

# WELLINGTON 24

BOINZ Annual Conference & Expo

## PARTNER & EXHIBITOR PROSPECTUS

Building  
Officials Institute of NZ



### Building Resilience

Resilience in Partnership:  
Sponsorship that Resonates

20-22 May 2024  
TSB Arena, Wellington

Peter Laurensen, BOINZ President



**BOINZ CONFERENCE**  
**20-22 May 2024**

**Join us in Wellington for  
another valuable gathering  
of New Zealand's Building  
Control Officials.**



# We are proud to share with you our 2024 Prospectus

Register to bring your brand presence to our Annual Conference & Expo for, 20-22 May, 2024. We will be heading to Wellington and hosting our 57th conference over three days at the TSB Arena.

If you have a product or service that is used or inspected in the Built Environment, then we encourage you to book a stand. This is a unique opportunity to interact with building surveyors and consent officials within the sector and allows you to provide them with a better understanding of your product or service.

Explain the technical aspects or updates of your product in a relaxed environment. Share your knowledge and help our people within the industry become better equipped in their profession.

Our intention for 2024 is **BUILDING RESILIENCE** and this is where you can play your part. You will be able to inform and demonstrate the benefits of your product or service in terms of applications and implications.

Ensure you and your consumer get a fit-for-purpose product that is installed to the correct specifications. You can do this by educating BOINZ members and conference delegates.

**Book your stand today to enhance the development of our industry and build growth through new and existing connections.**



# WHO'S GOING TO ATTEND?

Most of our delegates are members who work within Building Control Authorities with others from the private sector. This includes various roles from consultation, project management and consenting in the building sector. They are hungry for technical information particularly in code critical areas.

While they have no influence over building specification, the advantage to BCOs and Building Surveyors in private areas is gaining an understanding of products, their specified use(s) and correct installation requirements. This is a win for the consenting process, the inspection process, the manufacturer installer and end user/owner in terms of efficiency.

Our conferences are also well supported by regulatory officials, practitioners in the design built environment as well as product and building technical experts.



# PROGRAMME BRIEF - TBC

## MONDAY 20 MAY

7:30am	Expo Opens
9.00 am	Conference Starts
5.00 pm	Cocktail Event

## TUESDAY 21 MAY

7:30am	Expo Opens
8.30 am	Conference Starts
5.00 pm	Conference Finishes
6.30 pm	<b>Gala Dinner &amp; Excellence Awards</b>

## WEDNESDAY 22 MAY

7:30am	Expo Opens
9.15 am	Conference Starts
2.30 pm	Conference Finishes

*Sunday pack in - time TBC. Schedule subject to change closer to event*



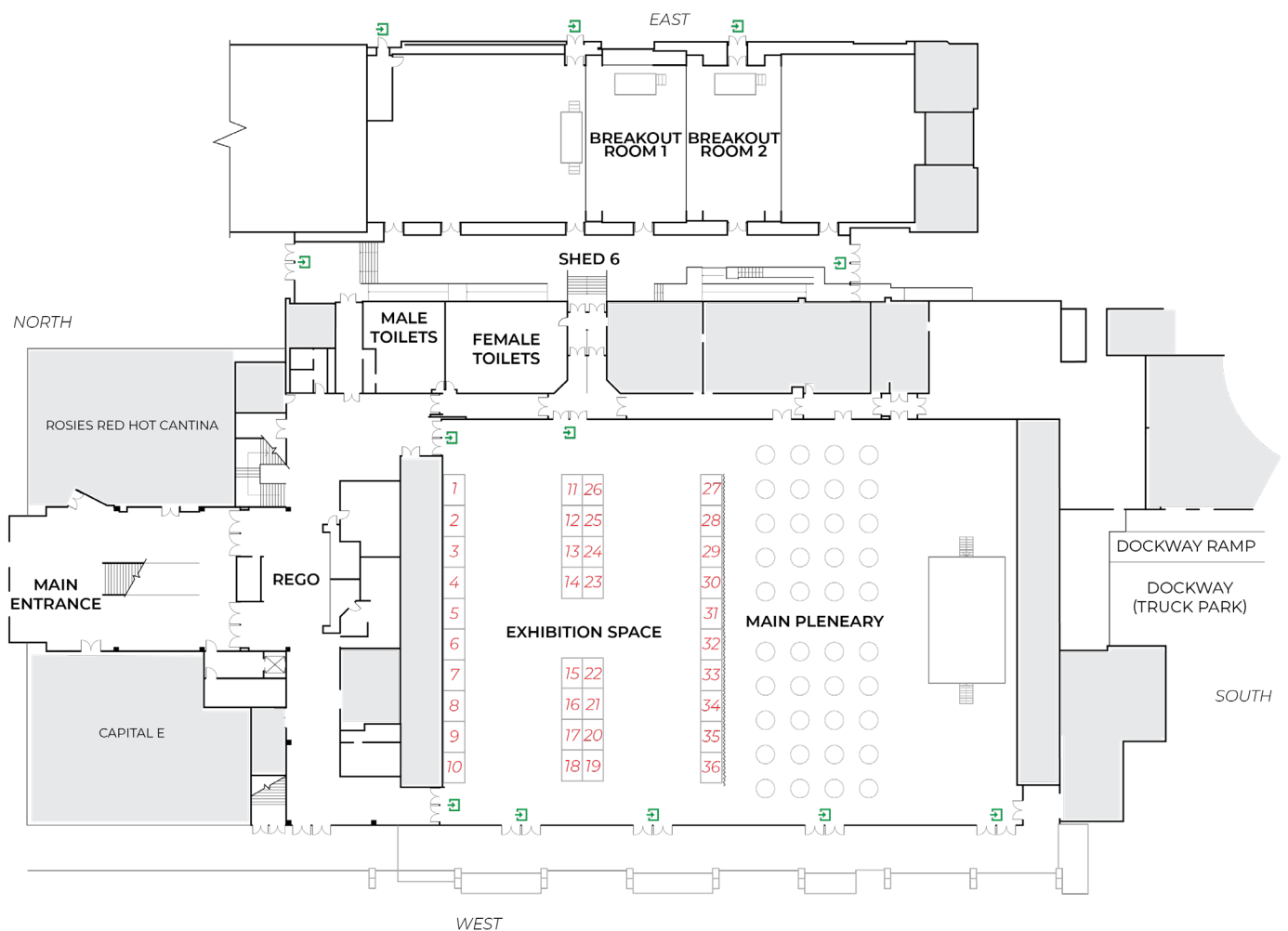
# VENUE PLAN

## TSB Arena



Entry to TSB Arena.JPG

CC BY-SA 3.0





# EXHIBITION STANDS

## Single Expo Stand

### Your package includes:

- 1 x expo stand allocation (2m x 3m)
- Velcro receptive walls
- 2 x spotlights
- Power point and 4-way multi-box
- 2 x stand representatives
- All day catering for representatives
- 2 x Gala Dinner and Excellence Awards tickets
- Company profile listed on BOINZ website

MEMBER  
NON MEMBER

\$4,500 + GST  
\$5,500 + GST

- Company logo included in social media post (includes post on BOINZ Facebook and LinkedIn profiles)
- Company profile listed in delegate handbook
- Provide up to 2 x marketing collateral inserts into delegate registration bag (branded flyer's, brochures, merchandise, pencils, pens, key rings, chocolates, etc)

## Double Expo Stand

### Your package includes:

- 2 x expo stand allocations (2 x 2m x 3m)
- Velcro receptive walls
- 4 x spotlights
- Power point and 2 x 4-way multi-box
- 4 x stand representatives
- All day catering for representatives
- 4 x Gala Dinner and Excellence Awards tickets
- Company profile listed on BOINZ website
- Company logo included in social media

MEMBER  
NON MEMBER

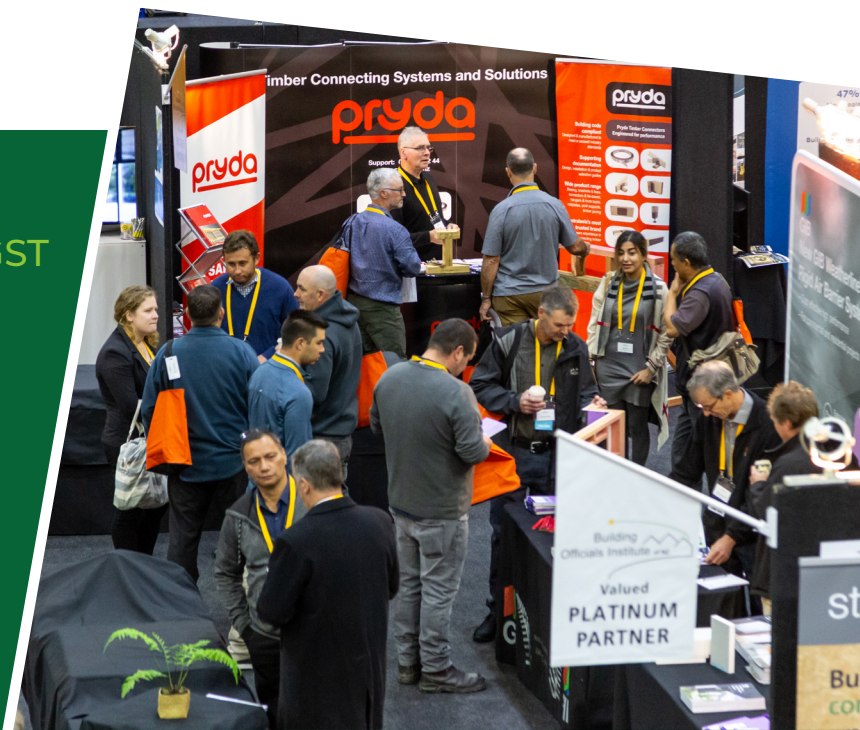
\$8,500 + GST  
\$9,500 + GST

- post (includes post on BOINZ Facebook and LinkedIn profiles)
- Company profile listed in delegate handbook or event app
- Provide up to 3 x marketing collateral inserts into delegate registration pack (can include flyer's, brochures, merchandise, pencils, pens, key rings, chocolates, etc)

## ADDITIONAL STAND REPRESENTATIVES \$899 + GST

You can have a maximum of 4 representatives at a single stand. Each additional stand representative ticket includes access and catering for:

- All day catering
- Welcome function - Monday Evening
- Gala Dinner & Excellence Awards - Tuesday evening



# SPONSORSHIP OPPORTUNITIES

\$7,000 + GST

## Welcome Networking Function

Be the sponsor for the all important first night get together. Promote your organisation as the Welcome Functions networking sponsor on Monday 22 May.

- Naming rights of the function
- Brief welcome speech on the night
- Branded collectible coasters, organised and designed in conjunction with BOINZ
- Business card draw including prize organised in conjunction with BOINZ
- Promotion of event prior to conference
- Included on relevant communication sent out to members and delegates
- Promoted by MC on the day of Conference
- Company logo on the BOINZ Conference website as sponsor
- Branded cocktail napkins



Barista Coffee Cart, Annual Conference & Expo 2023

## Barista Coffee Cart

Sponsor the place that everyone visits! With the Coffee Cart always being the hub of activity, have your brand front and centre. Branding the tea and barista coffee cart gives your organisation exposure to everyone at conference.

- Sponsorship includes cost of signage for the cart. (Bespoke branding of cups is available on request - additional costs apply)
- Recognition as the Coffee Cart Sponsor on marketing materials
- Promoted by MC as the Coffee Cart sponsor throughout the conference
- Company logo on BOINZ the Conference website as sponsor

\$7,000 + GST  
(All 3 days)



# Gala Dinner & Excellence Awards

Sponsor the Institute's most prestigious event. Our Gala Dinner and Excellence Awards night is the perfect opportunity to promote your brand and be in amongst delegates and invited guests from all over New Zealand.

This is a bespoke sponsorship opportunity where you can work closely with the BOINZ team to best achieve your sponsorship goals. Sponsorship will be negotiated based on the level of agreed exposure.

## Potential benefits:

- Naming rights or in partnership with BOINZ
- Opportunity to Host a VIP table at the dinner (8 people max)
- Present a 5 minute speech during the evening
- Opportunity to have an organisation representative on stage to present an award
- Promotion of event prior to conference on BOINZ channels, promoting your organisation and sponsorship of the event
- Company logo to be beamed onto the walls with a digital projector throughout the evening.
- Organisation banners/marketing collateral displayed at the event
- Company logo on all marketing material as the Official Sponsor of the Gala Dinner and Excellence Awards
- Branded gift for each guest
- Best Dressed award on the night

**For more information please contact [Marketing@boinz.org.nz](mailto:Marketing@boinz.org.nz)**



Gala Dinner & Excellence Awards 2023, Auckland Town Hall



# SPONSORSHIP OPPORTUNITIES

## Keynote Speakers

Sponsor a keynote speaker who will add valuable content to the event.

- Five minute introduction on stage by a company spokesperson before speaker
- Recognition from the MC and the speaker
- Sponsor logo on conference material
- Included on relevant communication sent out to members and delegates
- Company logo on BOINZ Conference website as sponsor

*Sponsorship fees vary depending on speaker. Please contact us on [events@boinz.org.nz](mailto:events@boinz.org.nz) to arrange.*

**From \$4,000 + GST**



## Catering Breaks

Promote your organisation as the Catering Break sponsor - Morning Tea, Lunch or Afternoon Tea or Full Day Catering

- Catering break promoted as "(Company name) Lunch/Morning Tea/Afternoon Tea"
- Present a 2 minute speech during the function
- Introduction from the Exhibition Area MC and mentioned in general MC announcements on the day
- Company logo on all marketing material as an Official Sponsor of the Catering Break

Morning or Afternoon Tea per day

Lunch per day

Full Day Catering Sponsorship

**\$2,000 + GST**

**\$3,000 + GST**

**\$6,000 + GST**





# SPONSORSHIP OPPORTUNITIES

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## Breakout Rooms

\$2,000 + GST

Sponsor one of our Breakout Rooms. Presentations or workshops will be held in this room over three days, so take this opportunity to sponsor and support these educational sessions.

- Logo and branding on the signage for the room
- Logo on screen in the room
- Quarter page advertisement in the Delegate Handbook
- Sponsor logo in conference material
- Company logo on BOINZ Conference website as sponsor

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## Wednesday Juice Bar

\$2,500 + GST

Sponsor a refreshing juice bar for our delegates to access the day after the Gala Dinner - available in the morning and during catering breaks. It will be most appreciated after a late night on Tuesday!

- Logo, branding and marketing collateral displayed near the juice station
- Quarter page advertisement in the Delegate Handbook
- Mentioned in general MC announcements during Conference
- Company logo on the BOINZ Conference website as sponsor

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## Conference Headshots

\$2,500 + GST

In our commitment to enhancing the attendee experience, we're introducing the incredibly popular Headshot Booth.

We're offering attendees the chance to obtain high-quality digital headshots during the conference. Images can be utilised as professional profile photos on platforms like LinkedIn, boosting their online presence and networking potential.

- Logo, branding and marketing collateral displayed at the photo booth
- Quarter page advertisement in the Delegate Handbook
- Mentioned in general MC announcements during Conference
- Company logo on the BOINZ Conference website as sponsor

# SPONSORSHIP OPPORTUNITIES

## Showcase Your Company Video

\$5.000 + GST

Do you have a groundbreaking video that you'd like to showcase to our attendees? We're actively seeking fresh and innovative content to feature just before a break. Please ensure that the video is no longer than 5 minutes, and please be aware that the BOINZ team will need to review it for acceptance.

- Company logo on the BOINZ Conference website as sponsor

## Conference Bags

\$4.000 + GST

Each individual attending Conference 2024 will receive a bag, which will include all event materials. As sponsor of the bag, your organisation will receive the benefits listed below, as well as having your logo printed (one colour) on the bag.

- Organisation logo (one colour only) included on Conference 2024 bag
- Insert in the Conference 2024 bags
- Recognition in the Conference 2024 programme
- Acknowledgment on Conference 2024 Website - name, logo and website link.
- Continued exposure post Conference 2024 with delegates use of bag

The Bag will be selected and supplied by BOINZ Conference 2024 organiser.



Conference bags, Annual Conference & Expo 2023



# SPONSOR/EXHIBITOR APPLICATION FORM

## CONTACT DETAILS

Organisation Name

Name (Main Contact)

Phone

Email

Billing Address

City

Post Code

Purchase Order Number

Accounts Email Address

## PAYMENT DETAILS

All prices are in New Zealand dollars and exclude GST. Invoices are payable within one month of invoice, or prior to the conference, whichever is earliest.

I will pay with credit card with the details belowPlease invoice me

Please charge NZD \$ . + GST

Card Type

Card #

Expiry Date

CVV Number

Signature

Date

## EXPO OPTIONS

Single Stand (Member)	\$4500
Single Stand (Nonmember)	\$5500
Double Stand (Member)	\$8500
Double Stand (Nonmember)	\$9500
Additional Representative	\$899

## SPONSORSHIP OPTIONS

Barista Coffee Cart	\$7000
Juice Bar	\$2500
Welcome Networking Function	\$7000
Gala Dinner & Excellence Awards	POA
Keynote Speaker	\$4000
Breakout Room	\$2000
Catering Break (Morning)	\$2000
Catering Break (Afternoon)	\$2000
Catering Break (Lunch)	\$3000
Full Day Catering	\$6000
Conference Bags	\$4000
Conference Headshots	\$2500
Showcase Your Company Video	\$5000

We hereby acknowledge that this stand/sponsorship booking will be accepted under the terms and conditions stated below and on the Institute's website. By purchasing a stand and/or sponsorship, we confirm that our nominated attendees will act in an ethical and professional manner in respect of individuals and companies that are associated with the Institute. I understand that failure to do so may result in removal of representatives from this event and may prevent our organisation and representatives from working with the Institute at future events and sponsorship opportunities.

**Assignment of space:**  
Requests for exhibition space must be made on the site application form and will be assigned on a space available basis. The Institute reserves the right to assign or reassign stand allocation space so that the arrangement of the exhibition is in the best interest of the attendees and the exhibitors.

**Reservation of sites:**  
Applications for space will only be accepted and confirmed through completion of this form and upon payment of the deposit amount.

**Payment for expo stand:**  
A deposit amount of \$1500 + GST is payable for each stand ordered. No application will be processed until the deposit is received. The balance must be paid in full by Friday 1st April 2024 and, if not received, the contract may be considered canceled by the Institute and the stand reassigned. Warning will be given by the Institute 3 days prior to reassigning.

**Cancellation and withdrawal:**  
All cancellations must be received in writing by the Institute as soon as possible. Cancellations received prior to Friday 1st April 2024 will receive a 50% refund of the deposit. Cancellations received after Friday 1st April 2024 will not receive a refund of the deposit.

Signature

Date

# EXHIBITOR DETAILS

## EXHIBITOR DETAILS

STAND PREFERENCE 1ST \_\_\_\_\_ 2ND \_\_\_\_\_ 3RD \_\_\_\_\_

### REPRESENTATIVE 1

*(Included in single and double expo stand price)*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Job Title \_\_\_\_\_

Dietary Requirements \_\_\_\_\_

### REPRESENTATIVE 2

*(Included in single and double expo stand price)*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Job Title \_\_\_\_\_

Dietary Requirements \_\_\_\_\_

### REPRESENTATIVE 3

*(Included in double expo stand price)*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Job Title \_\_\_\_\_

Dietary Requirements \_\_\_\_\_

### REPRESENTATIVE 4

*(Included in double expo stand price)*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Job Title \_\_\_\_\_

Dietary Requirements \_\_\_\_\_

