



SEPARATIONS - SOCIETY FOR ADVANCED CELL CULTURE MODELLING FOR AFRICA CONFERENCE 2023

9 – 11 October 2023 | Potchefstroom | South Africa

| INVITATION TO SPONSOR/EXHIBIT |

On behalf of the SACCMA Executive Committee it is a pleasure to announce the next SACCMA conference taking place 9 to 11 October 2023 in Potchefstroom.

Following the great success of the 2022 conference, the members decided to have another conference in 2023, whereafter the conference will take place every second year.

On behalf of the Organising Committee, it is a pleasure to invite you to sponsor and/or exhibit at the SEPARATIONS - SACCMA Conference 2023!

Background

The Society for Advanced Cell Culture Modelling for Africa (SACCMA) is a society for researchers in the fields of advanced cell modelling, three-dimensional (3D) cell cultures, 3D bioprinting and stem cell research. These fields are at the forefront of cutting-edge research internationally in the biotechnology, medical, pharmaceutical and biological disciplines.

The aim of the conference is therefore to promote knowledge exchange and collaboration between researchers, and to stimulate growth of the society. Furthermore, we would like to give postgraduate students and postdoctoral fellows more exposure, provide an energizing and informative program of speakers, and facilitate networking opportunities for sponsors through exhibitions.

Sponsors and exhibitors will receive acknowledgement prior to, during and after the conference through conference materials, and will enjoy significant contact with attendees throughout the conference.

The exhibition will be open for the duration of the conference.

We look forward to your participation in this premier event, and to welcome you to Potchefstroom in 2023.

Why Sponsor/Exhibit?

Several sponsorship packages and exhibition options are available, providing you with a choice of exposure and financial commitment. The exhibition, integrated in the conference, offers a unique opportunity to promote your technologies, products, and services in the 3D cell culture field. You will be able to showcase your expertise and capabilities, expand your client base and increase marketing opportunities.

Conference co-host

Hosting a high quality, well organized and fun conference is an expensive endeavour, and would not be possible without our various sponsors and exhibitors. For the 2023 conference, Separations committed to be the official conference co-host and workshop presenter.

EXHIBITOR PACKAGES:

Gold | Conference Exhibitor Package | R 35 000

- Company logo on the conference website, in the printed programme, book abstracts and on the conference slides
- One (1) full page, portrait, colour company advertisement in the conference handbook (artwork to be supplied by sponsor by the advised deadlines)
- One (1) 3 m x 3 m (9 m²) exhibition booth (Premium location)
- Three (3) complimentary conference registrations, including attendance of the workshop, access to all conference sessions, morning/afternoon teas, lunch and 2 conference dinners
- Two (2) satchel inserts (supplied by the advised deadlines, no larger than A4 size)

Silver | Conference Exhibitor Package | R 25 000

- Company logo on the conference website, in the printed programme, book abstracts and on the conference slides
- One (1) half page, portrait, colour company advertisement in the conference handbook (artwork to be supplied by sponsor by the advised deadlines)
- One (1) 3 m x 3 m (9 m²) exhibition booth
- Two (2) complimentary conference registrations, including attendance of the workshop, access to all conference sessions, morning/afternoon teas, lunch and 2 conference dinners
- One (1) satchel insert (supplied by the advised deadlines, no larger than A4 size)

Bronze | Conference Exhibitor Package | R 15 000

- Company logo on the conference website, in the printed programme, book abstracts and on the conference slides
- One (1) 2 m x 3 m (6 m²) exhibition booth
- One (1) complimentary conference registration, including attendance of the workshop, access to all conference sessions, morning/afternoon teas, lunch and 2 conference dinners
- One (1) satchel insert (supplied by the advised deadlines, no larger than A4 size)

Add-on to any of the Conference Exhibitor Packages | R 2 500 pp

Additional conference registration at a reduced fee.

- Available at R 2 500 per participant. This includes admission to the workshop, access to all conference sessions, morning/afternoon teas, lunches and both evening functions

Lunchbreak sponsor | R 10 000 | Per lunch | TWO available

- Recognition and acknowledgement during sponsored session
- One (1) additional full page, portrait, colour company advertisement in the conference handbook. (artwork to be supplied by sponsor by the advised deadlines)

Society dinner sponsor | R 15 000 | ONE available

- Recognition and acknowledgement during sponsored session
- One (1) additional full page, portrait, colour company advertisement in the conference handbook. (artwork to be supplied by sponsor by the advised deadlines)
- Presentation time: 10 minute time slot during function
- Advertising material, such as banners, is allowed inside/outside the function venue

| SPONSORSHIP & EXHIBITION CONDITIONS |

The Organising Committee reserve the right to accept or reject any application for sponsorship at its absolute and unfettered discretion with the return of any deposit paid. Company advertisements and satchel inserts are subject to approval from the Organising Committee. Payment terms are as follow: 50% deposit required prior to confirmation of sponsorship, and 50% final instalment required before **31 July 2023**.

Confirmation of sponsorship

- Please complete and return the SACCMA Exhibitors & Sponsors booking form – tax invoice will be forwarded.
- On receipt of the deposit payment, a confirmation letter will be sent.
- This signed document shall constitute the contract between the parties.

Exhibitor/Sponsorship enquiries

- info@saccma.com
- Chrisna.Gouws@nwu.ac.za
Chrisna Gouws: 083 962 3334

Allocation

- Sponsorship and exhibition packages, which may be limited in number, will be generally allocated to those organisations who apply earliest. Allocation of sponsorship packages and booths regardless of the preference indicated, and alteration of the floor plan is at the discretion of the Organising Committee, whose decision will be final.

Cancellation policy

- Once a signed contract has been received, any cancellation must be advised in writing to the Organising Committee no later than 60 days before the event.
- If the cancellation is received less than 60 days prior to the event, no refund is applicable.

Detailed requirements and due dates

- The Organising Committee's requirements regarding the artwork for logos and advertisements, specifications and delivery details for signage, arrangements for static display, delivery of satchel inserts or other arrangements will be sent to you in a confirmation letter at a later date with relevant due dates.
- In the event that materials, information or artwork required by the Organising Committee are not received by the designated due date, their use for their intended purpose cannot be guaranteed. The value of these entitlements will not be refunded if this is the case.
- Logos will be requested in PDF or jpg format, 300dpi. Should an alternative format be received, the Conference Organiser cannot be held responsible for the quality of the logos displayed in any of the promotional material.

Exceptional circumstances

- The Organising Committee reserve the right to change the venue and duration if exceptional circumstances demand. In the event of a change of venue and/or duration, the agreement to participate will remain in force as long as the sponsor/exhibitor is informed at least one month before the planned conference.
- The Organising Committee will use reasonable endeavours to remedy the impact of exceptional circumstances.

Exhibitor display rules

- The Organising Committee shall determine the hours during which the exhibition shall be conducted and as to hours of access for exhibitors including variations of such times as shall be necessary.
 - Stands may be occupied from 09:00 on Sunday 8 October 2023
 - Stands must be set up and occupied from **10:00 on Monday 9 October 2023**
 - Stands may not be cleared before **15:00 on Wednesday 11 October 2023**
 - Stands must be cleared by 10:00 on Thursday 12 October 2023
- The exhibition booth is to be fully manned and operational, and removal or change any of the areas will not commence until after the exhibition closes.
- No advertising material, such as banners, is allowed outside the designated booth area.
- Excessive noise that inconveniences other exhibitors or the conference will not be allowed. The Organising Committee will be the judges as to whether there is an annoyance.
- No obstruction of any form will be allowed in the aisles and walkways.
- While companies are encouraged to pursue novel methods of attracting people with their stand, practices disadvantaging other companies or detracting from the exhibition will be discouraged.
- The sponsor / exhibitor will acknowledge that the Organising Committee will not be responsible for any loss or damage to the sponsor's / exhibitor's property and that all exhibitor material and equipment is the sole responsibility of the exhibitor.

Insurance / liability

- The Organising Committee and the North-West University take no responsibility for injury or damage to persons or property occurring during the Conference. All insurance, including medical cover, or expenses incurred in the event of the cancellation of the Conference is the individual delegate's responsibility.
- The sponsor/exhibitor is responsible for all personal injury, damage to property or other losses, liabilities or claims arising in connection with the sponsor's/exhibitor's participation at the Conference. The sponsor/exhibitor will indemnify the Organisers in respect of any losses, liabilities or claims in respect thereof. The sponsor/exhibitor agrees to participate at its own risk and to take out adequate insurance in respect of all such losses, liabilities and claims.
- The Organising Committee and the North-West University will take all reasonable precautions, to ensure the building is secure.

Partnerships

- Nothing contained in this agreement will be deemed to constitute a partnership, joint venture or agency relationship between you and the North-West University and/or the Conference Organisers and you must not do anything where you will, in any way, be represented that you are a partner of the Conference Organisers.