

**BCVA representation  
and education**



# **BCVA Congress 2024**

Exhibitor Brochure

**17th - 19th October**

The Celtic Manor Resort, Coldra Wood, The Usk Valley, Chepstow Rd,  
Newport, NP18 1HQ





# CONTENTS

## Sponsorship Packages

## Sponsorship Options

- Sessions
- Hospitality
- Delegate Giveaways and Brandings

## Exhibition Stands

## Congress Sponsorship Form

## Exhibition Stand Form

# Sponsorships Packages

Package	What's included?	Pricing
<b>Gold</b> <u>Limited to 2 Gold Sponsors</u>	Your company will be one of the main sponsors of the event. <ul style="list-style-type: none"> <li>Your logo will be prominently featured on our website, printed literature, onsite Congress signage and promotional literature, offering an excellent opportunity to be seen by veterinary practices across the UK</li> <li>A 2m x 6m stand within the exhibition</li> <li>10 dinner tickets for the President's Dinner on Friday 18th October</li> <li>15% discount on an advert in the Congress edition of <i>Cattle Practice</i></li> <li>Inclusion of a full colour A4 leaflet/flyer in our delegate packs</li> </ul>	<b>£8813 + VAT</b>
<b>Silver</b> <u>Limited to 3 Silver Sponsors</u>	Your company would be one of several partner sponsors of the event. <ul style="list-style-type: none"> <li>Your logo will be prominently featured on our website, printed literature and promotional literature, offering an excellent opportunity to be seen by veterinary practices across the UK</li> <li>A 2m x 4m stand within the exhibition</li> <li>10 tickets for the Thursday Dinner on Thursday 17th October</li> <li>10% discount on an advert in the Congress edition of <i>Cattle Practice</i></li> <li>Inclusion of a full colour A4 leaflet/flyer in our delegate packs</li> </ul>	<b>£5895+ VAT</b>
<b>Bronze</b>	Your company will be one of several sponsors of the event <ul style="list-style-type: none"> <li>Your logo will be prominently featured on our website, printed literature and promotional literature, offering an excellent opportunity to be seen by veterinary practices across the UK</li> <li>10% discount on an advert in the Congress edition of <i>Cattle Practice</i></li> <li>Inclusion of a full colour A4 leaflet/flyer in our delegate packs</li> </ul>	<b>£2941+ VAT</b>

## Sponsorship Options (Sessions)

Event	Date / Time	Details	Pricing
Lecture sponsorship	<b>Various - subject to availability</b>	Lectures and workshops will take place over 3 days. You will have the opportunity to sponsor a half hour lecture or a 1.5 hour workshop.	<b>£668 + VAT for 1 lecture</b>
Workshop sponsorship		Your company will supply a speaker* paying for their registration, travel and accommodation.	<b>£1215 + VAT for 2 lectures</b> <b>£1640 + VAT for 3 lectures</b>
		This also applies in the case where the speakers have already been invited by BCVA.  Sponsorship will include your logo on the Congress programme.  <i>*Topic/title must be approved by BCVA. If you sponsor a lecture and workshops the content of the workshop should be different from that of the lecture.</i>	<b>£1216 + VAT for 1 workshop</b>

## Sponsorship Options (Hospitality)

Event	Date/Time	Details	Pricing
<b>Drinks reception</b> Welcome Reception	<b>Wednesday evening</b>	<p>The Welcome Reception is a great way to start the Congress. It is to be held at the Celtic Manor Resort. Each person will receive a voucher donated by the sponsoring company. Each voucher will be overprinted with your company logo.</p> <p>Sponsorship of this event will give the opportunity for a senior company representative to say a few words at an appropriate point during the reception as well as acknowledgement in the Congress literature and on the website, and in our social media posts.</p>	<b>£475 + VAT</b> <b>+ half the cost of the bar bill (usually about £500 + VAT)</b>
<b>Drinks reception</b> Farming Community Network fundraising evening	<b>Thursday evening</b>	<p>This could be a themed reception. It's another opportunity for delegates to meet up with other colleagues, trade exhibitors, guests and sponsors before dinner at the Celtic Manor Resort.</p> <p>Sponsorship of this event will give the opportunity for a senior company representative to say a few words at an appropriate point during the reception as well as acknowledgement in the Congress literature and on the website, and in our social media posts.</p>	<b>£1415 + VAT</b> <b>+ cost of wine and beverages</b>
<b>Dinner &amp; entertainment</b> Farming Community Network fundraising evening	<b>Thursday evening</b>	<p>Thursday night will be a much more informal event with dinner followed by fundraising for the Farming Community Network.</p> <p>Sponsorship will include your company logo on menu cards plus any relevant signage, the opportunity for a senior company representative to say a few words at an appropriate point in the evening, acknowledgement in the Congress literature and on the website, and in our social media posts.</p>	<b>£2673 + VAT</b> <b>+ prizes for competitions</b>
<b>Drinks reception</b> President's Dinner Drinks Reception	<b>Friday evening</b>	<p>The Drinks reception is a great sponsorship opportunity, with the profession's VIPs and guests gathering prior to the President's Gala Dinner.</p> <p>The sponsor for this event will be offered the opportunity to position appropriate branding materials in the space and put forward a senior representative to offer a toast during the reception. Our sponsor will also be acknowledged in the Congress literature, on the website, and in our social media posts.</p>	<b>£1415 + VAT</b> <b>+ cost of wine and beverages</b>
<b>Dinner &amp; entertainment</b> President's Dinner (a black tie event)	<b>Friday evening</b>	<p>The dinner is to be held at the Celtic Manor Resort and will be attended by around 300 people. Dinner will be followed by entertainment.</p> <p>Sponsorship will include your company logo on menu cards plus any relevant signage, the opportunity for a senior company representative to say a few words at an appropriate point in the evening, acknowledgement in the Congress literature and on the website, and in our social media posts.</p>	<b>£4011 + VAT</b> (this amount is for exclusive sponsorship, but any part of the evening could be sponsored separately)

# Sponsorship Options (Delegate Giveaways & Branding)

Item	Details	Pricing
Delegate bags	Bags will be handed to delegates on arrival at the Congress. This sponsorship opportunity offers the benefit that many delegates continue to use the bags after the event, giving ongoing promotion for the sponsoring company. Sponsorship will include your company logo on the front of the bag and acknowledgement in the Congress literature.	£1580 + VAT + cost of bags and printing (approx £3500)
Notepads*	Notepads can be either sourced by BCVA or the sponsoring company. This type of sponsorship is always much appreciated by delegates and often they continue to use the notepad after the event. Sponsorship will include your company logo on the notepads which will be included in the delegate bags and acknowledgement in the Congress literature.	£609 + VAT + cost of notepads
Pens*	This type of sponsorship is always much appreciated by delegates. Sponsorship will include your company logo on the pens which will be included in the delegate bags and acknowledgement in the Congress literature. Pens can be either sourced by BCVA or the sponsoring company.	£486 + VAT + cost of pens
Keyrings*	Keyrings can be either sourced by BCVA or the sponsoring company. Sponsorship will include the keyrings being included in the delegate bags and acknowledgement in the Congress literature.	£608 + VAT + cost of keyrings
USBs	BCVA now include USBs in delegates bags which contain all Congress Proceedings. This type of sponsorship is always much appreciated by delegates and often they continue to use USBs after the event. Sponsorship will include your company logo on the USBs and acknowledgement in the Congress literature.	£608 + VAT + cost of USBs
Lanyards / badge holders*	Lanyards are becoming very popular with delegates for attaching mobile phones to their bags at the event. Sponsorship will include your company logo on the lanyards and acknowledgement in the Congress literature. The lanyards can be either sourced by BCVA or by the sponsoring company.	£910 + VAT + cost of lanyards
Delegate bag insert*	An opportunity to promote your company through a <b>ONE PAGE</b> A4 or A5 leaflet or flyer which will go in the delegate bags given to each delegate on their arrival.	A5 - £305 + VAT A4 - £425 + VAT
Steward sponsorship	Sixteen veterinary students are enlisted to help things to run smoothly. Students wear the polo-shirts throughout the day and attend all scientific sessions. They are highly visible at the question and answer times when passing the microphone to delegates. These shirts would have your company name/logo on them and can be sourced by BCVA or the sponsoring company. Many stewards from past meetings still wear their shirts offering the company ongoing promotion. The shirts can be either sourced by BCVA or by the sponsoring company.	£3343 + VAT + cost of polo-shirts and printing
Best Poster	Up to 30 posters will be presented at Congress and there will be a prize for the Best Poster. Sponsorship will give the opportunity for a senior company representative to say a few words when presenting the prize as well as acknowledgement in the Congress literature.	£638 + VAT
Umbrellas*	An opportunity for you to promote your company on an umbrella. These will be handed out to each delegate as they register. These can be sourced by BCVA or the sponsoring company.	£608 + VAT + cost of umbrellas
Water Bottles	Each delegate will be given a reusable water bottle in their delegate bag. This sponsorship opportunity offers the benefit that many delegates continue to use the bottles after the event, giving ongoing promotion for the sponsoring company. Sponsorship will include your company logo on the bottle and acknowledgement in the Congress literature.	£608 + VAT + cost of bottles
Hand Sanitisers*	Each delegate will be given a small bottle of hand sanitiser in their delegate bag. Sponsorship will include your company logo on the hand sanitiser and acknowledgement in the Congress literature. These can be sourced by BCVA or the sponsoring company.	£608 + VAT + cost of hand sanitisers
Paper Cups*	Companies have the opportunity to sponsor paper take-away cups which will be used at all refreshment breaks throughout the Congress. These can be sourced by BCVA or the sponsoring company.	£608 + VAT + cost of cups

\* Style, design and content to be approved by the BCVA prior to production. Any other ideas would be considered.

**For further information about BCVA Congress activities please contact:**  
 Address: BCVA, 17 The Glenmore Centre, Waterwells Business Park, Quedgeley, Gloucestershire, GL2 2AP  
 Tel: 01452 725735 • Fax: 01452 725780 • Email: congress2024@bcva.co.uk • Web: www.bcva.org.uk



# Exhibition Stands

The stands will be located in the Exhibition hall. All refreshment breaks will be held in the exhibition areas giving you plenty of opportunities to interact with delegates. **All stands are Shell Scheme stands, this is non negotiable!** There are 3 different size stand spaces to choose from – please see details below.

The trade stand registration form is included at the back of this booklet. Bookings will be taken on a first come first served basis and once the stand is paid for in full you will be given the opportunity to choose where your stand space will be located. **Stands fill up very quickly so please get your form in by 24th May.**

Exhibitor's registration forms will be sent out at a later date. Depending on which stand size you select you will be entitled to 2, 3, 4 or 6 free exhibitor passes (excluding evening meals).

Access to the exhibition area will be available on Wednesday 16th (3pm - 6pm) and on Thursday 17th (8am-9:30am). Delegate registration is from 09:00hrs on Thursday.

Deliveries will only be accepted 48hrs before the event and should be marked clearly. Instructions and a label will be provided once you have registered. **If you are providing items for delegates bags these must arrive at the BCVA Office by Friday 11th October clearly labelled that they are for delegates bags.**

BCVA will not be held responsible for any items mislaid while awaiting collection.

## Stand details

### Stand sizes:

2 x 2 metres

2 x 3 metres

2 x 4 metres

2 x 6 metres\*

\*(gold sponsors only)

### Inclusions:

x1 - 500w power point

x3 - spotlights

x2 - chairs

### Free trade registrations

Depending on which stand size you select you will be entitled to 2, 3, 4 or 6 free exhibitor passes (including lunch but excluding evening meals) - all additional trade personnel can register at a discounted rate.

**Please see registration form on the back for stand pricing and payment options**

## Key dates & times for your diary

### Stand registration

By Friday 24th May 2024

### Balance payment

By Monday 2nd September 2024

### Deliveries

Tuesday 15th and Wednesday 16th October 2024

### Access to exhibition area

Wednesday 16th October 2024 (3pm - 6pm)

Thursday 17th October 2024 (8am - 9:30am)

### Delegate registration

Thursday 17th October 2024 from 9am

### Stand dismantling

Saturday 19th October 2024 between 2pm and 4pm

### After event collection

Monday 21st October 2024



# Sponsorship Form

## BCVA Congress 2024

If you wish to avail to any of the sponsorship opportunities\* at Congress please **complete and return this form to the BCVA Office, giving your 1st and 2nd choices, ASAP or by Friday 24th May 2024 at the latest.**

<b>Contact name:</b>
<b>Company name:</b>
<b>Company address:</b>
<b>Telephone:</b>
<b>Email (mandatory):</b>

Sponsorship	1st choice	2nd choice
Gold package		
Silver package		
Bronze package		
Session sponsorship		
Workshop sponsorship		
Welcome Drinks Reception (Wednesday)		
Thursday Drinks Reception		
Thursday Entertainment		
Friday Drinks Reception		
President's Dinner/Entertainment (Friday)		
Delegate bags		<b>TAKEN</b>
Notepads in bags		
Pens in bags		<b>TAKEN</b>
USBs		
Keyrings		
Lanyards		<b>TAKEN</b>
Delegate bag insert (A5 leaflet)		
Delegate bag insert (A4 leaflet)		
Steward sponsorship		
Best Poster		
Umbrellas		
Water Bottles		
Hand Sanitisers		
Paper Cups		
<b>Any ideas you may have for the above events/items:</b>		

\*Sponsorship options will be allocated on a first come first served basis

Sponsors may need to send a high quality logo in a TIFF or Jpeg format electronically to the BCVA Office at [congress2024@bcva.co.uk](mailto:congress2024@bcva.co.uk).

**Please send completed forms to:** BCVA Office, 17 The Glenmore Centre, Waterwells Business Park, Quedgeley, Gloucestershire, GL2 2AP - **Fax:** 01452 725780 - **Email:** [congress2024@bcva.co.uk](mailto:congress2024@bcva.co.uk)

# Exhibition Stand Registration Form

## BCVA Congress 2024

Please return this form to the BCVA office ASAP or by **Friday 24th May 2024** at the latest. **Please read the Terms and Conditions thoroughly and return a signed copy to the BCVA Office. This is included with this brochure.**

**Exhibitor passes:** Registration forms will be sent out at a later date.

<b>Contact name:</b>	<i>All correspondence/registration details will be sent to this person.</i>
<b>Company name:</b>	
<b>Company address:</b>	
<b>Telephone:</b>	
<b>Email (mandatory):</b>	

<b>Invoice/Receipt details if different from above:</b>
<b>Purchase order number:</b>

Stand Option 1	Price (exc VAT)	Price (inc VAT)	✓
2m x 2m	£1528.33	£1834	
Stand Option 2			
2m x 3m	£2293.33	£2752	
Stand Option 3			
2m x 4m	£3055.83	£3667	

Signed copy of Exhibition stand Terms and Conditions enclosed

### METHOD OF PAYMENT

Please send completed forms with remittance (in £ sterling) to:

**BCVA, 17 The Glenmore Centre, Waterwells Business Park, Quedgeley, Gloucestershire, GL2 2AP**

Tel: 01452 725735

Fax: 01452 725780

Email: **congress2024@bcva.co.uk**

### DETAILS FOR PAYMENT BY BACS

Account name: **BCVA Ltd**

Sort code: **20-33-83**

Account number: **13495434**

Please send a remittance advice slip.

### PAYMENT BY CHEQUE

Cheques should be made payable to:

**BCVA Ltd**

### PAYMENT BY CREDIT CARD

(The last 3 digits on the signature strip)

Credit Card No: .....

Issue No: .....

Expiry date: ...../.....

CSC (Card Security Code): .....

Cardholder's name: .....

Cardholder's address: .....

.....

.....

Cardholder's Signature:
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**Terms & Conditions:** Once your booking is received and accepted a VAT invoice will be sent. A receipt will be sent via e-mail once payment has been processed. Stands will be allocated and delegates will be registered on a first come first served basis when payment is received. Cancellations are liable to a 40% cancellation charge up to 60 days prior to the event after which there will be no refunds. Information is correct at time of print.