

OT MENTAL
HEALTH FORUM



VISION FOR THE FUTURE

SYDNEY

FRIDAY 25 NOVEMBER 2022

SPONSORSHIP
& EXHIBITION
OPPORTUNITIES



VISION FOR THE FUTURE

FRIDAY 25 NOVEMBER 2022

SMC, Sydney

INVITATION TO SUPPORT



On behalf of Occupational Therapy Australia (OTA), I am delighted to invite you to participate in our invaluable event for occupational therapists working across every area of mental health practice in Australia.

The OT Mental Health Forum 2022 will be held in person at the Sydney Masonic Centre on Friday 25 November 2022 in Sydney and will feature a new online channel for those not able to attend in person. This format allows OTA to broaden its extensive network and audience across the region and to offer new opportunities for content presentation. It also extends the life of the Forum for up to 6 weeks with the online channel available to view on demand for all registered delegates. Importantly the new dual format provides you with additional avenues for exposure with the OTA community. In addition to the in-person exposure, you have the opportunity to showcase your organisation on the integrated online channel.

We look forward to developing a mutually beneficial partnership—one that generates rewards and opportunities together. We encourage you to act quickly to ensure your place is secured at the OT Mental Health Forum 2022 as places are limited and are looking forward to meeting in person in November 2022 as we come together to learn from an exciting array of current OT mental health practice and research activity.

Rebecca Meyer

General Manager, Membership and Engagement
Occupational Therapy Australia

#OTMHF2022

ABOUT OTA

Occupational Therapy Australia (OTA) is the peak professional body representing the interests of occupational therapists across the country. Occupational Therapy Australia strives to ensure that members consistently receive quality, responsive services that add significant value to their careers. The Association supports, promotes and represents the profession of occupational therapy as a key component of the allied health sector in Australia. OTA is a national organisation that comprises all states and territories (Divisions), with a Membership of over 12,000 individual occupational therapists and occupational therapy students.



facebook.com/otaust



twitter.com/otaust



instagram.com/otaust



linkedin.com/company/occupational-therapy-australia

FURTHER DETAILS ON PACKAGE INCLUSIONS AND TO BOOK:

Please contact Steven Ho, Sponsorship Manager at OTA via steven.ho@otaus.com.au or phone 0451 807 647

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ABOUT THE EVENT

After starting as a small initiative in the 1990s the OT Mental Health Forum has developed into a national biennial event attended by over 300 occupational therapists working across every area of mental health practice in Australia.

The theme for this year's forum is Vision for the Future and will explore the wisdoms, innovations, and challenges which have arisen from the last two difficult years, and to explore together how these will propel the profession forward. This forum will support therapists to build together a hopeful, expanding, innovative future vision for occupational therapy leadership across the diversity of mental health practice contexts.

OT MENTAL HEALTH FORUM IN-PERSON

The in-person program will offer an extensive selection of plenary sessions, concurrent sessions, occupation stations, as well as opportunities to meet with exhibitors and view the latest products and services available in the Exhibition Area. Delegates will also have access to the online channel to explore an extensive selection of pre-recorded concurrent sessions and ePosters.

OT MENTAL HEALTH FORUM ONLINE CHANNEL

The daily online program will feature the plenary sessions live streamed from the Forum plus pre-recorded concurrent sessions and ePosters.

BENEFITS OF PARTICIPATION

OT Mental Health Forum 2022 Sponsors and Exhibitors will:

- Participate in a forum which will showcase and celebrate occupational therapy in mental health
- Gain significant brand exposure to participants
- Provide OTs with the opportunity to experience and learn about your products first hand
- Strengthen brand awareness
- Extend your exposure beyond the Forum with the online channel available for 6 weeks
- Maximise your time and have your organisation/message seen by hundreds of passionate, influential health professionals
- Be seen alongside the latest health innovations and research
- Build your industry network
- Your involvement supports OTA to further develop and promote the value of occupational therapy.

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OPPORTUNITIES AT A GLANCE

EXHIBITION	# opportunities	Price \$
Exhibitor Display Table	Ten (10)	\$1,750
PREMIUM SPONSORSHIP		
Partner	Exclusive	\$6,300
Major Sponsor	Three	\$4,900
Supporter	Limited	\$3,500
SPONSORSHIP ITEMS		
Name Badge Sponsor	Exclusive	\$1,400
Concurrent Session Sponsor (includes up to 15sec video at start of session)	Ten	\$495
Writing Pads	Exclusive	\$350 + stock
Pens	Exclusive	\$350 + stock
ADVERTISING		
Video/Slideshow Advertisement: 30sec (played at start of keynote session)	Limited	\$675
Exhibitor eMagazine Advertisement – half page	Complimentary to all exhibitors	

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Occupational
Therapy AUSTRALIA

EXHIBITOR PACKAGES

EXHIBITOR TABLE DISPLAY

An exhibition display table offers an outstanding face-to-face opportunity to network and engage with delegates. All catering will be served in the exhibition area, providing exhibitors opportunity to showcase their products and interact with delegates.

\$1750 includes:

- **Exhibition Table Display:** Exhibition display table (including 1.8m table and chairs)
- **Registration:** Two (2) sponsor/exhibitor registration (includes daily catering)
- **Company branding and promotion:** Company logo and table display listed on the Forum website and App
- **Exhibitor booth prize!** – opportunity to offer delegates who exchange contact details to go into your own booth draw to win a prize [Exhibitor to supply prize and delivery to recipient]
- **Delegate listing** in PDF format provided five days prior to the event [includes name, organisation, state/country]
- **Lead Generation:** Export delegate contact details scanned at your booth [QR code provided by OTA]
- **Pre-event virtual exhibitor eNewsletter:** Company promotion in the dedicated pre-event email highlighting the virtual exhibitors to conference delegate
- **Half page colour advertisement** in the Exhibitor eMagazine distributed to all delegates

Lunch, morning and afternoon tea will be served in the exhibition area, providing exhibitors with the maximum opportunity to showcase their products and interact with delegates. The exhibition will form an integral part of the Forum. An exhibition display table offers an outstanding face-to-face opportunity to network and engage with around 300+ delegates.

Exhibition hours

The exhibition will be open between 8.15am – 4.45pm on Thursday 25 November 2022.

Exhibitor briefing notes

Exhibitor Briefing Notes including the final floor plan and details regarding move-in and move-out arrangements will be distributed on 10 October 2022.

Payments and deadlines

Full payment is due upon booking or within 14 days of receipt of your tax invoice.

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PREMIUM SPONSORSHIP

	PARTNER \$6,300 Exclusive	MAJOR SPONSOR \$4,900 3 available	SUPPORTER \$3,500 Limited
EXHIBITION			
Exhibition display table including signage, 1.8m table and two chairs	✓	✓	✓
Profile in the Online Exhibition showcasing: logo, company details, video link, downloadable collateral	✓	✓	✓
REGISTRATION			
Onsite sponsor/exhibitor registration including daily catering	4	3	2
ADDITIONAL SPONSORSHIP			
Opportunity to sponsor one concurrent session	✓	✓	
COMPANY BRANDING AND PROMOTION			
Colour advertisement in the Industry Supplier eMagazine	Half page	Half page	Half page
Opportunity for advertisement on the rotating banner of online platform	✓		
Logo recognition on the rotating banner of the online platform		✓	✓
Acknowledgement of support during the opening ceremony and at appropriate times throughout the event	✓	✓	✓
Company logo and hyperlink to company website on the homepage of the Forum website	✓		
Company logo and hyperlink to company website on the sponsors page of the Forum website	✓	✓	✓
Company logo and sponsor acknowledgement on the PowerPoint reel featured throughout event	✓	✓	✓
Opportunity to send one (1) marketing email to all registered delegates at a time agreed with the OTA conference office	✓		
Sponsor acknowledgement announcement on OTA social media pages	✓	✓	
Brand exposure to delegates for 6 weeks following the conference via the online platform	✓	✓	✓
Lead Generation: Scan and export delegate contact details at your booth [QR code provided by OTA]	✓	✓	✓
Delegate listing in PDF format provided one week prior to the conference	✓	✓	✓
BONUS			
Advertising with Occupational Therapy Australia. Valued at...	\$1,500	\$750	\$500

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SPONSORSHIP OPPORTUNITIES

NAME BADGE SPONSORSHIP

EXCLUSIVE

Reach every delegate at the Forum with your logo on the official Forum name badge. As an added bonus a QR code linked to your website will also feature on the badge for delegates to simply scan to find out more about your organisation.

\$1400

- Acknowledgement of support during the opening ceremony and at appropriate times throughout the event
- Company logo and QR code printed on each name badge
- Acknowledgement on the sponsor PPT reel shown throughout the program breaks
- Brand exposure to delegates for 6 weeks post forum via the online channel
- Delegate listing in PDF format provided one week prior to the conference

CONCURRENT SESSION SPONSORSHIP

10 OPPORTUNITIES

The program streams provide an invaluable opportunity for sponsors to be linked with their specific areas of interest within the industry and to increase their exposure to target market

\$495

- Acknowledgement of sponsorship by session chair
- 15sec video/slideshow advertisement played prior to session starting
- Company logo/banner on virtual platform during session
- Acknowledgement on the sponsor PPT reel shown throughout the program breaks
- Brand exposure to delegates for 6 weeks post forum via the online channel

WRITING PADS AND PENS

Provide delegates with branded writing pads or pens for use during the Forum.

\$350 + SUPPLY OF STOCK (WRITING PADS)
\$350 + SUPPLY OF STOCK (PENS)

ADVERTISING

VIDEO/SLIDESHOW ADVERTISEMENT

Played at the beginning of keynote session

Video advertisements will be streamed into session rooms and via the online channel. The advertisement will live on well after the Forum ends as it will be available in the on-channel.

\$675

- 30sec company commercial/video/slideshow advertisement (supplied by exhibitor) streamed into sessions rooms and available on the online channel

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SPONSORSHIP AND EXHIBITION BOOKING FORM

Upon receipt of your booking form at Occupational Therapy Australia a formal acknowledgement advice outlining your entitlements and a tax invoice including full bank details will be issued.

SECTION A: CONTACT DETAILS

ORGANISATION DETAILS

Organisation Name (for invoicing purposes) ABN

Organisation Name (for marketing purposes)

Address

City State Postcode

Country Website

CONTACT PERSON DETAILS

Title First Name Last Name

Position

Department

Daytime Contact Phone Fax Mobile

Email

PLEASE TICK IF APPLICABLE

I will be the main person leading up to the OT Mental Health Forum

I will be the main person onsite at the OT Mental Health Forum

I will not be attending the OT Mental Health Forum, please liaise with: Name

Phone Email

HOW DID YOU FIND OUT ABOUT THE VIRTUAL OT MENTAL HEALTH FORUM?

Direct email notification

Newsletter or Journal advertisement

Website search

At another event

Colleague/friend

Workplace notice board/poster

Social media

Other

SECTION B: SPONSORSHIP

Package name: AMOUNT \$

Package name: AMOUNT \$

Package name: AMOUNT \$

SECTION B TOTAL: \$

SECTION C: EXHIBITION

Exhibitor - \$1750

Signage Name:

SECTION C TOTAL: \$

EXHIBITOR AREA OF PRACTICE

To assist the delegates to visit the exhibitors that are of relevance to them and ensure you have the opportunity to meet delegates of relevance to you, we ask you to nominate your area/s of interest (select as many that apply)

- | | | |
|----------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Acute Care Rehab / Hospital | <input type="checkbox"/> Environmental Modifications / Access | <input type="checkbox"/> Palliative Care |
| <input type="checkbox"/> Administration / Management | <input type="checkbox"/> Hand Therapy | <input type="checkbox"/> Primary Health |
| <input type="checkbox"/> Aged Care | <input type="checkbox"/> Health Promotion | <input type="checkbox"/> Private Practice |
| <input type="checkbox"/> Assistive Technology | <input type="checkbox"/> Medical / Surgical | <input type="checkbox"/> Recruitment |
| <input type="checkbox"/> Carer and Consumer Focus | <input type="checkbox"/> Mental Health | <input type="checkbox"/> Rehabilitation |
| <input type="checkbox"/> Community Health | <input type="checkbox"/> Neurological Conditions | <input type="checkbox"/> Research / Education |
| <input type="checkbox"/> Cultural Competency | <input type="checkbox"/> OH&S / Ergonomics | <input type="checkbox"/> Vision Impairment |
| <input type="checkbox"/> Disability | <input type="checkbox"/> Occupational Rehab | <input type="checkbox"/> OTHER (please specify) |
| <input type="checkbox"/> Driving / Vehicle Modifications | <input type="checkbox"/> Paediatrics | |

BOOKING AND PAYMENT AUTHORITY

BOOKING TOTAL

Insert totals for each section below:

Section B

\$

Section C

\$

TOTAL

(INC GST)

\$

PAYMENT METHOD

Credit Card

Visa

MasterCard

AMEX

Note: a surcharge of 2% applies

Card Number

Cardholder Name

Cardholder Signature

Expiry Date

/

CCV

CONFIRM AMOUNT TO BE CHARGED TO CREDIT CARD

\$

EFT Bank Transfer

Invoice to be issued;

Account Name: Occupational Therapy Australia, Bank: Westpac
BSB 033-048 Account: 386820 Swift: WPACAU2S

Cheque

Invoice to be issued;

Cheques to be made payable to **Occupational Therapy Australia**
and forwarded to 5/340 Gore Street, Fitzroy Vic 3065 Australia

AUTHORITY AND DECLARATION

I have read and agree to the sponsorship and exhibition booking terms and conditions

Signature

Date

PLEASE COMPLETE THIS FORM AND RETURN IT TO STEVEN HO

If you have any enquiries regarding exhibition or potential sponsorship opportunities, please contact Steven Ho.

Steven Ho
Sponsorship Manager
Occupational Therapy
Australia

Occupational Therapy Australia

T 1300 682 878

M 0451 807 647

E steven.ho@otaus.com.au

www.otausevents.com.au/mentalhealthforum2022/

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FORUM AND EXHIBITION GUIDELINES, PAYMENT AND BOOKING TERMS & CONDITIONS

The term 'OTA' refers to Occupational Therapy Australia Pty Ltd, the managers of the conference and exhibition.

The term 'Exhibitor' includes any person, firm, company or corporation and its employees and agents identified in the Booking Form or other written request for exhibition space.

The Australian Goods and Services Tax (GST) at 10% is applicable to all goods and services offered by the Conference. All prices listed in the Sponsorship and Exhibition Prospectus include GST.

1. A completed and signed Booking Form is required to allocate sponsorship/exhibition space.
2. Space will be allocated on a 'first come' basis, as close as possible to the desired location.
3. Upon receipt of signed booking form, OTA will confirm entitlements in writing and forward acknowledgement of receipt, together with a tax invoice for the deposit.
4. Full payment is due upon booking or 14 days from date of invoice. After this time, the space will be available for sale to another company.
5. All monies are payable in Australian dollars. Cheque/direct deposits must be made payable to 'Occupational Therapy Australia' and forwarded to the OTA office at 5/340 Gore Street, Fitzroy Vic 3065. Credit card payments will incur a 2% service fee.
6. If you pay by an electronic funds transfer or an international cheque you agree to pay any bank charges and must include these in the amount you transfer.
7. If you miss the payment date, any time dependent discounts will be forfeited, i.e. you will be billed at the next highest level (early bird rate to standard).
8. All payments must include 10% Goods and Services Tax component.
9. Acceptance of sponsorship and exhibition offers is at the discretion of the Occupational Therapy Australia.
10. All inclusions in conference printed materials are subject to strict printing deadlines. OTA reserves the right to approve all branding provided by sponsors and exhibitors.
11. OTA agrees to promote the exhibition to delegates at the Conference.
12. Cancellation Policy: All cancellations must be received in writing to OTA. In the event of cancellation of sponsorship or exhibition space, unless that particular area of sponsorship or exhibition is resold, the Organising Committee reserve the right to retain monies received. If the balance of payment is not received by the due date, the allocated sponsorship or exhibition space will be cancelled. Any sponsorship package or exhibition space cancelled after 25 September 2022 will not be refunded.
13. Sponsors/Exhibitors are not permitted to assign, sublet or apportion the whole or any part of their package/booked space unless prior consent in writing to OTA is provided.
14. Privacy Statement: In order to assist with your participation, your organisation and contact details may be shared with suppliers and contractors, and be included in participant lists. If you object to your details being shared, please inform OTA via mentalhealthforum@otaus.com.au.
15. Any event that conflicts with the OT Mental Health Forum 2022 is not permitted without prior approval from the Organising Committee.
16. All exhibitors must produce a valid Insurance Certificate of currency for the period of the exhibition and this must be submitted to the Forum Office by Monday 24 October 2022.
17. OTA reserves the right in unforeseen circumstances to amend or alter the exact site of the location of the stand and the exhibitor undertakes to agree to any alteration to the site or the space reallocated by OTA.
18. OTA reserves the right to change the exhibition floor layout if necessary.
19. OTA may shorten or lengthen the duration of the exhibition and alter the hours during which the exhibition is open.
20. OTA agrees to provide the exhibitor with briefing notes, including final floor plan and details regarding move-in and move-out arrangements prior to the exhibition for the purpose of communicating required actions on the part of the exhibitor.
21. OTA reserves the right to refuse any person including exhibitor staff, representatives, visitors, contractors and /or agents entry to the exhibition if they do not hold a Conference name badge.
22. OTA will specify conditions relating to the movement of goods and displays, prior, during and after the exhibition.
23. OTA will arrange security onsite during the period of the exhibition but will accept no liability for loss or damage.
24. OTA will not be liable and makes no guarantee of the number of visitors to the exhibition. Equally the Forum Office will not be accountable for the level of commercial activity generated.
25. The exhibitor must comply with all the directions/requests issued by OTA including those outlined in the Exhibition Manual.
26. The exhibitor will not display an exhibit in such a manner as to obstruct or affect neighbouring exhibitors. This includes blocking or projecting light, impeding or projecting into aisles or neighbouring exhibition spaces, or using amplified sound.
27. The exhibitor agrees to adhere to all Conference venue rules and regulations.
28. The exhibitor acknowledges that OTA has a preferred freight forwarder and agrees to comply with all instructions relating to delivery times. If an alternate freight forwarder is engaged, the exhibitor acknowledges that OTA will not be able to provide assistance in tracking lost deliveries. The exhibitor agrees that OTA will not be liable for any goods rejected by the venue, lost or damaged prior to the delivery date specified.
29. Official contractors will be appointed by OTA to undertake stand construction and freight forwarding plus supply furniture, electrics and IT equipment. This is for insurance and security reasons.
30. Discounts for any entitlements not used or required will not be provided.
31. The exhibitor will provide OTA with information regarding proposed booth and activities.
32. Sponsor and exhibitor registrations: OT Mental Health Forum 2022 is an integrated event and all staff in attendance at your booth must be registered. Where a complimentary registration is included in the sponsorship and/or exhibition package, you will still be required to complete a registration form with the details of the attending delegate.

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