrive from Monday 10<sup>th</sup> October 2022
- The venue requires all items to be removed from the venue on Friday 14<sup>th</sup> October, however if the couriers cannot be arranged on that afternoon the venue has advised couriers can pick up the items on Monday 17 October between 9am and 12 noon – this time is firm as this is not the preferred option as an Expo will be bumping in on Monday 17<sup>th</sup> October.

Boothing contact – Mal - Corporate AV.

Contact number: 0417 775 939

Email: [Mal@corporateaudiovisual.com.au](mailto:Mal@corporateaudiovisual.com.au)





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BUNDABERG QLD

## Sponsorship and Trade Exhibition Application

Queensland Public Libraries Association invites applicants to become a Sponsor or Trade Exhibitor at the 2022 Conference in Bundaberg

See *Sponsorship and Exhibition Proposal* for Information on Sponsorship Packages and Trade Exhibition booth details.

Complete this application indicating your interest and email as an attachment to [conference@qpla.asn.au](mailto:conference@qpla.asn.au) by **Friday 8 July 2022**.

Sponsorship Selection		Total
<input type="checkbox"/>	<b>Platinum Sponsor</b> \$7500 – (1 available)	
<input type="checkbox"/>	<b>Gold Sponsor</b> \$5500 – (1 available)	
<input type="checkbox"/>	<b>Silver Sponsor</b> \$4000 – (1 available)	
<input type="checkbox"/>	<b>Satchel Insert</b> \$150 per item (10 available)	
<input type="checkbox"/>	<b>Exhibition Booth Package</b> \$2700 – (16 available)	

Sponsorship Selection	
<b>Organisation</b>	
<b>Name of Preferred Contact Person</b>	
<b>Position of Contact Person</b>	
<b>Address</b>	
<b>Email</b>	
<b>Phone</b>	
<b>Signature</b>	
<b>Date</b>	/ / 2022



Stallholder/Exhibitor Contact Details (if different to Organisation contact)	
<b>Name of Contact Person</b>	
<b>Position of Contact Person</b>	
<b>Address</b>	
<b>Email</b>	
<b>Phone</b>	

### Sponsor/Exhibitor Declaration

I agree to the sponsorship and exhibition conditions contained in the QPLA 2022 Conference Sponsorship and Exhibition Proposal and understand that the company will be invoiced for the above amount.

I understand that once a registration form has been received, any cancellation must be advised in writing to the Queensland Public Libraries Association.

If the cancellation is received up to three months before the event, an administration fee of 10% of the total cost is retained.

If the cancellation is received less than three months prior, no refund is applicable.

### Satchel inserts

Once approved, the items for inclusion in the conference satchel should be sent to the address below by

Friday **30 September 2022**:

Bundaberg Library  
49 Woondooma Street,  
Bundaberg, QLD, 4670

### Boothing requirements

Bundaberg Multiplex does not have a loading dock, simply send the items to:

Bundaberg Multiplex, 1 Civic Avenue, Bundaberg, QLD 4670

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Contact number: 0417 775 939

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