

# NATIONAL PUBLIC SECTOR FLEET MANAGERS' CONFERENCE 2022

## **SUSTAINABILITY**

*Navigating Fleet Management to Net Zero 2050*

Brisbane 3 - 4 November 2022



### ***Sponsor and Exhibitor Packages***

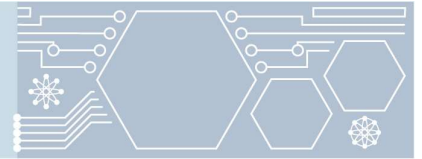
**Location:**  
Royal on the Park  
152 Alice Street  
Brisbane QLD 4000

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[www.NPSFMC.com](http://www.NPSFMC.com)

**Hosted By:**  
**QFleet**

Supported by the Fleet Management  
Business Improvement Group (FMBIG)  
which comprises all Australian  
Commonwealth, State and Territory  
Government Fleet Managers who meet  
periodically for knowledge sharing,  
benchmarking and networking.

**Management Solutions (Qld) Pty Ltd**  
[npsfmc@managementsolutions.net.au](mailto:npsfmc@managementsolutions.net.au)



# Who is the Fleet Management Business Group (FMBIG)?

The National Public Sector Fleet Managers' Conference (NPSFMC) is an annual initiative of the Fleet Management Business Improvement Group (FMBIG) which comprises all Australian Commonwealth (1), State (6) and Territory (2) Government Fleet Managers who meet periodically for knowledge sharing, benchmarking and networking. FMBIG members have acted as initiators and negotiators with vehicle manufacturers, importers, dealerships, vehicle disposal agents and key industry stakeholders such as ANCAP regarding minimum safety standards for public sector vehicle fleets. FMBIG members have been innovative leaders in safety, environmental, social and financial initiatives relating to all aspects of fleet management and the NPSFMC is the mechanism for sharing this knowledge with all levels of government.

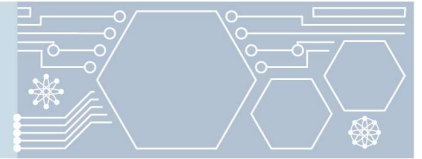
# National Public Sector Fleet Managers' Conference

The National Fleet Managers' Conference brings together the Commonwealth, State and Territory Government Fleet Managers together in one place to hold key meetings and to stage an event focusing on standards, policy, issues, opportunities, and partnerships in fleet management. Importantly, the Conference also focuses on the future – trends, emerging technology and changing patterns around mobility. The conference includes local government fleet managers and suppliers. Fleets across passenger vehicles, 4WD, police vehicles and yellow fleet are included. The delegation is made up of government representatives and government funded research and policy organisations. Visit [www.npsfmc.com](http://www.npsfmc.com) for more information.

# Join Us

After a two-year COVID induced break the National Public Sector Fleet Managers Conference (NPSFMC) is returning to Brisbane, 3-4 November 2022.

The NPSFMC allows suppliers and industry experts from around the country to engage with Federal, State and Local Government Fleet Managers regarding industry trends, public sector fleet management policy and the future of fleet management. The conference runs over 1.5 days of content rich and stimulating topics, interactive panels and regular Q&A sessions.



## Conference Theme

### **Sustainability: Navigating Fleet Management to Net Zero 2050**

This year the NPSFMC focuses on the many factors that will influence fleets as we meet Net Zero by 2050 commitments. It will cover:

- all things related to EVs;
- mobility as a service and share economy;
- emerging technologies;
- connected fleets;
- charging networks;
- vehicle safety, and;
- sustainability in practice.

In addition to this primary theme, the conference will also focus on immediate issues facing fleet managers and emerging trends such as:

- supply chain issues;
- impacts of rising fuel costs;
- acquisition and disposal delays;
- telematics, and;
- specialised vehicle components and builds.

## Host, Date and Location

After a two-year hiatus we are looking forward to a thorough examination of critical issues affecting fleet management and another highly successful event.

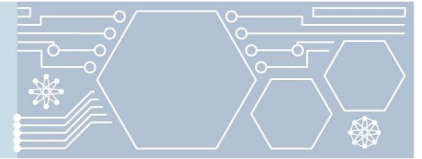
The NPSFMC is the most effective way to network with public sector fleet managers from across Australia. The 2022 Conference will be hosted by QFleet in Brisbane and is being held at Royal on the Park, right in the centre of the city.

**Host:** QFleet (<https://www.forgov.qld.gov.au/mail-facilities-and-vehicles/vehicles/qfleet>)

**Date:** Thursday 3 and Friday 4 November 2022

**Location:** Royal on the Park, 152 Alice St, Brisbane

**Web:** [www.npsfmc.com](http://www.npsfmc.com)



# Getting Involved in the National Public Sector Fleet Managers' Conference

The annual conference is a national event and brings together the key officials involved in fleet planning, acquisition, management, maintenance, connectivity and disposal. The conference moves from state to state each year and all jurisdictions are represented. As a stakeholder in the fleet management industry you can register to attend the conference and obtain a content rich update on the diverse range of issues that Navigating to Net Zero 2050 will involve.

While the conference has a rich program of speakers, there are significant opportunities to engage with the delegates through a dedicated trade room where all meals and teas are served. Informal seating areas and continuous tea and coffee is served for catch up side meetings. There are a limited number of opportunities to host the two major networking events. The full range of support opportunities are set out below.

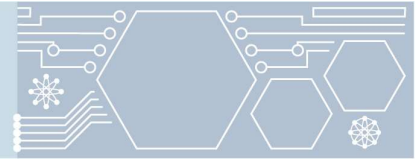
## Networking and Program Support Sponsorship

The public sector manages the largest vehicle fleet in Australia. There is an enormous array of products and services that power and maintain this fleet. As we move to Net Zero 2050 more and more non-traditional skills are being brought into fleet management. Take the opportunity to present your business to fleet managers across the nation's public sector. Promote your products and services and network with this influential group of fleet managers.

From delegate surveys it is very clear that networking is the single most valued attribute of the Conference.

Some 40% of delegates rate networking as the main reason for attending the Conference. Similarly, the program is a vital driver of attendance – nominated as the main reason for attending by some 30% of delegates together with the reputation of individual speakers at some 20%.

Sponsorship of the conference supports the attributes that are most valuable to delegates – great networking opportunities, engaging and inspirational speakers and a dynamic and relevant program. Sponsorship also supports as many public sector fleet managers as possible to attend through keeping registration costs minimised.



The program below outlines the full range of sponsorship opportunities at the NPS Fleet Managers Conference.

**Major Partner (Pre-Conference Networking Event –  
Wednesday Evening 2 November  
+ International Keynote Sponsor)  
EXCLUSIVE SPONSORSHIP OPPORTUNITY**

**\$15,000+GST**

In recognition of the vital importance of networking and speaker quality, the Major Partner of the Pre-Conference Networking Event will also be recognised as the sponsor of an International Keynote Speaker. In these turbulent times when Australia is dealing with issues common across the globe, it is vital that an international perspective is brought into the conference floor. The successful sponsor will be recognised for its contribution to both the networking opportunities and the speaking program, bringing greater depth and relevance to the sponsor's support of the conference.

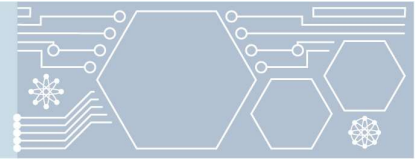
The Major Partner (Pre-Conference Networking Event + International Keynote Sponsor) package is a premium option available to just **one** organisation. It is an opportunity to engage with senior fleet managers from all three tiers of Government and the not-for-profit sector and support the quality of the conference keynote program.

The Pre-Conference Networking Event sets the pace for the entire conference and provides the sponsor the opportunity to meet with existing and potential clients in a relaxed and informal setting. In previous years, the Pre-Conference Event has been a huge highlight of the conference.

The Major Partner (Pre-Conference Networking Event + International Keynote Sponsor) includes:

- Naming rights over the Pre-Conference Networking Event
- Opportunity to host the exclusive event for conference delegates (Fleet Managers only) based on your choice of venue and entertainment
- Short welcome address to guests at the function
- One complimentary booth or vehicle display spot in the Trade Room
- Organisation's banner prominently displayed at the conference plenary room and Trade Room
- Organisation logo on plenary room sponsor's banner (size based on level of sponsorship)
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling Powerpoint sponsor recognition during breaks and at the beginning and end of sessions.
- 4 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 2 print/gift items at the trade sponsor collateral tables
- Recognition (through logo and MC statement) as an International Keynote Sponsor
- Opportunity to provide a brief introduction of the supported International Keynote Speaker.

**Note:** The Pre-Conference Event Sponsorship Package only secures the right to host the event. The sponsor of the event will be responsible for transport costs to and from the event, venue hire, catering and entertainment. The selection of the supported International Keynote speaker is the responsibility of the Conference Convenor.



**Major Sponsor (Conference Dinner Networking  
Event + National Keynote Sponsor) –  
Thursday Evening 3 November  
EXCLUSIVE SPONSORSHIP OPPORTUNITY**

**\$11,500 +GST**

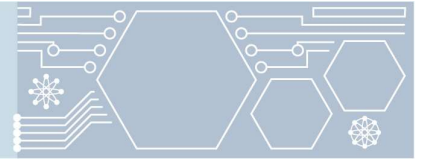
In recognition of the vital importance of networking and speaker quality, the Major Partner of the Conference Dinner Networking Event will also be recognised as the sponsor of a National Keynote Speaker. In these turbulent times when Australia is dealing with issues common across the states and territories, it is vital that a national perspective is brought into the conference floor. The successful sponsor will be recognised for its contribution to both the networking opportunities and the speaking program, bringing greater depth and relevance to the sponsor's support of the conference.

The Major Sponsor (Conference Dinner Networking Event + National Keynote Sponsor) package is a premium opportunity available to just **one** organisation. It is an opportunity to engage with senior fleet managers from all three tiers of Government and the not-for-profit sector and support the quality of the conference keynote program.

The Conference Dinner Networking Event at the mid-point of the conference provides the sponsor the opportunity to meet with existing and potential clients in a relaxed and informal setting. This event builds on the networking that has been achieved pre-conference and after the first day of the event.

The Major Partner (Conference Dinner Networking Event + National Keynote Sponsor) includes:

- Naming rights over the Conference Dinner Networking Event
- Opportunity to host an exclusive event for conference delegates (Fleet Managers only) based on your choice of venue and entertainment
- Short welcome address to guests at the function
- One complimentary booth or vehicle display spot in the Trade Room
- Organisation's banner prominently displayed at the conference plenary room and Trade Room
- Organisation logo on plenary room sponsor's banner (size based on level of sponsorship)
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling sponsor recognition during breaks and at the beginning and end of sessions
- 4 complimentary conference registrations
- 2 print/gift items at the trade sponsor collateral tables
- Recognition (through logo and MC statement) as an International Keynote Sponsor
- Opportunity to provide a brief introduction of the supported International Keynote Speaker



**Note:** The Conference Dinner Event Sponsorship Package only secures the right to host the event. The sponsor of the event will be responsible for transport costs to and from the event, venue hire, catering and entertainment. The selection of the supported National Keynote speaker is the responsibility of the Conference Convenor.

It is expected that both these packages will be highly sought after. It is therefore requested that you submit an imaginative event proposal (covering transport, venue, catering and entertainment) with your Sponsorship Request Form by **5pm 29 July 2022**. The NPSFM Conference Organising Committee will then decide the successful sponsor for each package. Unsuccessful applicants will be given the opportunity to sponsor other elements of the conference.

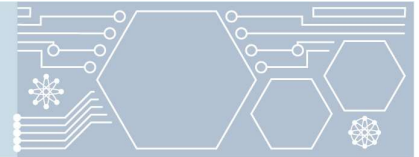
**National Keynote Sponsor**  
**MULTIPLE OPPORTUNITIES**

**\$4,500+GST**

From post conference surveys, the quality of keynote speakers is the most important consideration for 20% of delegates in deciding whether to attend the conference. This year will see the stepping up of International and National Keynote Speakers.

Sponsoring a National Keynote Speaker enables your organisation to show support for the event as well as promote your organisation directly to delegates. Benefits of being a National Keynote Speaker Sponsor include:

- Recognition (through logo and MC statement) as an National Keynote Sponsor
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling PowerPoint sponsor recognition during breaks and at the beginning and end of sessions.
- Organisation's banner prominently displayed at the conference plenary room
- Organisation logo on plenary room sponsor's banner (size based on level of sponsorship)
- 2 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 1 print/gift item at the trade sponsor collateral tables



### MC Sponsor

Thursday 3 November & Friday 4 November  
**EXCLUSIVE SPONSORSHIP OPPORTUNITY**

**\$4,000+GST**

Our professional Master of Ceremonies, John Boland brings an extraordinary depth of knowledge and understanding of the industry to the event. He knows how to get the most out of speakers and to ensure delegates have a chance to contribute to discussions. He ensures the smooth and timely running of the event. Sponsorship of the MC is a valuable contribution and an opportunity to profile your organisation. The MC Sponsor package provides a range of benefits including:

- Acknowledgement by MC during Conference
- Organisation's banner prominently displayed at the conference plenary room and Trade Room
- Organisation logo on plenary room sponsor's banner (size based on level of sponsorship)
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling PowerPoint sponsor recognition during breaks and at the beginning and end of sessions.
- 2 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 1 print/gift item at the trade sponsor collateral tables

### Conference Host - Day 1

Thursday 3 November  
**ONE ONLY**

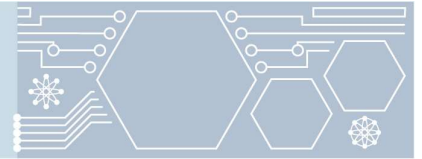
**\$12,500+GST**

The first day of the conference will pursue ambitious and stimulating agendas. The day will feature International and National Keynote speakers, panel sessions and innovative new products. Delegates are encouraged to participate and there are numerous Q&A sessions. Your organisation has the opportunity to support the event and promote your organisation.

The Host – Day 1 Package includes:

- Cost of morning tea, lunch and afternoon tea for delegates (supplied by Royal on the Park)
- Morning session commencement welcome and brief address (10 minutes) – Day 1
- Organisation's banner prominently displayed at the conference plenary room and Trade Room
- Organisation logo on plenary room sponsor's banner (size based on level of sponsorship)
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling PowerPoint sponsor recognition during breaks and at the beginning and end of sessions.
- 3 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 2 print/gift items at the trade sponsor collateral tables





**Conference Host - Day 2**  
**Friday 4 November**  
**ONE ONLY**

**\$8,750+GST**

The second day of the conference will continue pursue ambitious and stimulating agendas. This half-day program will feature International and National Keynote Speakers, a panel session and innovative new products. Delegates are encouraged to participate and there are Q&A sessions. Your organisation has the opportunity to support the event and promote your organisation.

The Conference Host– Day 2 Package includes:

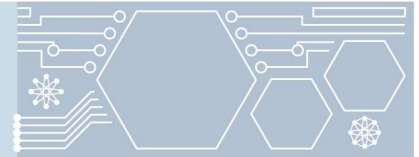
- Cost of morning tea, lunch for delegates
- Morning session commencement welcome and brief address (10 minutes) – Day 2
- Organisation’s banner prominently displayed at the conference plenary room and Trade Room
- Organisation logo on plenary room sponsor’s banner (size based on level of sponsorship)
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling sponsor recognition during breaks and at the beginning and end of sessions.
- 3 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 2 print/gift items at the trade sponsor collateral tables

**Conference Support Partner**  
**MULTIPLE OPPORTUNITIES**

**\$2,900+GST**

An important way of contributing to the quality of the conference program as well as promoting your organisation directly to delegates. Benefits of being a Conference Support Partner include:

- Organisation’s banner prominently displayed in the conference foyer
- Organisation logo on plenary room sponsor’s banner (size based on level of sponsorship)
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling sponsor recognition during breaks and at the beginning and end of sessions.
- 1 complimentary conference registration, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 1 print/gift item at the trade sponsor collateral tables



**Conference Coffee Cart Partner -  
3 November & Friday 4 November  
ONE ONLY**

**\$4,500+GST**

Nothing impresses delegates more than freshly brewed quality coffee. There is an opportunity to sponsor a coffee cart within the Trade Centre for delegates arriving early and throughout the day and a half of the event and promote your organisation.

The Conference Coffee Cart Sponsor Package includes:

- Organisation's banner prominently displayed at the Coffee Cart in the Trade Room
- Organisation logo on plenary room sponsor's banner (size based on level of sponsorship)
- Logo included in rolling sponsor recognition during breaks and at the beginning and end of sessions.
- 1 complimentary conference registration, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 1 print/gift items at the trade sponsor collateral tables
- Logo and company link in Conference e-Program and NPSFMC website
- Logo included in rolling sponsor recognition during breaks and at the beginning and end of sessions.

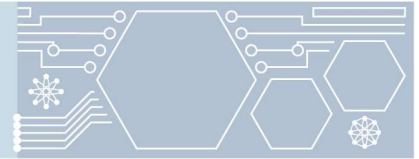
**Innovative Product Showcase –  
Thursday 3 November  
FOUR PLACES ONLY**

**\$1,000+GST**

The concept of the showcase is to set aside a session on Day 1 to allow trade displayers (who apply for this optional presentation) to apply to make a 5-minute presentation on products that demonstrate true innovation and breakthrough technology. Up to four products will be featured. The products must demonstrate innovation and application to fleet management prior to acceptance into the program.

Additional benefits of presenting in the Innovative Product Showcase include:

- Logo and company link in Conference e-Program and NPSFMC website
- 1 print/gift items at the trade exhibitor collateral tables



## Trade Room Display Packages

**Trade Booth Exhibitors –**  
**Thursday 3 November & Friday 4 November**

**\$4,250+GST**

With Local, State and Federal Government Fleet Managers in attendance, a booth in the trade room provides you with the best opportunity to showcase your organisation. It also provides you the opportunity to network with attendees throughout the conference – prior and after sessions, meal and tea breaks. Benefits of taking out a Trade Room booth include:

- 3x2m trade booth
- Organisation logo on trade room exhibitor's banner
- Logo and company link in Conference e-Program and NPSFMC website
- 2 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 2 print/gift items at the trade exhibitor collateral tables

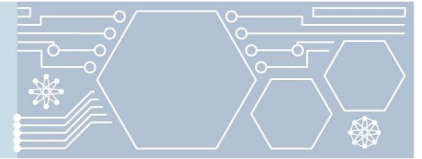
**Trade Display Exhibitors –**  
**Thursday 3 November & Friday 4 November**

**\$3,750+GST**

With Local, State and Federal Government Fleet Managers in attendance, a trade display table and free-standing banner in the trade room provides you with a great opportunity to showcase your organisation. It also provides you the opportunity to network with attendees throughout the conference – prior and after sessions, meal and tea breaks. Benefits of taking out a Trade Display include:

- 3x2m display space – (note provide your own furniture and banner/spider display)
- Logo in Conference e-Program and NPSFMC website
- 2 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)
- 2 print/gift items at the trade sponsor collateral tables

**Note:** Trade Display Partners will be responsible for organising their own furniture (or alternatively through the Conference Equipment supplier, details will be supplied by Conference Co-ordinator).



**Vehicle Exhibitor –**  
**Thursday 3 November & Friday 4 November**  
**LIMITED OPPORTUNITIES**

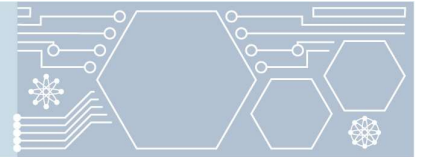
**\$3,500+GST**

A very popular exhibitor opportunity that gives manufacturers the chance to showcase their latest models to delegates. This package is a low-cost opportunity with a big reward. Benefits of taking out a Vehicle Sponsorship include:

- Single vehicle spot located in the Trade Room (additional vehicle spots may be available at an additional cost of \$3,000+GST per vehicle)
- Logo in Conference Program and NPSFMC website
- 2 complimentary conference registrations, including the Sponsor and Trade Exhibitor Networking Dinner event (3 November)

**Note:** Requirements for special lighting or other display options will be quoted on a case by case basis. Due to the accessibility of the Conference Venue a Vehicle Sponsor may be able to arrange vehicle test drives for delegates after lunch on Day Two.

**Additional Registrations:** Sponsors may increase the number of attendees at the Conference over and above those included in the sponsorship packages at a cost of **\$725+GST** per person.



# Trade Room Layout

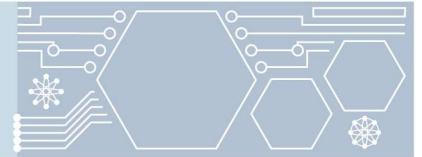


## **Royal on the Park, Brisbane**

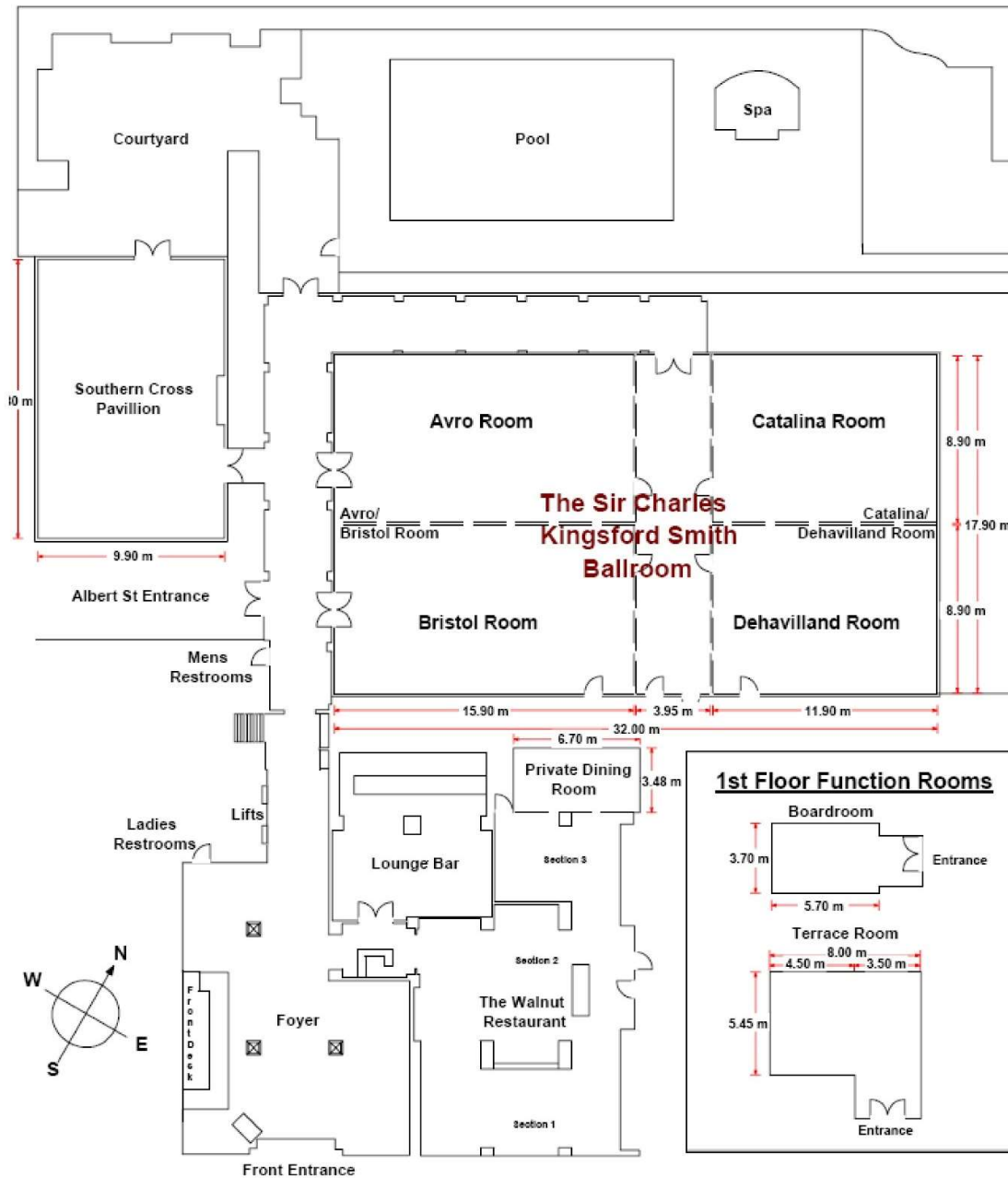
Preliminary ground floor configuration

Catalina and Dehavilland Rooms - Plenary

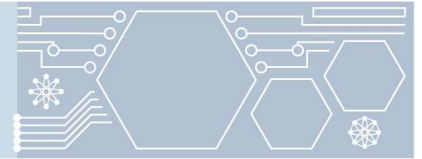
Avro and Bristol Rooms - Trade Booths and Car Sponsors



## Ground Floor Function Room Floor Plan



Royal on the Park Hotel & Suites  
 152 Alice Street, Brisbane City  
[www.royalonthepark.com.au](http://www.royalonthepark.com.au) | [meet@royalonthepark.com.au](mailto:meet@royalonthepark.com.au) | 07 3221 3411



## Accommodation

Delegates and Sponsors are asked to organise their own Conference accommodation.

Accommodation is available at the Conference venue. Royal on the Park is a 4.5 star hotel located in the CBD opposite the Brisbane Botanic Gardens in the Parliamentary Precinct. The location provides easy access to the freeway (Gold Coast and Sunshine Coast) and is a short walk to the Queen Street Mall.

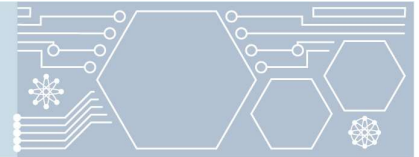
Distance to:

Brisbane Airport – 16 kms (22 minutes drive via airport link)

Central Train Station – 1.3kms (15 minute walk)

Onsite car parking is available for conference delegates at \$30 per vehicle for the day or overnight guests at \$35 per 24 hours, subject to availability. Prices subject to change without notice.

More information about accommodation will be updated to the conference website [npsfmc.com](http://npsfmc.com) as it becomes available.



# Transport

## Bus (From Airport to venue)

Con-x-ion operates from both Terminals with a pick up and drop off service that goes door-to-door to dozens of locations around Brisbane, the Gold Coast and Sunshine Coast.

Tickets can be purchased online or at the sales kiosk at each Terminal. To book visit the [Con-X-ion website](#).

Alternatively, The SkyBus Brisbane City Express operates airport transfers from Brisbane Airport to several stops in Brisbane City. The SkyBus is available at both the Domestic and International Terminals with regular departures throughout the day.

Tickets can be purchased online or at the sales kiosk at the Domestic Terminal. To book visit the [SkyBus website](#).

## Taxi (From Airport to venue)

Taxis are available 24/7 from sheltered ranks right outside the Domestic and International Terminals. During peak times, Kerbside Officers are on hand to assist.

- At the **Domestic Terminal**, the taxi rank is located centrally in the front of the Terminal building.
- At the **International Terminal**, you will find the cab rank in front of the Terminal on the Level 2 Arrivals Road, through the doors and out to the left.

Passengers can expect to pay \$45 - \$55 (one way for a trip from the airport to Brisbane City). Please note there is a fee of \$4.00 added to any fares collected from the airport. Remember that toll road fees are in addition to any cab fare and are the responsibility of the passenger.

Outside of peak periods, it is approximately a 20 minute drive from the airport to the city.

13cabs: 13 22 27

Black & White Cabs: 13 22 22

## Airport Train

The Airtrain is a quick and easy option for getting to and from the airport. Brisbane Airport is just 20 minutes by train to Brisbane City.

Train services run every 15 minutes during peak times and every 30 minutes off-peak periods.

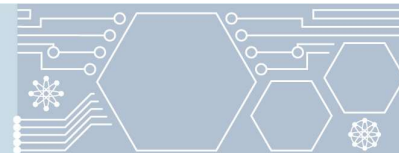
To use this service, you can pre-book discounted tickets before arriving on the [Airtrain website](#), purchase tickets at the Airtrain Domestic or international Stations, which are located directly outside the terminal, or use a Translink *go card*. For more information on GoCards, visit the [Translink website](#).

For more information including ticket pricing and travel planners, visit the [Airtrain website](#).

Hours of operation

- Weekdays: 5:04am - 10:04pm
- Weekends: 6:04am - 10:04pm



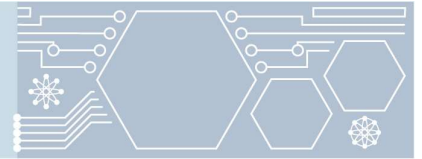


# Sponsor and Exhibitor Request Form

Please return Sponsor and Exhibitor Request Form to [npsfmc@managementsolutions.net.au](mailto:npsfmc@managementsolutions.net.au) (print, complete, scan or photo) or call Belinda Ha at Management Solutions (Qld) Pty Ltd on +61 474 747 773 or complete online at <https://forms.npsfmc.com/packages>

ORGANISATION & CONTACT DETAILS	
<b>Contact name</b>	
<b>Organisation</b>	
<b>Address</b>	
<b>Business Telephone</b>	
<b>Mobile phone</b>	
<b>Email</b>	

SPONSOR AND EXHIBITOR PACKAGES			
Pre-Conference Networking Event* + International Keynote Sponsor (one only)	Wednesday Evening 2 November	\$15,000 + GST	<input type="checkbox"/>
Conference Dinner Networking Event* +National Keynote Sponsor (one only)	Thursday Evening 3 November	\$11,500+ GST	<input type="checkbox"/>
Conference Host Day 1 (one only)	Thursday, 3 November	\$12,500 + GST	<input type="checkbox"/>
Conference Day Two (half day, one only)	Friday, 4 November	\$8,750+ GST	<input type="checkbox"/>
National Keynote Sponsor (multiple opportunities)	Day 1 & 2	\$4,500 + GST	<input type="checkbox"/>
MC Sponsor	Day 1 & 2	\$4,000 + GST	<input type="checkbox"/>
Conference Support Partner	Day 1 & 2	\$2,900 + GST	<input type="checkbox"/>
Coffee Cart Sponsor**	Day 1 & 2	\$4,500 + GST	<input type="checkbox"/>
Innovative Product Showcase***	Day 1	\$1,000 + GST	<input type="checkbox"/>
Trade Booth Exhibitor	Day 1 & 2	\$4,250 + GST	<input type="checkbox"/>
Trade Display Exhibitor	Day 1 & 2	\$3,750 + GST	<input type="checkbox"/>
Vehicle Exhibitor (limited opportunities)	Day 1 & 2	\$3,500 + GST	<input type="checkbox"/>



## NOTE

\* Sponsorship of the Pre-Conference Networking Event and the Conference Dinner Networking Event are competitive and will be determined by the NPSFM Conference Organising Committee. Sponsor applications for these packages should submit an event proposal by **5pm Friday 29 July 2022**. Sponsors of this category will be responsible for their own event costs. All other categories are on a first come basis.

\*\* Fixed price includes all coffees and consumables – environmentally friendly cups and spoons.

\*\*\* By application only, available to accepted trade displayers only.

On receipt of a sponsorship request form, Management Solutions (Qld) will advise availability of the chosen sponsorship package and issue a tax invoice. The tax invoice will contain payment details. Sponsorship is **ONLY** confirmed on receipt of payment. Payment must be received no later than **Friday 30 September 2022**. Payment not received by this date, with no other terms being agreed to, will result in the sponsorship booking being forfeited.

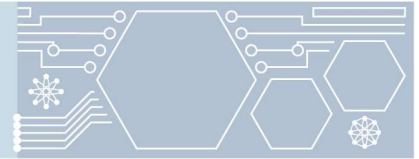
## COVID-19 Policy

The NPSFMC will comply with government requirements for health and safety as applicable at the time. This may mean that the format of presentations may change, depending on the circumstances. The conference organiser Management Solutions (Qld) Pty Ltd will provide notice to all delegates, trade displayers, speakers and suppliers should this be necessary.

The NPSFMC 2022 is an in-person event. If an in-person event is unable to proceed due to COVID-19 government-imposed restrictions, we will consider our options to either move to a virtual delivery or postpone to another time.

If you are unable to travel to the Conference due to Government imposed travel restrictions, you will be offered a full refund of your registration **cost**. Accommodation refunds will be subject to the Royal of the Park cancellation policy. Refer to <https://www.royalonthepark.com.au/terms-conditions>

If, due to COVID-19 restrictions, the conference has to be transferred either to the virtual delivery platform or to new dates, your registration will be transferred. However, if the conference is postponed to a new date, and this date is unsuitable, your registration will be refunded in full.



# Registration Policies

## Delegate Registration

A registration is assigned to a single person. Single registrations cannot be split across multiple delegates. All delegates will be provided with an official conference name tag which will identify the delegate category and access to networking activities. Name tags should be worn at all times.

Cancellation of a registration before **3 October 2022** will result in a 50% refund. Cancellations made after that date are not refundable.

If a delegate registrant is unable to attend the conference for any reason they may substitute, by arrangement with Management Solutions (Qld) Pty Ltd, someone else to attend in their place.

## Sponsors and Trade Exhibitors

All sponsorship cancellations must be made in writing to Management Solutions (Qld) Pty Ltd: Cancellations made before **30 September 2022** will receive a 50% refund. There will be no sponsorship cancellation refunds after **30 September 2022**.

## COVID-19 Refund Policy

If, on medical grounds, you are unable to attend the conference due to COVID, you must cancel your attendance by email to [belinda@managementsolutions.net.au](mailto:belinda@managementsolutions.net.au). A full refund will be provided upon receipt of a medical certificate.

The conference organisers are not liable for any delegate, exhibitor, or partner travel and/or accommodation costs associated with the cancellation or postponement of the NPSFMC 2022. Personal insurance policies should be referred to in these circumstances.

**Disclaimer:** The conference details are correct at the time of printing. Changes to the final conference structure and speakers' program may occur due to operational and administration issues or other factors outside the control of the conference organisers.