



Invitation to Sponsorship & Exhibition



WELCOME TO GOTHENBURG

We kindly invite your company to be a sponsor and/or exhibitor during the NJF Congress 12-14 May 2016 at the Swedish Exhibition & Congress Centre, (Svenska Mässan) in the heart of Gothenburg.

The Nordic Federation of Midwives was established in 1950, and the first congress of the Federation was held in Lund in the same year. 300 midwives attended, 66 years later, we expect to host up to **800 midwives** in Gothenburg from the Nordic Region; Denmark, Finland, Greenland, Island, the Faroe Islands, Sweden and Norway. During three days, interesting keynote lectures, symposiums and workshops will enlighten new perspectives on midwifery, focusing on research and new developments within the field of practice. The Congress creates huge opportunities for midwives to network and develop friendships with new colleagues.

Overleaf we provide some examples of what your sponsorship could look like. We will be most happy to tailor your sponsorship according to the needs and style of your organisation. Contact us!

KEY CONTACTS

For questions or further information please contact:

Congress Secretariat

Sweden MEETX AB

E-mail: njfcongress@meetx.se

Phone: +46 (0)31 708 86 90

Address: Ref: NJF Congress
SE-412 94 Gothenburg
SWEDEN

Local Organising Committee

Elisabeth Lindblad

Eva Nordlund

Marianne Weichselbraun

Kajsa Westlund

Congress Venue

Swedish Exhibition & Congress Centre, (Svenska Mässan)

Entrance no. 2

IMPORTANT DATES (the times are preliminary)

Thursday	12 May	07.00 – 10.00 10.00 – 17.00 18.00	Setup Exhibition Area Scientific Programme Welcome Reception
Friday	13 May	08.30 – 17.00 20.00	Scientific Programme Congress Dinner at Kajskjul 8
Saturday	14 May	08.30 – 14.00 14.00 – 18.00	Scientific Programme Dismantling of Exhibition Area

EXHIBITION AREA

The commercial exhibition will be held in direct connection to the plenary room and parallel session rooms.

Refreshment points and coffee areas have been integrated into the exhibition area, maximizing the time that delegates spend in this area. Lunches and coffee will be served in the exhibition area.

REGISTRATION & HOTEL RESERVATION

Complimentary registrations included in the sponsor and/or exhibitor packages should be made using a special registration link sent after signed contract. A number of hotel rooms in different price categories have been pre booked in Gothenburg for the congress, booking is made together with your registration, more information about the hotels can be found on the NJF website closer to the congress.

CATEGORIES OF SPONSORSHIP

The NJF Congress proposes 3 sponsorship categories:

- LEVEL 1 SPONSOR
- LEVEL 2 SPONSOR
- LEVEL 3 SPONSOR

All levels are available to all sponsors. In addition there are Sponsor items and Exhibition opportunities. The Sponsor Items can be added to both Sponsors and Exhibitors.

The indicated acknowledgments are examples and can be tailored to your needs and style.

All prices in this Invitation to Sponsorship & Exhibition are in SEK and excl. VAT.

SPONSOR LEVELS

Level 1 – 100 000 SEK

- 15 m² exhibition space (5x3m)
- 4 complementary full registration fees (Congress dinner is not included)
- 1 table and 1 chair
- 1 standard electricity point (10 amp 1-fas 220 V)
- Bag insert (1 leaflet/brochure)
- Company logotype recognized as Level 1 sponsor and URL link to sponsor's website placed on the NJF website
- Inclusion in the List of Sponsors & Exhibitors on the congress website
- Company logotype recognized as Level 1 sponsor printed in the Final Programme/Abstract book
- 1 full page 4-color advertisement in the Final Programme/Abstract book. Ad to be provided by the sponsor.
- Inclusion in the List of Sponsors & Exhibitors in the Final Programme/Abstract book

Level 2 – 60 000 SEK

- 9 m² exhibition space (3x3m)
- 3 complementary full registration fees (Congress dinner is not included)
- 1 table and 1 chair
- 1 standard electricity point (10 amp 1-fas 220 V)
- Company logotype recognized as Level 2 sponsor and URL link to sponsor's website placed on the NJF website
- Inclusion in the List of Sponsors & Exhibitors on the congress website
- Company logotype recognized as Level 2 sponsor printed in the Final Programme/Abstract book
- 1 half page 4-color advertisement in the Final Programme/Abstract book. Ad to be provided by the sponsor
- Inclusion in the List of Sponsors & Exhibitors in the Final Programme/Abstract book

Level 3 – 30 000 SEK

- 6 m² exhibition space (3x2m)
- 2 complementary full registration fees (Congress dinner is not included)
- 1 table and 1 chair
- 1 standard electricity point (10 amp 1-fas 220 V)
- Company logotype recognized as Level 3 sponsor and URL link to sponsor's website placed on the NJF website
- Inclusion in the List of Sponsors & Exhibitors on the congress website
- Company logotype recognized as Level 3 sponsor printed in the Final Programme/Abstract book

EXHIBITION

EXHIBITION AREA

SEK 15 000

Each exhibition area measures 4m² (2x2m) and includes;

- Table, chair, electricity
- 1 complimentary full registration fee for company representative. (Congress dinner is not included)
- Inclusion in the List of Exhibitors in the Final Programme/Abstract Book
- Inclusion in the List of Exhibitors on the congress website www.njfcongress.se (no logo)

EXTRA EXHIBITION SPACE

SEK 2 500/sqm

Extra Exhibition space can be ordered per square meter.

ALLOCATION OF EXHIBITION SPACE

Exhibition space allocation will be made by the Congress organizer based on sponsor level and then by signed contract "first come, first served".

Approximately 4 weeks before the congress start, exhibition spaces will be allocated and confirmed to the exhibitors.

ADDITIONAL EXHIBITOR REPRESENTATIVES

All the exhibitors' company representatives must be registered for the congress, and will receive a badge displaying the exhibiting company name.

The Sponsor & Exhibitor registration fee is **SEK 1750** per registration, and includes entrance to the exhibition and sessions, congress material, lunch and coffee breaks.

WELCOME RECEPTION/DINNER

The Welcome reception will be hosted by the City of Gothenburg and held on Thursday 12th of May, place TBA.

The Conference dinner at Kajskjul 8 will be on Friday 13th of May and includes a 3-course dinner, beverages and entertainment. Price 800 SEK excl. VAT

SPONSOR ITEMS

Available to all Sponsors & Exhibitors

Listed below are other opportunities available for your organisation to support the NJF Congress. Further information and costs are available upon request. All contributions to the success of this event are highly valued.

(All prices listed are in SEK and excluding 25% VAT, only applicable for Swedish companies)

Bag Insert - SEK 10 000

Insert of sponsor's item (1 leaflet/brochure) into the congress bags distributed to all delegates. Insert to be provided by sponsor, production cost is not included.

Advertisement in the Final Programme/Abstract Book

Ad to be provided by the sponsor.

Half page **SEK 5 000**

Full page **SEK10 000**

TERMS AND CONDITIONS

SPONSORSHIP & EXHIBITION

Conditions of Payment for Sponsorship

A deposit of 50% of the total sponsorship fee will be invoiced once the attached signed Sponsorship & Exhibition Contract has been received and confirmed. Conditions of payment mentioned on the invoice are valid. All payments must be received in full within 30 days of receipt of the invoice. Full payment is due 4 months prior to the Congress. If the payment is not received, the Sponsorship/Sponsor Item may be sold to another Sponsor.

Production costs

Production costs, where applicable, are the responsibility of the Sponsor. NJF Congress 2016 will not accept responsibility for late deliveries, and cannot guarantee the inclusion or distribution of sponsored items at NJF Congress 2016. Late deliveries, if accepted, may also attract late fees.

Refund and cancellation policy

All cancellations must be made in writing to the congress organizer Sweden Meetx.

The Sponsorship fee is refundable minus a 10% charge when the cancellation is made until 6 months before the Congress. For cancellations received after 6 months but before 4 months, 50% of the total amount will be refunded. For cancellations received after January 12, 2016, there will be no refund granted. All prices are indicated in SEK, and excl. 25% VAT.

More information about the Congress can be found on the website; www.njfcongress.se



NJF congress

SPONSORSHIP & EXHIBITION CONTRACT

Company Name

Invoice Address

Postal Code

City

Country

Authorized Signatory

Contact Person

Telephone

Mob

E-mail

VAT Number

Please choose from the Categories of Sponsorship, Exhibition and Sponsor Items below.

All prices are in SEK excl. 25% VAT

CATEGORIES OF SPONSORSHIP:

- | | | |
|--------------------------|-----------------|-------------|
| <input type="checkbox"/> | LEVEL 1 SPONSOR | SEK 100 000 |
| <input type="checkbox"/> | LEVEL 2 SPONSOR | SEK 60 000 |
| <input type="checkbox"/> | LEVEL 3 SPONSOR | SEK 30 000 |

EXHIBITION:

- | | | |
|--------------------------|--|------------|
| <input type="checkbox"/> | EXHIBITION AREA
4 m ² (2x2) | SEK 15 000 |
| <input type="checkbox"/> | EXTRA EXHIBITION SPACE
SEK 2 500/m ² | |

_____ m² á 2 500 SEK= _____ TOTAL

SPONSOR ITEMS:

- | | | |
|--------------------------|---|------------|
| <input type="checkbox"/> | Bag Insert | SEK 10 000 |
| <input type="checkbox"/> | 1 Full page Advertisement
in the Final Programme/Abstract Book | SEK 10 000 |
| <input type="checkbox"/> | 1 Half page Advertisement
in the Final Programme/Abstract Book | SEK 5 000 |

Return this form to:

Sweden MEETX AB
Ref: NJF Congress
SE- 412 94 Gothenburg
SWEDEN
Email:
njfcongress@meetx.se

Having signed below, I hereby agree to be a Sponsor or Exhibitor at the NJF Congress 2016, in accordance with the choices made above and the descriptions, terms and conditions stipulated in the Invitation to Sponsorship & Exhibition.

Date

Signature
(by Authorized Signatory)
