



**NAATSIHWP**

National Association of Aboriginal and Torres  
Strait Islander Health Workers and Practitioners

**SPONSORSHIP  
PROSPECTUS**



# 2024 NAATSIHWP National Conference

**3-4 SEPTEMBER 2024**

**Whadjuk Noongar Country, Perth, WA**

*Reaping the rewards of resilience*

## About NAATSIHWP

The National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners (NAATSIHWP) is the national peak workforce association committed to ensuring Australia's health care system meets the needs of Aboriginal and Torres Strait Islander People.

We have been funded by the Australian Government since establishment in August 2009 to:

- promote the prevention and control of disease and other health conditions in Aboriginal and Torres Strait Islander communities
- improve the health outcomes of Aboriginal and Torres Strait Islander people
- address the impacts of Aboriginal and Torres Strait Islander disadvantage, and
- address the under-representation of Aboriginal and Torres Strait Islander people working within Australia's health care system.

We achieve this by:

- delivering and collaborating on initiatives to promote, professionalise and expand the Aboriginal and Torres Strait Islander Health Worker and Health Practitioner workforce
- recognising, addressing and promoting the social and cultural determinants of health
- establishing and maintaining networks, partnerships and alliances with key government agencies, other Aboriginal and Torres Strait Islander organisations, researchers, academic institutions, and other national health bodies
- participating in a range of key strategic initiatives to influence the design and delivery of policies, programs and services
- role modelling the benefits of community control and self-determination, and
- implementing rights-based best practice principles and approaches.

A key part of our role involves directly supporting a national membership network of Aboriginal and Torres Strait Islander Health Workers and Health Practitioners. In this respect we:

- support and promote policies to ensure the effective utilisation and professional integration of the Aboriginal and Torres Strait Islander Health Workers and Health Practitioner workforce
- provide support, training and resources to improve the prevention, diagnosis, treatment and management of disease and chronic health conditions
- deliver professional development forums, symposiums and conferences
- liaise with regulators, training authorities and employers to ensure the recruitment and retention of a skilled and competent workforce, and
- actively promote education and career pathways.

## Our Members

*'Aboriginal and Torres Strait Islander Health Workers and Health Practitioners comprise the only culturally based health workforce underpinned by national training and registration in the world'*

Across mainstream Australia few would know, understand or recognise Aboriginal and Torres Strait Islander Health Workers and Health Practitioners as **standalone professions**. Yet, within Aboriginal and Torres Strait Islander Australia, this workforce is renowned as a vital and reliable community resource critical to the health and wellbeing of Aboriginal and Torres Strait Islander people. Evidence directly connects their roles to improved health across the life course.

Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners work with communities, families and individuals of all ages. They work autonomously and in teams with other health professionals, including medical doctors, registered nurses and midwives, dentists, psychologists, allied health professionals; and with policy makers, educators and researchers.

They provide a range of health services depending upon the work setting and individual scope of practice. These may include, but are not limited to:

- clinical services such as:
  - assessment and screening of physical health and social emotional wellbeing
  - health promotion for risk factors (e.g. tobacco, healthy eating)
  - providing health care in line with care plans and/or treatment protocols
  - supporting clients in self-management, including the safe use of traditional and Western medications
- planning, delivering and evaluating population health programs
- advocating for clients, including interpreting and translating language
- providing advice, support and training on providing culturally-safe health services to other health professionals, policy makers, researchers and educators
- management activities, such as:
  - staff supervision and mentoring
  - business and financial management
  - quality improvement
- education and training of Health Workers and other health professionals.

### Disclaimer

This Sponsorship Prospectus and the 2024 NAATSIHWP National Conference itself is subject to any rules and regulations that may be imposed by health regulators. NAATSIHWP cannot be held liable for any loss that may result.





*NAATSIHWP Chairperson, David Follent, on behalf of the Board and Secretariat, invites you to be part of the 2024 NAATSIHWP National Conference, 'Reaping the rewards of resilience.'*

## Reaping the rewards of resilience

Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners are the world's only culturally based health professional workforce that is underpinned by national training and regulation.

Our workforce was established by Aboriginal and Torres Strait Islander people for Aboriginal and Torres Strait Islander people in response to health system gaps and the need for culturally safe and responsive clinical and primary health care services.

The National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners (NAATSIHWP) is the national peak workforce organisation with responsibility for ensuring this workforce is embedded as a vital, valued and professional component of Australia's health care system. We support a growing national network of Aboriginal and Torres Strait Islander Health Workers and Health Practitioners through the provision of ongoing support, training and resources.

In 2024, NAATSIHWP is holding a National Conference over 3 and 4 September at the Perth Convention and Exhibition Centre on Whadjuk Nyoongar Country, in Western Australia.

The much-awaited National Conference will open with a welcome reception on the evening of 2 September, followed by two days of session presentations and a Gala Dinner with an Awards ceremony on the evening of 3 September. The Conference is expected to bring over 300 delegates from locations across Australia and provides a significant opportunity for stakeholders to showcase their organisations and invest in growing and supporting our workforce through sponsorships and other financial contributions. We would therefore like to invite you to join us in 'Reaping the rewards of resilience' in any way possible.

By helping make this conference a reality, you will be directly contributing to the self-determination of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners within the Australian health system and this will result in positive education, employment and health outcomes for Aboriginal and Torres Strait Islander people across Australia. Sponsor organisations will also have access to industry knowledge, products and services direct from the source and will be recognised as industry leaders at the forefront of growing the Aboriginal and Torres Strait Islander health professions.

Please note, packages outlined on this prospectus may be subject to negotiation pending public health requirements.

If you would like to find out more or have any questions please do not hesitate to contact our office on 02 6221 9221 or via email to [eso@naatsihwp.org.au](mailto:eso@naatsihwp.org.au).

**David Follent**  
NAATSIHWP Chairperson



# Perth Convention and Exhibition Centre



The PCEC is Western Australia's only dedicated convention and exhibition facility. It is privately owned and operated exclusively by Spotless, a leading provider of integrated venue services.

The PCEC is well suited for public transport, with the Elizabeth Quay station just minutes away, easy access to uber and taxi services as well as ample parking. The central location makes getting crowds in and out of the venue smooth and easy. The exhibition spaces will be located in the BelleVue Foyer, and so centrally located for the registration, morning and afternoon teas, and lunches.

The Conference Welcome to Country and Smoking Ceremony will be conducted on the Level 3 Balcony, overlooking the banks of Perth's iconic Swan River.

The Welcome Dinner and Gala Dinner and Awards ceremony will take place in the BelleVue Ballrooms. PCEC offers a menu that draws on local produce and features a wide selection of quality wines from the Western Australia region, a premium dining experience.

The Perth Convention Exhibition Centre (PCEC) acknowledges the Whadjuk Nyoongar people as the Traditional Owners of the lands and waters where PCEC is situated today, and pay our respect to Elders past and present.







# Accommodation

## Adina Apartment Hotel Perth

Convenient accommodation for the NAATSIHWP 'Reaping the rewards of resilience' National Conference is available at the Adina Apartment Hotel Perth. Exhibitors are welcome to access discounted accommodation rates by booking through their website and using the promo code, 'NAATSIHWP2024'. Rooms are subject to availability.

The hotel is located in the heart of Perth's CBD and opposite the PCEC. Adina Apartment Hotel Perth is also a perfect central base for exploring Kings Park, Perth Arena and the Swan River. It is only a 20-minute drive from Perth Airport with onsite parking. It is also great for travelling around easily using public transport, with Elizabeth Quay train and bus terminals only a 3-minute stroll.

The serviced apartment style hotel offers 138 spacious one and two-bedroom apartments and generous studio rooms, featuring free WiFi. Each apartment is modern and stylish with all the creature comforts you need, including fully equipped kitchens, in-room laundries and plenty of living space. Take a dip in the heated outdoor pool, work out in the gym, soak in the jacuzzi or grab something to eat at the hotel restaurant. Metro Bar & Bistro offers fresh, modern cuisine with a good selection of wines and other beverages. Its dining terrace is a relaxed space to enjoy drinks and a meal with friends or colleagues. The restaurant also services guest in-dining requests.

Further attractions located nearby include the Riverside Theatre (at PCEC), London Court, Hay and Murray Street Shopping Mall, His Majesty's Theatre and Forrest Chase. The Barrack Street Ferry Terminal is also within walking distance of the hotel, giving you easy access to beautiful Rottnest Island. There is a lot to see and do in this vibrant city, with Perth's beautiful parks and beaches, excellent shopping, great food, and numerous arts and entertainment venues.



# Exhibitors Program

## 2 September 2024, Pre-Conference

1400–1600	<i>Exhibitors bump in</i>	<i>BelleVue Foyer</i>
1600–1800	<b>Registration</b>	<i>BelleVue Foyer</i>
1800–2100	<b>Welcome Reception (<i>Exhibitors welcome</i>)</b> Dress: Smart Casual	<i>BelleVue Ballroom 2</i>

## 3 September 2024, Day 1

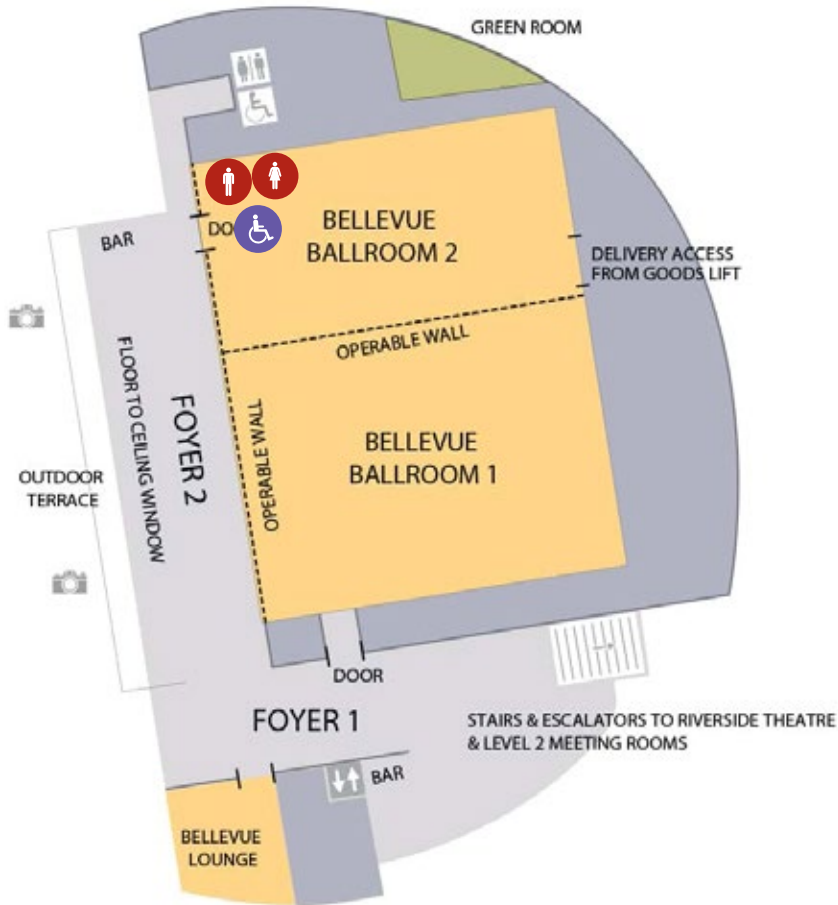
0700–0800	<i>Exhibitors access/Registrations</i>	<i>BelleVue Foyer</i>
0800–0900	<b>Welcome to Country and Smoking Ceremony</b>	<i>Level 3 Balcony</i>
0900–0950	<b>Day 1 Sessions</b>	<i>BelleVue Ballroom 2</i>
0945–1000	<b>EXHIBITORS MORNING TEA</b>	<i>BelleVue Foyer</i>
1000–1030	<b>DELEGATES MORNING TEA</b>	<i>BelleVue Foyer</i>
1030–1215	<b>Presentations</b>	<i>BelleVue Ballroom 2</i>
1145–1245	<b>EXHIBITORS LUNCH</b>	<i>BelleVue Foyer</i>
1215–1315	<b>DELEGATES LUNCH</b> <i>Lunch Sponsor Address</i>	<i>BelleVue Foyer</i>
1315–1500	<b>Presentations</b>	<i>BelleVue Ballroom 2</i>
1500–1515	<b>Day 1 Wrap up</b>	<i>BelleVue Ballroom 2</i>
1500–1515	<b>EXHIBITORS AFTERNOON TEA</b>	<i>BelleVue Foyer</i>
1515–1545	<b>DELEGATES AFTERNOON TEA</b>	<i>BelleVue Foyer</i>
1830–2300	<b>Gala Dinner (<i>Exhibitors welcome, additional cost</i>)</b> Dress: Smart Business	<i>BelleVue Ballroom 1</i>

## 4 September 2024, Day 2

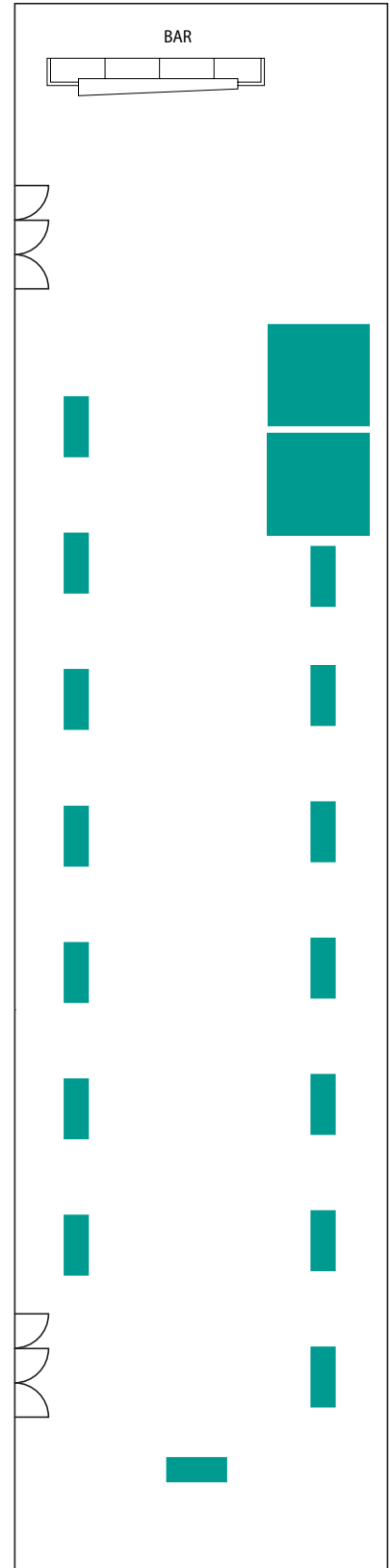
0800–0845	<i>Exhibitors access</i>	<i>BelleVue Foyer</i>
0845–1015	<b>Day 1 Sessions</b>	<i>BelleVue Ballroom 2</i>
0945–1015	<b>EXHIBITORS MORNING TEA</b>	<i>BelleVue Foyer</i>
1015–1045	<b>DELEGATES MORNING TEA</b>	<i>BelleVue Foyer</i>
1045–1230	<b>Presentations</b>	<i>BelleVue Ballroom 2</i>
1200–1300	<b>EXHIBITORS LUNCH</b>	<i>BelleVue Foyer</i>
1230–1330	<b>DELEGATES LUNCH</b> <i>Lunch Sponsor Address</i>	<i>BelleVue Foyer</i>
1330–1450	<b>Presentations</b>	<i>BelleVue Ballroom 2</i>
1450–1500	<b>Day 2 Wrap up</b>	<i>BelleVue Ballroom 2</i>
1500–1530	<b>Closing Remarks</b>	<i>BelleVue Ballroom 2</i>
1515–1530	<b>EXHIBITORS AFTERNOON TEA</b>	<i>BelleVue Foyer</i>
1530–1600	<b>DELEGATES AFTERNOON TEA</b>	<i>BelleVue Foyer</i>
1600	<i>Exhibitors bump out</i>	<i>BelleVue Foyer</i>

# Floorplan

Perth Convention and Exhibition Centre,  
Level 3, BelleVue



## Exhibitors Floorplan



# Sponsorship Opportunities

	SAPPHIRE	PLATINUM	GOLD	SILVER	BRONZE
Entitlements	\$35,000 <i>Major Sponsor</i>	\$30,000 <i>Gala Dinner</i>	\$25,000 <i>Polo Shirt</i>	\$20,000 <i>Satchel</i>	\$15,000 <i>Charging Stations</i>
Acknowledgement as Major Sponsor of the 2024 NAATSIHWP National Conference	✓				
Prominent signage/logo displayed throughout or on parts of 2024 NAATSIHWP National Conference	✓ <i>Throughout the conference</i>	✓ <i>Gala Dinner</i>	✓	✓	✓
Exhibition space	✓ <i>Premium</i>	✓	✓	✓	✓
Organisation name, logo and sponsorship status displayed in NAATSIHWP Weekly eNewsletter (distributed to over 2,500 members and stakeholders)	✓	✓	✓	✓	✓
Organisation Bio to be published in the Conference program	✓	✓	✓	✓	✓
Prominent signage/logo displayed on sponsored item	✓ <i>Polo, Satchel Bag and Name Tag</i>		✓ <i>Organisation name and logo printed on Polo</i>	✓ <i>Satchel Bag</i>	✓ <i>Charging Stations</i>
Organisation promotional material to be included in delegate satchels	✓ <i>2 x materials</i>	✓ <i>2 x material</i>	✓ <i>2 x material</i>	✓ <i>2 x materials</i>	✓ <i>2 x materials</i>
Opportunity for an address of up to 10 minutes	✓ <i>Day 1</i>	✓ <i>Gala Dinner</i>			
Advertisement in the Conference program	✓ <i>Full Page</i>	✓ <i>Half Page</i>	✓ <i>¼ Page</i>	✓ <i>¼ Page</i>	✓ <i>¼ Page</i>
Acknowledgement as Platinum Sponsor of the 2024 NAATSIHWP National Conference Gala Dinner		✓			
Recognition in Gala Dinner program	✓	✓	✓	✓	✓
Name and Logo on the back page of Gala Dinner Menu	✓	✓	✓	✓	✓
Certificate of appreciation awarded to your organisation	✓	✓	✓	✓	✓
Name and Logo on the Conference webpage	✓	✓	✓	✓	✓
Complimentary Pre-Event and Gala Dinner Registration	✓ <i>For four</i>	✓ <i>For four</i>	✓ <i>For two</i>		





BARISTA	EXHIBITOR SPACE	NAME TAG	LUNCH SPONSORS	AWARD SPONSORS	SATCHEL INSERT	SCHOLARSHIP
\$5,000	\$5,000	\$5,000	\$3,500	\$3,500	\$1,500	\$1,500 <i>Unlimited</i>
	✓ Exhibition			✓ Award Ceremony		
	✓					
✓	✓				✓	✓
✓ Coffee Station		✓ Name Tag				
✓ 1 x material					✓ 1 x material	
			✓ During Lunch			
✓	✓	✓	✓	✓	✓	✓
✓	✓	✓	✓	✓	✓	✓

# Scholarship Opportunities

Interested in investing in the professional development of the Aboriginal and Torres Strait Islander Health Worker and Practitioner Workforce?

Support our Full and Student Members to attend the 2024 NAATSIHWP National Conference with scholarships available for as low as \$1,500!

## Scholarship Sponsor

UNLIMITED OPPORTUNITIES

\$1,500

Scholarships for attendance of NAATSIHWP Full and Student Members

- ✓ Certificate of appreciation awarded to your organisation
- ✓ Announcement of all Scholarship Sponsors in the NAATSIHWP Weekly eNewsletter (distributed to over 2,500 members and stakeholders)
- ✓ Organisation/Name listed on the Conference webpage



# Sponsorship Opportunities

Increase your support through the following sponsorship opportunities and benefits.

Your return on Sponsorship Investment includes:

- Showcasing your organisation as a key partner and supporter of NAATSIHWP
- Direct access to Full and Student Members interested in updating their knowledge of industry products and services
- Recognition as an industry leader for contributing to industry knowledge, training and networking
- An opportunity to demonstrate your corporate social responsibility
- Strengthening and enhancing the professional development, leadership and practical skillsets of Aboriginal and Torres Strait Islander Health Workers and Health Practitioners and
- Supporting the improvement of health and wellbeing outcomes for the Aboriginal and Torres Strait Islander peoples.

## Platinum Sponsor

1 OPPORTUNITY

\$30,000

### Gala Dinner Sponsor

- ✓ Acknowledgement as 2024 NAATSIHWP National Conference Gala Dinner Sponsor
- ✓ Name and logo on the Conference webpage
- ✓ Complimentary exhibition space
- ✓ Organisation name, logo and sponsorship status displayed in NAATSIHWP Weekly eNewsletter (distributed to over 2,500 members and stakeholders)
- ✓ Inclusion in the official Conference video for NAATSIHWP
- ✓ Organisation Bio to be published in Conference program
- ✓ Prominent signage displayed throughout 2024 NAATSIHWP National Conference Gala Dinner
- ✓ 2 x promotional materials to be included in delegate satchels or option to provide promotional gift/material for delegates at the table setting
- ✓ Opportunity for an address of up to 10 minutes at the Gala Dinner
- ✓ Half page advertisement in the Conference program
- ✓ Certificate of appreciation awarded to your organisation
- ✓ Complimentary Pre-Event and Welcome Dinner invitation for four

## Sapphire Sponsor

SOLD

### Major Sponsor

- ✓ Organisation logo printed on 2024 NAATSIHWP National Conference promotional materials:
  - Conference Polo
  - Satchel Bag
  - Name tag
- ✓ Opportunity to display promotional images or video on the recharge/sanitiser station screen and interact with delegates as they charge their device
- ✓ Acknowledgement as the Major Sponsor of the conference
- ✓ Complimentary premium exhibition space
- ✓ Organisation name, logo and sponsorship status displayed in NAATSIHWP Weekly eNewsletter (distributed to over 2,500 members and stakeholders)
- ✓ Name and logo on the Conference webpage
- ✓ Inclusion in the official Conference video for NAATSIHWP
- ✓ Organisation Bio to be published in Conference program
- ✓ 2 x promotional materials to be included in delegate satchels
- ✓ Prominent signage displayed throughout 2024 NAATSIHWP National Conference
- ✓ Opportunity for an address of up to 10 minutes on the morning of Day 1
- ✓ Full page advertisement in the Conference program
- ✓ Certificate of appreciation awarded to your organisation
- ✓ Complimentary Pre-Event and Welcome Dinner invitation for four

## Gold Sponsor

SOLD

### Polo Shirt Sponsor

- ✓ Organisation name and logo printed on 2024 NAATSIHWP National Conference Polo
- ✓ Complimentary exhibition space
- ✓ 2 x promotional material to be included in delegate satchels
- ✓ Quarter page advertisement in the Conference program
- ✓ Name and logo on the Conference webpage
- ✓ Organisation name, logo and sponsorship status displayed in NAATSIHWP Weekly eNewsletter (distributed to over 2,500 members and stakeholders)
- ✓ Inclusion in the official Conference video for NAATSIHWP
- ✓ Certificate of appreciation awarded to your organisation
- ✓ Complimentary Pre-Event and Welcome Dinner invitation for two



## Silver Sponsor

1 OPPORTUNITY

SOLD

### Delegate Satchel Sponsor

- ✓ Organisation name and logo printed on 2024 NAATSIHWP National Conference Satchel Bags
- ✓ 2 x promotional materials to be included in delegate satchels
- ✓ Inclusion in the official Conference video for NAATSIHWP
- ✓ Quarter page advertisement in Conference program
- ✓ Name and logo on the Conference webpage
- ✓ Certificate of appreciation awarded to your organisation

## Bronze Sponsor

SOLD

### Charger Stations Sponsor

- ✓ Organisation logo and short video on charging stations throughout the 2024 NAATSIHWP National Conference
- ✓ 2 x promotional materials to be included in the delegate satchels
- ✓ Inclusion in the official Conference video for NAATSIHWP
- ✓ Quarter page advertisement in Conference program
- ✓ Name and logo on the Conference webpage
- ✓ Certificate of appreciation awarded to your organisation

## Barista Coffee Station

SOLD

- ✓ Prominent signage displayed at the barista coffee station
- ✓ 1 x promotional material in the delegate satchels
- ✓ Name and logo on the Conference webpage
- ✓ Certificate of appreciation awarded to your organisation

## Exhibitor Space

2 LEFT

\$5,000\*

- ✓ Exhibition space with signage, power, 1 x trestle table and 2 x chairs
- ✓ Name and logo on the Conference webpage
- ✓ Morning Tea, Lunch and Afternoon Tea on both days
- ✓ Invitation to Welcome Dinner

## Name Tag Sponsor

SOLD

- ✓ Organisation name and logo displayed on the back of every name tag for the 2024 NAATSIHWP National Conference
- ✓ 1 x promotional material in the delegate satchels
- ✓ Name and logo on the Conference webpage
- ✓ Certificate of appreciation awarded to your organisation

## Lunch Sponsor

2 OPPORTUNITIES

\$3,500

- ✓ Prominent signage displayed during lunch
- ✓ Opportunity to speak for up to 10 minutes during lunch break
- ✓ Name and logo on the Conference webpage
- ✓ Certificate of appreciation awarded to your organisation

## Awards Sponsor

3 LEFT

\$3,500

- ✓ Recognition as sponsor of each individual award
- ✓ Opportunity to co-present the award at the Gala Dinner Awarding Ceremony
- ✓ Name and logo on the Conference webpage
- ✓ Certificate of appreciation awarded to your organisation

## Satchel Insert

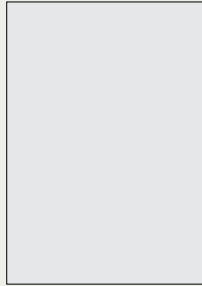
UNLIMITED OPPORTUNITIES

\$1,500

- ✓ 1 x promotional material in the 2024 NAATSIHWP National Conference delegate satchels
- ✓ Name and logo on the Conference webpage

\* Discounted pricing of \$4,500 for 'Corporate Friends of NAATSIHWP' Members

# Advertising specifications



## FULL PAGE

210mm w x 297mm h  
+3mm bleed

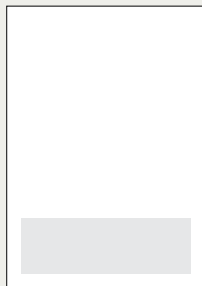
Supply high res PDF with bleed and crop marks



## HALF PAGE HORIZONTAL

178mm w x 130mm h  
No bleed required

Supply high res PDF



## QUARTER PAGE HORIZONTAL

178mm w x 58mm h  
No bleed required

Supply high res PDF

Send PDFs to:

**Grace Lachica**

*NAATSIHWP Executive Support Manager*

**E:** [grace@naatsihwp.org.au](mailto:grace@naatsihwp.org.au)

**P:** 02 6221 9221

**Free Call:** 1800 983 984

# Expression of Interest Form

## Sponsor/Exhibitor Information

Organisation Name: .....

Contact Person: .....

Position: ..... Email: .....

Phone: ..... Mobile: .....

Address: .....

Suburb: ..... State: ..... Postcode: .....

## Sponsorship Packages

Please indicate your selection, prices exclusive of GST

SPONSORSHIP PACKAGES	INVESTMENT
<input type="checkbox"/> Sapphire	\$35,000
<input type="checkbox"/> Platinum	\$30,000
<input type="checkbox"/> Gold	\$25,000
<input type="checkbox"/> Silver	\$20,000
<input type="checkbox"/> Bronze	\$15,000
<input type="checkbox"/> Barista	\$5,000

SPONSORSHIP PACKAGES	INVESTMENT
<input type="checkbox"/> Exhibitor Space	\$5,000
<input type="checkbox"/> Corporate Friend Exhibitor Space	\$4,500
<input type="checkbox"/> Name tag	\$3,500
<input type="checkbox"/> Awards	\$3,500
<input type="checkbox"/> Lunch	\$3,500
<input type="checkbox"/> Satchel insert	\$1,500
<input type="checkbox"/> Scholarship	\$1,500

## Sponsor and/or Exhibitors Terms & Conditions

### The Contract

1. The term 'Organiser' refers to NAATSIHWP organising the 2024 NAATSIHWP National Conference, the term 'Conference' refers to the 2024 NAATSIHWP National Conference, and the term 'Venue' refers to Perth Convention and Exhibition Centre.
2. The terms 'Sponsor' and 'Exhibitor' include any person, firm, company or corporation and its employees identified in the booking form or other written request for Sponsorship/Exhibition Space.
3. A 'Contract' is formed between the Organiser and Sponsor and / or Exhibitor when the Organiser accepts the signed EOI form and/or when the Organiser sends out the invoice.
4. The Organiser reserves the right to refuse an application or prohibit any Sponsor / Exhibitor from participation without assigning a reason for such refusal or prohibition.
5. The Organiser may cancel the contract at their discretion if full payment is not received within 30 days of the invoice issue date.
6. The Organiser reserves the right to change the exhibition floor layout.
7. The Organiser reserves the right to amend or alter the exact site of the location of the stand.
8. The Organiser may refuse without limitation, to permit an activity within the exhibition or require cessation of particular activities at their discretion.
9. The Organiser and/or the Venue reserves the right to specify heights of walls and coverings for display areas.
10. The Organiser may determine the hours during which the Exhibitor will have access to the Venue for setting up and dismantling.
11. The Organiser will specify conditions relating to the movement of goods and displays, prior, during and after the exhibition.
12. The Organiser will accept no liability for loss or damage of equipment displayed or used by the Exhibitor.



13. The Organiser reserve the right to change any part of the prospectus without prior notice.

### Obligations and rights of exhibitor

14. The Exhibitor and Sponsor must ensure that all accounts are finalised and paid 30 days before the Conference start date.
15. The Exhibitor must use allocated space only for the display and promotion of goods and/or services within the scope of the exhibition.
16. The Exhibitor must comply with all directions /requests issued by the Organiser including those outlined in the venue's Exhibitor Manual.
17. The Exhibitor must submit plans and visuals of any custom designed exhibits to the Organiser for approval one month prior to the Conference starting (02 August 2024).
18. The Exhibitor acknowledges that the Organiser will not be able to provide assistance in setting up and tracking lost deliveries.
19. The Exhibitor agrees that the Organiser will not be liable for any goods rejected by the venue or those lost or damaged prior to the delivery date specified or on return.
20. It is the responsibility of the Exhibitor to ensure that the space hired for their exhibition complies with their Company policy or codes of conduct.

### Storage of Goods

21. Instructions regarding storage will be outlined in the Exhibitor Manual distributed prior to the exhibition.

### Stand Services & Construction

22. Exhibitors with premium booths should undertake stand construction plus supply furniture and IT equipment if not provided in the package. All non-official contractors wishing to enter the exhibition are required to provide current Certificates of Currency for Insurance, Public Liability and OH&S. Access will be denied without such documentation.

### Insurance & Liability

23. All Exhibitors must have Public Liability Insurance for the period of the exhibition. Evidence of this must be sent to the Organiser at least one month prior to the Conference start date.
24. Exhibitors must insure, indemnify and hold the Organiser harmless in respect of all damages, injuries, costs, claims, demands, expenses and interest for which the Organiser may become liable.
25. The Organiser and the venue, cannot accept liability for any loss or damage to property sustained or occasioned from any cause whatsoever.

### Payment & Cancellation

26. All bookings are held tentatively upon receipt of signed EOI and/or issuance of invoice.

27. Payment must be made within 30 days of receiving the invoice to confirm the booking and credit card details provided as guarantee if invoice was not paid in full.

28. Your exhibitor space will be held for 30 days after the invoice has been sent. After this time, the Organiser reserves the right to reallocate the space to another exhibitor.

29. All payments and registrations must be confirmed and paid 30 days before the Conference start date.

30. If payment has not been made 30 days before the Conference start date, the Organiser reserves the right to charge the full amount owed to the credit card on file.

31. Cancellation must be advised in writing to the Organiser at least 30 days before the start of the Conference.

32. If an Exhibitor and/or Sponsor cancels before they have paid for the booking, the Organiser reserves the rights to use the credit card on file to charge the appropriate cancellation fee.

33. The Exhibitor and/or Sponsor agrees to the following cancellation schedule:

- Cancellation requests received up to 30 days prior to the event date will receive a refund of 75% of the registration costs.
- Cancellations requests received after 30 days prior and before 14 days prior will receive a refund of 50% of the registration costs.
- Cancellation requests received after 14 days prior will not be eligible for a refund.

34. The Organiser may be forced to cancel the event in order to comply with a government directive, in such case, a refund may not be possible.

I understand and accept the Sponsor and/or Exhibitors Terms & Conditions.

Signature: .....

Name: .....

Organisation: .....

Position Title: .....

Date: ..... / ..... / .....

Please return signed EOI form to:

**Grace Lachica**  
NAATSIHWP Executive Support Manager

**E: [grace@naatsihwp.org.au](mailto:grace@naatsihwp.org.au)**

**P: 02 6221 9221**

**Free Call: 1800 983 984**

\*Packages may be subject to negotiation pending public health requirements



## NAATSIHWP

National Association of Aboriginal and Torres  
Strait Islander Health Workers and Practitioners

### National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners

PO Box 729  
Mawson ACT 2607

Suite 3, Ground Floor  
31-37 Townshend Street  
Phillip ACT 2606

P: 02 6221 9221  
T: 1800 983 984  
E: [info@naatsihwp.org.au](mailto:info@naatsihwp.org.au)

[www.naatsihwp.org.au](http://www.naatsihwp.org.au)

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