

LAI/CILIP Ireland

Joint Annual Virtual Conference 2021

Virtual Conference

2–3 November 2021

conference.libraryassociation.ie



The LIBRARY ASSOCIATION of IRELAND

Cumann Leabharlann na hÉireann

*Representing
librarians and libraries
in Ireland*



For library
and information
professionals

LAI/CILIP Ireland
JOINT ANNUAL VIRTUAL CONFERENCE 2021

SPONSORSHIP & EXHIBITION OPPORTUNITIES

ABOUT THE CONFERENCE

The Library Association of Ireland and the Chartered Institute Library & Information Professional (CILIP) Ireland hold an all-island conference in Ireland annually. The conference is addressed to library and information practitioners from all types of libraries and at all stages of their career. The conference aims to provide a forum, opportunity and time for attendees to share practices, meet colleagues and hear about the work of libraries.

It will take place virtually from 2–3 November 2021.

IMPORTANT DATES

Sponsorship Confirmation*	10 September 2021
Sponsors to Submit Items via Virtual Sponsor Portal	1 October 2021**
LAI/CILIP Virtual Conference	2-3 November 2021

*Sponsorship is subject to availability. Sponsorship, if available, will be considered and welcomed after September 2021 on a case-by-case basis.

**Your dedicated Sponsor Portal link will be sent via email to the sponsor contact (see form).

SPONSORSHIP OPPORTUNITIES

The conference provides many ways to ensure a profitable and advantageous representation for your company.

Sponsorship can be provided to support general or specific conference items or activities. The sponsorship opportunities are divided into sponsorship packages and separate sponsorship items.

All prices in the Sponsorship Prospectus are in euro and are VAT-exclusive, unless otherwise specified.

SPONSORSHIP PACKAGES OVERVIEW

	PLATINUM €1,500	GOLD €1,000	SILVER €750
Complimentary registrations <i>Free company representative attendance at the virtual event</i>	3	2	1
Dedicated exhibition booth at the virtual exhibition <i>Dedicated booth to display bespoke media and content</i> <i>Optional delegate-company representative chat/video call feature</i>	✓	✓	✓
Logo, sponsorship level and company link on the conference website <i>Sponsor details included on http://conference.libraryassociation.ie/</i>	✓	✓	✓
Inclusion on the virtual conference landing page <i>Sponsor logo and level to be visible upon entry to the virtual conference platform</i>	✓	✓	✓
1 virtual insert in the conference access email Sponsor brochure in PDF format to be included in the conference access email	✓	✓	✓
Logo on the holding slide during intervals <i>Sponsor logo and level will display onscreen during conference breaks</i>	✓	✓	
Inclusion in event social media <i>Promotional post on the relevant social pages</i>	✓	✓	
Logo on the dedicated conference registration system <i>Sponsor logo and level will display on the online registration system</i>	✓	✓	
Inclusion in branded conference mailings <i>The sponsor logo and level will be included on conference mailings</i>	✓		
Logo on post-conference survey communications <i>The sponsor logo will be included on post-conference feedback mailings</i>	✓		
Breakout room during conference <i>Host a private breakout room prior to the sponsored session with company branding</i>	✓		

OTHER SPONSORSHIP OPPORTUNITIES

- **1 virtual insert in the conference access email €250**
This is a great opportunity to insert your company promotional material into the conference access email. The insert must be approved by the conference committee and the sponsor will be responsible for supplying the PDF file.

Note: Positioning of any advertisement, company logo or company name will be at the discretion of the Conference Committee. Sponsor logos and all artwork to be supplied by the sponsor and in a format to meet platform requirements. It is the responsibility of the sponsor to meet all deadlines. The advertisement must comply with all applicable law and relevant rules under EU regulations and Irish Law.

SPONSORSHIP APPLICATION FORM & CONTRACT

Please note that all acknowledgements of your company and listing of company name will be generated from the following information.

Please return this form to:

LAI/CILIP Joint Annual Conference 2021 Conference Secretariat

E: events@conferenceorganisers.ie

NAME OF COMPANY: _____

CONTACT NAME: _____

BILLING ADDRESS: _____

BILLING ADDRESS: _____

COUNTRY: _____

TELEPHONE: _____

EMAIL: _____

EU BUSINESS VAT NUMBER: _____

I would like to book the following sponsorship items:

Sponsorship Item	Qty	Unit Price €	Total Cost €
Platinum Sponsorship		€1,500	
Gold Sponsorship		€1,000	
Silver Sponsorship		€750	
1 Virtual Insert		€250	
		TOTAL	

Notes: Rates exclude VAT

Cancellation: after the order has been signed, the company agrees to pay the amount in full. Should the event be cancelled, LAI/CILIP 2021 agrees to refund the company in full.

I have read and accept the terms, conditions and cancellation policy.

SIGNATURE: _____ DATE: _____

CONFIRMATION AND PAYMENT

On receipt of the sponsorship application form, an invoice will be issued to the sponsoring company and payment must be received within 14 days in order to confirm the sponsorship.

Payment must be made by bank transfer to:

Account Name:	Conference Organisers No. 2 Account
Bank Name:	Allied Irish Bank
Bank Address:	1 Lower Baggot Street, Dublin 2, Ireland
Account No:	11745637
Sort Code:	93-10-12
IBAN:	IE50 AIBK 9310 1211 7456 37
SWIFT/BIC:	AIBKIE2D

Attach a copy of the bank receipt to the application form. All payments must be net of all charges.

CANCELLATION POLICY

On signing the sponsorship/exhibition application form, the company agrees to pay the amount in full. All cancellations must be received in writing and sponsorship fees are non-refundable.

Should the event be cancelled, LAI/CILIP Joint Annual Conference 2021 agrees to refund the company in full.

CONFERENCE LANGUAGE

The official language of the conference is English.