

E&S 2020 | EMPLOYMENT AND SKILLS CONVENTION



SPONSORSHIP | EXHIBITIONS | PROMOTION

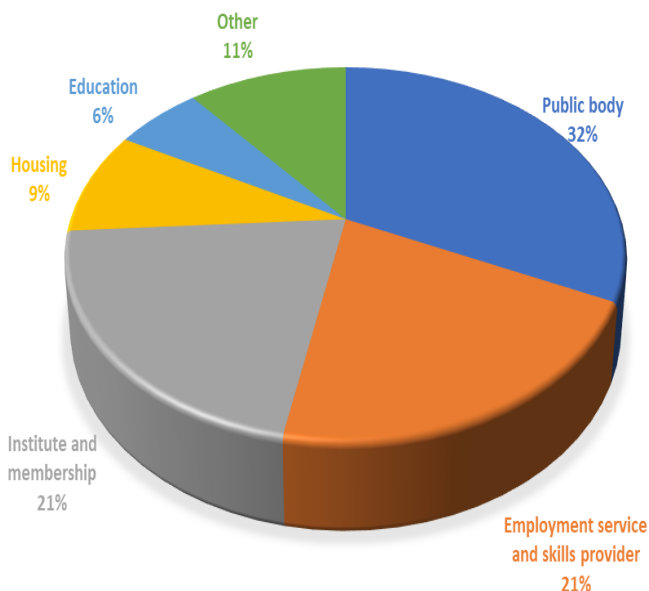
9 July 2020 | etc. venues | Manchester M1 3HU

With a new government committed to levelling up skills and prosperity across the UK, the Employment and Skills Convention 2020 will explore the challenges and opportunities we face.

Now in its 21st year, the Convention provides the opportunity for the employment and skills sectors to come together, to hear from leading policymakers, to take part in engaging workshops, and to share innovative best practice.

This year we will be gathering in central Manchester. Our keynote speakers will include:

- **Andy Burnham**, Mayor of Greater Manchester
- **Mims Davies MP**, Employment Minister
- **Lord Jim O'Neill**, Vice Chair of the Northern Powerhouse Partnership



Who attends?

We will be welcoming an audience of 300 delegates from across the employment, skills, health, and welfare sectors. Delegates include senior representatives from central and local government, providers, and policy experts.

Why take part?

The Employment and Skills Convention is the keynote event of the year for the sector. It provides an unparalleled opportunity for your organisation to raise its profile and build connections.

WHAT'S ON OFFER?

Lead	Lead sponsor across all platforms. Includes speaking opportunity and a comprehensive package of brand exposure.	£10,000
Joint signature	<i>Limited availability.</i> This second-tier sponsorship comes with a comprehensive package of brand exposure. 1 SOLD, 2 AVAILABLE	£3,500 (each)
Convention reception	Exclusive package to be the convention reception sponsor.	£3,500
Breakfast meeting	Sponsor the convention's first networking opportunity for all delegates. Breakfast included.	£3,000
Delegate bag	Bags branded with your logo alongside the conference brand distributed to all attendees (bags produced by L&W).	£2,500
Lanyards	Sponsor the lanyards distributed to all attendees (L&W to supply).	£1,800
Delegate badge	Sponsor the name badges (L&W to supply).	£1,800
Writing pens	Sponsor the pens in delegate packs (sponsor to supply*).	SOLD
Writing pads	Sponsor the writing pads in delegate packs (sponsor to supply*).	£1,000
Advertisement	Advertise your organisation's products and services in the convention programme. A variety of advert sizes available.	From £195
Collateral insert	A4 insert into the delegate packs. To include a small gift, please contact us for options.	£200
Exhibition stand (located in the catering area)	LIMITED AVAILABILITY Not-for-profit organisations and charities Private organisations	£800 £950
	Includes one 4ft table (clothed) power (socket on request) and two exhibitor passes - with access to catering and sessions.	

Fees are subject to VAT (20%)

*L&W is happy to coordinate the production of pads, pens and bags which will be charged at cost and the fee be added to your sponsorship fee. There is no administrative charge for handling this however, the sponsorship must be agreed at least five weeks prior to the event. Call us to discuss options.



SPONSORSHIP BENEFITS

Additional benefits will be added to the package depending on the level of sponsorship commitment.

Hospitality

- Complimentary full access convention registration including lunch and refreshments.

Exhibition stand

- Complimentary stand, including two exhibitor places (includes access all areas, sessions, lunch and refreshments).

Marketing

- Includes brand listing, delegate pack insert, advertisement in the convention programme (using supplied artwork); opportunity to provide guest blog.

Guide to benefits

	Lead	Signature	Engagement	Resources
Sponsorship price, subject to VAT.	£10,000	£3,500	From £2,500	From £1,000
Acknowledgement from the convention chair during the opening and closing addresses.	✓	✓		
Display of your logo on sponsor signs arranged in a prominent position in the venue.	✓	✓	✓	✓
Display of your logo on all convention printed literature.	✓			
Display of your logo on all directional signage within the venue.	✓			
Display of your logo on the 'graphics loop' shown in the plenary auditorium.	✓	✓	✓	✓
One complimentary insert into the convention delegate pack.	✓	✓	✓	✓
Your logo on the front of the promotional materials and convention handbook.	✓			
Display of your organisation logo, message and contact details in the convention handbook.	300 words	250 words	175 words	100 words
Your logo on the L&W convention webpages.	✓	✓	✓	✓
Exhibition stand and two exhibitor passes.	✓	✓	✓	✓
Full colour, advertisement in the convention handbook (using supplied artwork).	Full page	Half page	Quarter page	Eighth pager
Complimentary convention registration(s).	5	4	3	1

TERMS AND CONDITIONS

Exhibitions

By completing this booking form, you/your organisation agree to Learning and Work Institute's payment terms and conditions. Hosting an exhibition stand entitles you to two complimentary exhibitors passes. We will accept cancellations in writing only up to two weeks before the convention, however a fee of 50% of the stand cost will be charged. After the specified cancellation date, refund will not be made. Outstanding invoices will be liable for payment in full. Learning and Work Institute is happy to accept exhibitor replacements when notified in writing. Changes to your booking cannot be made over the telephone. A confirmation letter, exhibition details and joining details will be issued prior to the event. If you have not received them within ten working days of submitting your exhibition booking form, please contact the events team on 020 7582 7221. The booking form constitutes a legally binding agreement. In the event of any situation that prevents your organisation from exhibiting, for example transport strikes, adverse weather conditions, terrorist attack or personal health, Learning and Work Institute will not be held responsible and is unable to offer refunds. You are entitled to bring two members of staff to service your stand. Any additional staff must be registered to attend at the chargeable exhibitor rate - please complete and return the delegate booking form or book online.

Sponsorship

By completing the booking form, you/your organisation agree to Learning and Work Institute's payment terms and conditions. **We will accept cancellations in writing only before the sponsorship agreement is signed.** If cancellation takes place after signing of the agreement, Learning and Work Institute will attempt to resell. If sold, we will refund the sponsorship fee less any marketing costs incurred. If no sale is secured four weeks prior to the event date, the full sponsorship fee is due for payment.

Official sponsorship or exhibiting at the Employment and Skills Convention offers the perfect opportunity to highlight your organisation's role within the employment and skills sector.

For further information on sponsorship and exhibition products, please contact the events team:

3rd Floor
89 Albert Embankment
London, SE1 7TP

t: 020 7582 7221 | w: learningandwork.org.uk | e: events@learningandwork.org.uk



Employability and Skills Convention

9 July 2020

Location: etc. venues | Manchester

[Read our terms and conditions.](#)

Return completed forms to events@learningandwork.org.uk.

t: 020 7582 7221, w: learningandwork.org.uk.

Organisation details	Invoice details
Contact name	
Organisation	
Address	
Position	
Email	
Tel	

Description – All fees are subject to VAT

EXHIBITION STAND	Fees	Total cost
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Not-for-profit organisations and charities	£800*	£
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Private organisations	£950	£
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Additional exhibitor places (each)	£100	£
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SPONSORSHIP

Insert your agreed package:		£
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INSERTS AND ADVERTISEMENT

A4 insert into the delegate pack (each)	£200	£
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Advertisement in the convention programme.	Size based on A4	£
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<i>Save on printing: supply your artwork for inserting into the final programme, printed in colour and distributed to all attendees.</i>	<input type="checkbox"/> Eighth page	£195
	<input type="checkbox"/> Quarter page	£250

*Reduced rates are applicable to charities, not-for-profit organisations, public bodies, government and academic institutions. All other organisations are required to pay the full fee.	SUB TOTAL	£
	VAT @ 20%	£

By completing the booking form, you/your organisation agree to Learning and Work Institute's payment terms and conditions learningandwork.org.uk .	GRAND TOTAL	£
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I have read and understood the terms and conditions: (please tick)

Name:

Signature:

Date:

Payment Details

- Cheque made payable to Learning and Work Institute
- Please invoice: purchase order no: _____
- BACS: remittance notification must be sent as confirmation of payment.

Account name: L&W Events
Bank: Bank of Scotland
Sort Code: 12-08-81
Account no: 10025266