



# RIVERS GROUP CONFERENCE 2024

## SPONSORSHIP PROPOSAL



**Ka mua, ka muri**  
Walking backwards into the future

**6-8 November**  
Ahuriri | Napier

# INVITATION TO SPONSOR



## We would like to extend to you an opportunity to have your organisation associated with this year's Manatiaki Kōawa | NZ Rivers Group Conference: Ka mua, ka muri held in Ahuriri | Napier from 6-8 Nov

As you are aware, the success of events such as this depends significantly on sponsorship from organisations such as yours.

We would like to offer you the opportunity to profile your business at the Conference and attract support to your organisation from conference delegates. On behalf of the Organising Committee, we present the following sponsorship packages for this event.

We are happy to consider ideas and amendments to the packages that maintain the spirit of supporting the conference at the designated levels and we look forward to hearing from you.

## WHY SPONSOR

Sponsoring the 2024 Rivers Group Conference presents an opportunity for stakeholders to highlight their commitment and support to this unique sector. It offers your organisation:

- Showcase your latest innovation, products and services
- Increase awareness of your organisation's brand and reputation
- Raise your organisation's profile among delegates across all areas of Rivers research
- Demonstrate your organisation's contribution towards river management
- Broaden your network of potential customers by engaging them in a relaxed and informative environment

## PROGRAMME AT A GLANCE

EVENTS	WED 6 NOV	THURS 7 NOV	FRI 8 NOV
<b>Day</b>	Field Trip / Off Site Exhibitor Pack In	Keynote Speakers Open presentations	Network Breakfast Keynote Speakers
<b>Evening</b>		Conference Dinner	

## CONTACT

**Tracy Young**

OnCue Conferences

Phone: +64 3 928 0620

Email: [tracy@on-cue.co.nz](mailto:tracy@on-cue.co.nz)

For updates visit the website at [riversconference2024.co.nz](http://riversconference2024.co.nz)

# SPONSORSHIP PACKAGES SUMMARY



SPONSORSHIP PACKAGE BENEFITS	MAJOR \$6,000	PREMIUM \$4,000	SUPPORTER \$2,000
Maximum number available	2	4	6
<b>PROFILE – Your logo will appear on</b>			
The conference website home page	✓	✓	✓
The conference website sponsors page, with a link to your website	✓	✓	✓
All banners used throughout the conference	✓	✓	✓
Inside the conference handbook (printed and online PDF)	✓	✓	✓
The sponsors slide, displayed during the housekeeping each day	✓	✓	✓
The holding slide, displayed at the start of the conference each day	✓	✓	
The cover of the conference handbook (printed and online PDF)	✓		
The delegate conference registration form	✓		
The conference website exhibitors page, with a link to your website	✓		
All conference delegate name tags	✓		
<b>PUBLICITY – Your company will receive</b>			
Advertisement included in the conference handbook (A4)	Full	Half	Quarter
Advertisement displayed on digital screens at venue	✓	✓	✓
Sponsor marketing material that will be made available to all attendees	✓	✓	✓
Verbal recognition by the Conference MC at the beginning of each day	✓	✓	✓
<b>NETWORKING BENEFITS</b>			
ONE exhibition stand (includes: booth, wall and sides, company fascia sign and two 150w spotlights) *	3 x 1.2 m (Single)	50% off 1 3 x 1.2 m	25% off 1 3 x 1.2 m
Opportunities to engage with attendees at conference	✓	✓	✓
Full conference registrations	2	1	1
Dinner tickets	2	1	

Costs are GST exclusive. \*Subject to minimum numbers

# SPONSORSHIP PACKAGES



## MAJOR \$6,000 (2 AVAILABLE)

A Major Sponsor is viewed as a key event partner and will receive considerable exposure and recognition through the following benefits.

### PROFILE

Your logo will appear on:

- The conference website home page and sponsors page, with a link to your website
- All banners used throughout the conference
- The cover and inside the conference handbook (printed and available online as a PDF)
- The sponsors slide, displayed during the housekeeping each day
- The holding slide, displayed at the start of the conference each day
- The delegate conference registration form
- The conference website exhibitors page, with a link to your website
- All conference delegate name tags

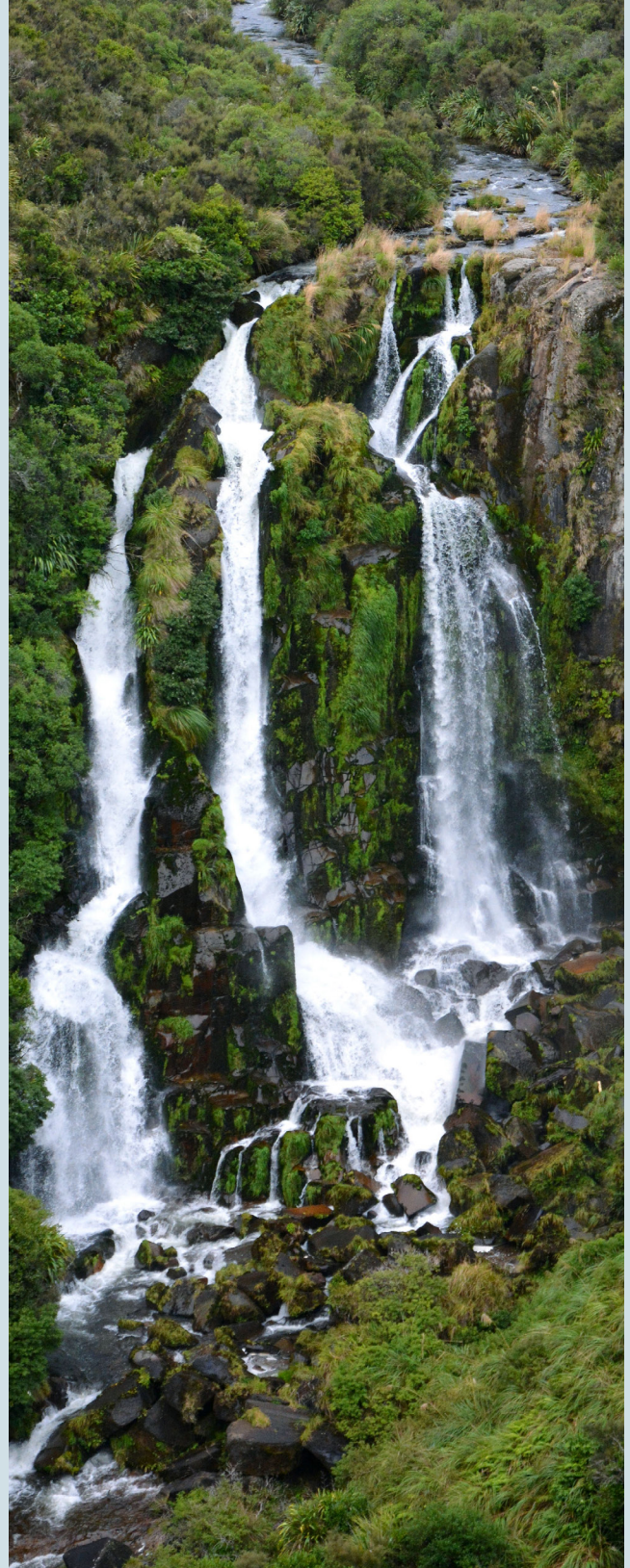
### PUBLICITY

Your organisation / company will receive:

- One full page advertisement included in the conference handbook (artwork to be supplied by sponsor)
- Advertisement displayed on screens in conference venue (artwork supplied by sponsor)
- Sponsor marketing material
- Verbal recognition by the Conference MC at the beginning of each day

### NETWORKING BENEFITS

- ONE 3m x 1.2m (single) exhibition stand (includes: booth, wall and sides, company fascia sign and two 150w spotlights)
- Opportunities to engage with attendees at conference
- TWO full conference registrations
- TWO dinner tickets



# SPONSORSHIP PACKAGES



## PREMIUM \$4,000 (4 AVAILABLE)

As a premium sponsor, a package of advertising and promotion will be visible to all delegates throughout the conference and includes:

### PROFILE

Your logo will appear on:

- The conference website home page and sponsors page, with a link to your website
- Inside the conference handbook (printed and available online as a PDF)
- All banners used throughout the conference
- The sponsors slide, displayed during the housekeeping each day
- The holding slide, displayed at the start of the conference each day

### PUBLICITY

Your organisation/company will receive:

- One half page advertisement included in the conference handbook (artwork to be supplied by sponsor)
- Advertisement displayed on screens in conference venue (artwork supplied by sponsor)
- Sponsor marketing material
- Verbal recognition by the Conference MC at the beginning of each day

### NETWORKING BENEFITS

- 50% discount off a 3m x 1.2m (single) exhibition stand (includes: booth, wall and sides, company fascia sign and two 150w spotlights)\*
- Opportunities to engage with attendees at conference
- ONE full conference registration
- ONE dinner ticket

## SUPPORTER \$2,000 (6 AVAILABLE)

As a supporter, a package of advertising and promotion will be visible throughout the conference and includes:

### PROFILE

Your logo will appear on:

- The conference website home page and sponsors page, with a link to your website
- All banners used throughout the conference
- Inside the conference handbook (printed and available online as a PDF)
- The sponsors slide, displayed during the housekeeping each day

### PUBLICITY

Your organisation/company will receive:

- One quarter page advertisement included in the conference handbook (artwork to be supplied by sponsor)
- Advertisement displayed on screens in conference venue (artwork supplied by sponsor)
- Sponsor marketing material
- Verbal recognition by the Conference MC at the beginning of each day

### NETWORKING BENEFITS

- 25% discount off a 3m x 1.2m (single) exhibition stand (includes: booth, wall and sides, company fascia sign and two 150w spotlights)\*
- Opportunities to engage with attendees at conference
- ONE full conference registration

\*Subject to minimum numbers

# INDIVIDUAL SPONSORSHIP, EXHIBITION & ADVERTISING SUMMARY



INDIVIDUAL SPONSORSHIP OPPORTUNITIES	AVAILABLE	COST
Conference Dinner Sponsor	1	\$5,000
Networking Breakfast Sponsor	1	\$2,500
Poster Session Sponsor	1	\$1,500
Keynote Speaker Sponsor	3	\$1,000
Field Trip Sponsor	2	\$2,000
Lunch Breaks Sponsor	2	\$1,500
Tea Breaks Sponsor	4	\$700
Conference Notepads and Pens Sponsor *(Plus costs of writing pads/pens)	1 each	\$500 each*
App Sponsor	1	\$2500

EXHIBITION OPTIONS	AVAILABLE	COST
Exhibition Double package (6m x 1.2m booth)*	Limited	\$2,400
Exhibition Single package (3m x 1.2m booth)*	Limited	\$1,600

ADVERTISING OPPORTUNITIES	AVAILABLE	COST
Website footer banner (600px X 200px – displayed on a rotating basis)	3	\$850
Website side panel skyscraper (300px X 700px – displayed on a rotating basis)	4	\$600
Brochure listing	8	\$750
Handbook full page ad	2	\$650
Handbook half page ad	3	\$450
Handbook quarter page ad	4	\$250

Costs are GST exclusive. \*Subject to minimum numbers



# INDIVIDUAL SPONSORSHIP OPPORTUNITIES



Opportunities are available for sponsorship of specific conference events or conference materials. All sponsors will receive brand exposure both on the website and in print and include:

- Naming rights of the function/break/session/field trip
- TWO Free standing banners in a prominent location for the duration of the function/break/session
- Logo on conference website: sponsors page
- Logo in the conference handbook

For the 2024 Conference, these opportunities include:  
(Unless specified there is 1 available each)

---

## CONFERENCE DINNER – \$5000

Attended by most delegates, the Conference Dinner is always a unique experience with a local flavour. Don't miss the opportunity to contribute to this memorable night!

In addition to the benefits described above, we can add your logo to the Dinner Table menus.

---

## NETWORKING BREAKFAST – \$2500

The Networking Breakfast takes place on the last morning of the conference – good people, good food, and lots of networking opportunities.

You will also have the opportunity to display a company pull up banner at the breakfast.

---

## KEYNOTE SPEAKER – \$1000

Your organisation has the opportunity to align itself with one of this year's keynote speakers.

---

## FIELD TRIP – \$2000

The field trips are very popular with our delegates and are an integral part of the Conference.

In addition to the benefits described above, your logo will be displayed on the bus signage.

---

## LUNCH BREAKS – \$1500

**(2 AVAILABLE)**

All breaks are held in the Exhibition and Poster area and provide an opportunity for delegates to network, eat and relax during breaks in the programme.

In addition to the benefits described above, the sponsor of each catered break will receive recognition in the conference session prior to the relevant break as well as acknowledgment in the conference programme.

---

## TEA BREAKS – \$700

**(4 AVAILABLE)**

---

## CONFERENCE NOTEPADS AND/OR PENS\* – \$500 EACH

All delegates attending the Conference will receive official writing materials.

The conference writing pad and/or pen sponsor will be acknowledged in the following ways:

- Company name and logo on sponsor page of the Conference Website
- Logo in the conference handbook

\*(Plus costs of writing pads and/or pens)

---

## APP SPONSORSHIP – \$2500

Used throughout the conference the app is a key tool for engaging with delegates

# EXHIBITION OPTIONS



Exhibition offers organisations exposure to conference delegates and the opportunity to showcase their products and services.

The Exhibition and Catering Zone has been designed to provide the best possible promotional opportunities to participating organisations. With lunch, morning and afternoon refreshment breaks being served in this area it will create an unparalleled chance to promote your products and services to the diverse delegate base.

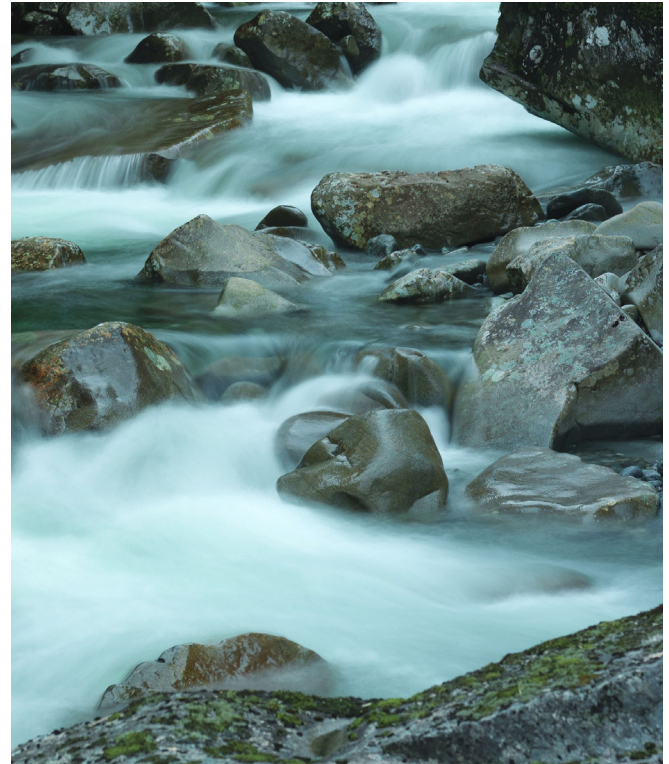
Benefits of Participating:

- Build new and strengthen existing relationships
- Meet the decision makers and do business face to face
- Raise your company profile and position your company as a leader within the field
- Showcase your products and services to delegates in your target market
- Organisations will receive a high level of visibility through the official website and conference marketing materials.
- All lunch, morning and afternoon refreshment breaks will be served in and around the exhibition area in order to maximise “booth traffic”
- There will also be the opportunity to have a ‘virtual trade stand’ space to connect with virtual attendees.
- Opportunity to maximise delegate interaction via conference app competitions

---

## EXHIBITOR DOUBLE PACKAGE – \$2400\* (LIMITED SPACES)

- One double trade booth at the conference (6m x 1.2m) plus a virtual space online
- Company name and stand number
- Identification sign and name badges
- Two (2) x 150W spotlights
- One (1) 4amp power point
- Company fascia signage
- Two trestle tables with tablecloths and two chairs
- Daily catering for two personnel (additional personnel pass \$70 per day)
- Two complimentary Dinner tickets
- One Conference Satchel
- Name tag for each personnel
- One Conference Handbook
- Listing on the conference website and handbook



---

## EXHIBITOR SINGLE PACKAGE – \$1600\* (LIMITED SPACES)

- One single trade booth at the conference (3m x 1.2m) plus a virtual trade space online
- Company name and stand number
- Identification sign and name badges
- Two (2) x 150W spotlights
- One (1) 4amp power point
- Company fascia signage
- One trestle table with tablecloth and two chairs
- Daily catering for one personnel (additional personnel pass \$70 per day)
- One Conference Satchel
- Name tag for personnel
- One Conference Handbook
- One complimentary conference dinner ticket
- Listing on the conference website and conference handbook

**\*Subject to minimum numbers**



# ADVERTISING OPPORTUNITIES



We offer a variety of advertising opportunities, both print and electronic to assist your company/organisation in gaining significant industry exposure to conference delegates.

---

## WEBSITE BANNER ADVERTISING

The conference website is “web central” for attendees, members, exhibitors and anyone else interested in the conference programme, call for papers, registering, planning their visit, sourcing conference abstracts and more! Don't miss this chance to showcase your brand to such an engaged and interested audience!

- Your banner ad will include a link to your website
- Ads are on ALL conference web pages; these pages collectively receive hundreds of page views during the months before, during, and after the conference.
- OnCue will provide you with statistics of impressions (the number of times your banner ad was seen during the month) and click-throughs (the number of times your banner ad was clicked on driving traffic to your website)
- Ads are uploaded within 48 hours of being received and approved. Ads will remain online two months after the conference.

There are two sizes available:

---

## FOOTER BANNER – \$850

**(3 AVAILABLE)**

- 600px X 200px in size
- Displayed at the bottom of every page
- Displayed on a rotating basis

---

## SIDE PANEL SKYSCRAPER – \$600

**(4 AVAILABLE)**

- 300px X 700px in size
- Displayed on the right hand side of every page
- Displayed on a rotating basis

See logo and advertising specs on the following page for upload file spec details.



---

## APP BROCHURE LISTING – \$750

**(8 AVAILABLE)**

Make your digital brochure available to all delegates via the conference App.

Please note in the interest of sustainability there is not an option to include a printed brochure insert this year.

---

## HANDBOOK ADVERTISING

Delegates will be able to access a PDF of this document. This publication will be a valuable reference tool used by delegates during and after the conference.

There are three sizes available:

## FULL PAGE AD – \$650

**(2 AVAILABLE)**

## HALF PAGE AD – \$450

**(3 AVAILABLE)**

## QUARTER PAGE AD – \$250

**(4 AVAILABLE)**

See logo and advertising specs on the following page for upload file spec details.

# LOGO / ADVERTISING SPECS & DESIGN SERVICES



---

## LOGO

- Your logo should be supplied as a vector file (an EPS or Ai file format is preferred)
- Accompany with your guidelines, if applicable
- If you do not have a vector file, other acceptable file formats include: JPG/JPEG, PNG or PDF
- Alternative format size: no smaller than 1MB
- Email your logo to [tamara@on-cue.co.nz](mailto:tamara@on-cue.co.nz)

---

## CONFERENCE HANDBOOK ADS

Ad Sizes:

- Full page, 210mm (w) x 297mm (h)
- Half page portrait, 105mm (w) x 297mm (h)
- Half page landscape, 210mm (w) x 148.50 mm (h)
- Quarter page, 105mm (w) x 148.50mm (h)

Supply of material:

- Artwork must be supplied as a high-resolution PDF (no JPG/JPEG or TIFF files)
- Convert all paths and text to outlines
- Add a 5mm bleed on all four sides
- All colours must be CMYK (no RGB colours)
- Artwork to be supplied at 300 dpi
- Photographs for advertising must be supplied at a minimum file size of 1MB
- Artwork should be supplied via email to [tamara@on-cue.co.nz](mailto:tamara@on-cue.co.nz)
- If too large to email, send via [WeTransfer](#)

---

## CONFERENCE SCREEN ADS

Ad Sizes:

- Screen size 16 x 9 Landscape
- High resolution JPG
- Supply artwork via email to [tracy@on-cue.co.nz](mailto:tracy@on-cue.co.nz)

---

## CONFERENCE WEBSITE ADS

Ad Sizes:

- Footer banner, 600px (w) x 200px (h)
- Side panel skyscraper, 300px (w) x 700px (h)

Supply of material:

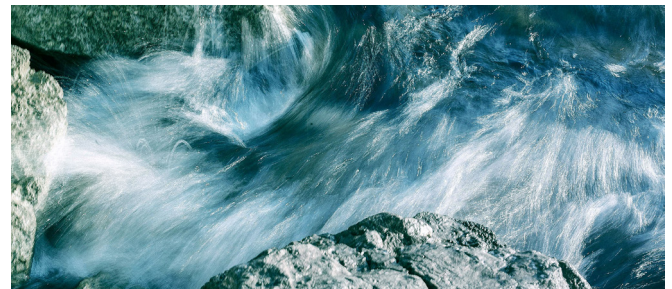
- Acceptable file formats: PNG, JPG/JPEG, GIF
- All colours must be RGB (no CMYK colours)
- Artwork to be supplied at 72 dpi
- File size: less than 250 KB
- Artwork should be supplied via email to [tamara@on-cue.co.nz](mailto:tamara@on-cue.co.nz)

---

## DESIGN SERVICES

If you require assistance with designing your ads or other promotional material, our in-house graphic designers are more than happy to assist. For a quote on the following materials please contact [tamara@on-cue.co.nz](mailto:tamara@on-cue.co.nz)

- Pull-up banners
- Signage
- Print ads
- Website banner ads
- Website design and build
- Exhibitor stand design
- Vector logo file creation
- Custom design requests





To book a sponsorship, advertising or exhibition package, please email [tracy@on-cue.co.nz](mailto:tracy@on-cue.co.nz) with your details and preference. OnCue will raise an invoice based on the following payment policy.

---

## PAYMENT POLICY

Sponsorship Packages:

- 50% deposit is due on the 20th of the month following invoice, or by 1st August 2024
- Remainder payment due by 31st August 2024
- Should the Sponsor fail to pay by the invoice due date, OnCue has the right to cancel all entitlements with no refund

Advertising and Exhibition Packages:

- Full payment is due on the 20th of the month following invoice, or by 1st August 2024
- Should the advertiser/exhibitor fail to pay by the invoice due date, OnCue has the right to cancel all advertising

---

## PAYMENT METHODS

Payment is possible by; direct credit, cheque or credit card – full details will be on the invoice.

---

## DEADLINES

To secure a sponsorship package or exhibition package:

- Completed booking information must be received by 1st August 2024

To secure advertising space in the conference handbook:

- Confirmation must be received by 1st September 2024
- Advertising Materials must be received by 1st September 2024 at latest.

If sponsor or advertiser does not meet the above published deadlines, OnCue cannot guarantee advertising space and reserves the right to invoke penalties for late submissions.

---

## TERMS AND CONDITIONS

- Sponsorship will be allocated only on receipt of a confirmation email from an authorised staff member from your organisation. A letter of confirmation will be sent to your organisation by OnCue Conferences to confirm the booking. Applications will be processed in order of receipt.
- Exhibition space will be allocated on first come, first served basis. OnCue reserves the right to rearrange the floor-plan and/or relocate each exhibit. There is no discount or refund for any facilities not used.
- OnCue provides no guarantees that such sponsorship, exhibition or advertising will result in revenues for the sponsor.
- OnCue has the right to refuse unacceptable advertising and reserves the right to refuse any advertisement it deems inappropriate or that does not conform to its graphic specifications. All graphics must be within the file size and dimension restrictions listed in this agreement. OnCue may request changes to any advertisement it deems unacceptable. Such a request may delay or prohibit the display of the ad until changes are made.
- Website Banner Ad Display Frequency – all ads are displayed on a rotating basis per page views. Each time the page is displayed the banner ad changes. Frequency may vary due to the number of banner ads active at the time. OnCue makes no guarantee to frequency or number of times the ad will be displayed.
- Changes to advertisement – after entering into this agreement, the Sponsor/Advertiser may request a change of the advertisement graphic. All changes are the responsibility of the Sponsor/Advertiser and any changes made by OnCue will be billed at the rate of \$50 per hour. Any requested change to an ad must be received in writing.
- Cancellation Policy – Once the sponsorship agreement has been confirmed by both parties, any cancellations will incur a charge equal to 100% of the sponsorship sum. If cancellation occurs as a result of events outside the control of either party a minimum cancellation fee of \$500 + GST will be retained by the conference to cover costs incurred.