

Sponsorship Document

The Facility Management Association of Australia is a peak industry body serving and promoting the interests of those who operate and maintain Australia's built environment.

The FMA currently represents over 2,500 members nationally, including: Facilities Management Professionals; Purchasers of FM services; and Product and service suppliers.

FMA Events in Victoria

The FMA Victorian Branch Committee hosts several State based events each year and provides sponsorship opportunities for our members to actively promote and connect directly with key decision makers and professionals within the facilities management industry.

Our event program includes: special events, industry updates, breakfast and lunch seminars, and site tours. It has been based on current FM Industry trends and target markets.

Our event sponsorship packages provide a cost-effective way to grow your business and professional networks. Benefits of Sponsorship include:

- Brand association with the peak industry body
- Brand leveraging with industry professionals
- Networking and business development opportunities
- Strategic win-win relationship with growing target group who require facilities management services
- Connecting to members and associates through FMA Australia

Several sponsorship options are available for the 2018-19 event calendar in Victoria. Please do not hesitate to contact us to discuss individual events or potential arrangements. Please note: sponsorship packages can be tailored to suit your requirements.

Regional Event

- Type of Event: Regional Lunch
- Target Market: FM Providers and Suppliers in the Industry
- Date: 17 May 2019
- Venue: Geelong Medical and Hospital Benefits Association (GMHBA) Stadium
Geelong Football Club – “The Cats”

Event Brief

Crisis Management for FM - The Crisis you Haven't Seen Coming

As a Facility Manager, listen to keynote speakers and panel to understand what's involved when dealing with an emergency situation both internal and external of your building asset. Ensure you are ready to deal with the crisis you couldn't or didn't see coming. Managing and leading the crisis for your people, your stakeholders. Decision making, teamwork, disruption safety and security and dealing with media including social media.

We offer an opportunity for you to tour the facilities at the Geelong Medical and Hospital Benefits Association (GMHBA) Stadium and see how Facilities Management works in a combined sporting and community use environment with multiple stakeholders.

Join us for:

- An opportunity to network with Melbourne and regional based Facility Managers, organisations, businesses and service providers
- The opportunity to take advantage of local accommodation, golf courses and attendance/corporate/network options for AFL Geelong v Western Bulldogs twilight match

Event Content

Your organisation has evaluated risks for safety security, governance disruption and for the human factor. You have an experienced team in place, and you are prepared for the worst.

You have assessed anticipated scenarios and have procedures in place but what happens when the procedures you have in place are not working? The situation can suddenly escalate and become unmanageable or even catastrophic.

Making quick and untried decisions may cause adversity in what should have been an avoidable situation.

Communication is key. Team, stakeholders and media.

Platinum Sponsor



Premier Sponsor



Gold Sponsor



Key Note Sponsor



Sponsorship Benefits

BENEFITS	PLATINUM	PREMIER	GOLD	SILVER
Logo on all event marketing & website	■	■	■	■
Logo on event display slide	■	■	■	■
Complimentary registration	2	2	1	1
Corporate sign display (banner)	2	1	1	1
Provision of Welcome Address	■	■		
Acknowledgement in welcome speech	■	■	■	■
Corporate sign display – Registration desk	■	■	■	
Delegate gift (optional)	■	■		
Optional introductory video	■	■		
Total Investment (ex GST)	\$3,000	\$2,500	\$2,000	\$1,500

- **Platinum** – Exclusive - 1 only **SOLD**
- **Premier** – Up to 2 only **1 SOLD**
- **Gold** – Up to 4 only – **1 SOLD**
- **Silver** - Unlimited

Sponsorship Form/Tax Invoice

FMA GMHBA Regional Event BVL0519

Company Name:

Contact Name:

Position:

Address:

State:

Postcode:

Suburb:

Email:

Phone:

Yes, we would like to support FMA Australia by becoming a sponsor of the selected event. By signing this document we are agreeing to take part in a sponsorship arrangement, as per the terms and conditions, and confirm I have the authority of my organisation to do so.

Authorised By:

Position:

Signature:

Date:

Sponsorship Opportunities

Sponsorship level	Platinum	Premier	Gold	Silver
Lunch	\$3,000 (+ GST) SOLD	\$2,500 (+GST)	\$2,000 (+ GST)	\$1,750 (+ GST)

Event Title **GMHBA Regional Event**

17 May 2019

Event Date

Platinum

Premier

Gold

Silver

Sponsorship

+ GST

Total Amount:

Payment Details & Authority

EFT

Bank: CBA			BSB: 063 000	ACC: 10529527
EFT reference:				

Visa

Mastercard

American Express

Card Number

CSV

Expiry Date

Cardholders Name

Signature

Payment Amount

- To confirm sponsorship, payment must be received by FMA Australia at least 4 weeks prior to the event
- Credit card payments will appear as 'FMA Australia' on your statement and payments will incur an additional 3% charge
- Tax Invoice: Please keep a copy of this form for your records.
- This will be a tax invoice for GST upon payment. ABN 57 003 551 844
- Combined with ample networking opportunities, FMA lunches are our most popular local events.
- Seminars include a two course sit down meal inclusive of beverages at an easily accessible and interesting venue. Site tours can also be incorporated into a seminar if available and applicable. Duration is approximately 2-3 hours.

Sponsorship T&C's

All sponsorships will be awarded on a first come, first served basis. The Facility Management Association of Australia (FMA) retains the right to reject any sponsor that it deems inappropriate.

FMA Australia does not provide exclusivity in any areas unless otherwise indicated in the sections of the agreement.

The sponsor must provide the sponsorship funds, logo image (in the format required) and other details as required (such as correct use of sponsor's name, trademarks etc) to FMA **within 10 days** of receipt of acceptance.

If payment has not been received within 14 days, FMA reserves the right to offer the sponsorship opportunity to another company.

If sponsorship is taken up with less than **10 business days** before the event, the sponsor must fulfil all obligations, including payment, immediately.

In line with Privacy permissions, FMA Australia does not provide copies of delegate lists for any of its events. A delegate list may be available for view in the registration area on the event day.

Where there is opportunity to provide signage, gifts, materials or prizes to delegates; it must be provided by and distributed by the sponsor.

All signage, gifts, materials and prizes for delegates must be approved by FMA Australia a minimum 10 days prior to the event.

Sponsorships cannot be processed without payment. Funds must be payable in Australian dollars. Refunds are not available for sponsorships.

FMA will not be liable for damage or loss to a sponsor's properties through fire, theft, accident or any other cause, whether the result of negligence or otherwise.

Sponsors may sponsor single or multiple events.

For sponsorship opportunities that include signage please note that signage is the responsibility of the sponsor including drop off and pick up. FMA will inform each sponsor of the maximum size, number of signs etc.

There are no refunds for cancellations by sponsors. If a sponsor cancels at any time, for any reason, the sponsor will be responsible for the entire sponsorship fee.

FMA reserve the right to make changes to the event agendas. Unforeseen circumstances may result in the substitution of a presentation, venue, topic or speaker. FMA reserves the right to reject or rescind any registration and return registration fees accordingly. Registrant, speaker, sponsor, or other attendee or agent assumes all risks incidental to participation in all event activities, including loss or damage to property and/or personal injury.

Where FMA takes photos / videos at events, by attending you give permission to use images taken at the event, as well as any written comments on our evaluation forms in advertising and promotion.