

Welcome

Dear Sponsorship Representatives,

The EMTA conference is back in a face-to-face format taking place 26 – 27 February 2025 at the Harbour Hotel Bristol. We are keen to work with sponsors across the two-day event to provide maximum visibility for your business, your key objectives and an educational experience for delegates.

Working with the Royal College of Emergency Medicine, EMTA represents the views and needs of all emergency medicine (EM) trainees, and actively encourages trainees to shape the development of the EM specialty.

Exhibiting at the EMTA Conference will give you unparalleled access to this significant group of clinicians and enable you to enhance your profile and communicate key messages to the EM consultants of the future.

Making up almost 40% of the College membership, trainees are a vital part of the specialty. The programme, created by the EMTA executive committee to educate, motivate and inspire trainees, attracts delegates from all over the UK.

With over 100 delegates expected to attend, the audience will be made up of trainees at all stages of their careers, meaning that you can promote your brand, products and services to a wide cross-section of the EM community.

We look forward to you getting involved, and please don't hesitate to get in touch if you have any further queries.

Best wishes,

RCEM Events

On behalf of the EMTA Executive Committee



EMERGENCY MEDICINE TRAINEES' ASSOCIATION

Sponsorship package

Our exhibition package has been carefully curated to maximise your visibility and showcase your products and services. We welcome suggestions from exhibitors and would be happy to discuss your requirements with you if our standard package doesn't suit your requirements.

Exhibition sponsor for full conference	£2,450 + VAT
3m x 2m space in catering space including trestle table and 2 chairs	
2 exhibitor passes including lunch and refreshments	
Logo on digital programme	
Logo on holding slide	
Delegate list including name, email address and organisation*	
Additional exhibitor passes	£130 + VAT per day

Digital promotion package	£750 + VAT
3 social media posts from RCEM affiliated accounts promoting the sponsor organisation	
Logo on final information email and post-event thank you email to delegates	
Link in thank you email to delegates to sponsor organisation site/products	

If you are interested in having an uncontested speaking slot in the programme for this event to provide an educational update to delegates, then please contact events@rcem.ac.uk for more information on the options. There is limited availability of these speaking slots for sponsors.

Friends of RCEM qualify for up to a 20% discount for a stand at RCEM events or conferences. For more information and to see the other benefits, visit: rcem.ac.uk/friends-of-rcem

* We are only able to provide contact details of those delegates who give their permission at time of registration

Booking form

We, the undersigned, express our wish to sponsor the items marked below in accordance with the terms described in the "Terms and Conditions".

Name of event:

Sponsoring company name:

Main contact name & job title:

Email:

Phone number:

Finance contact name & job title:

Finance email:

Finance telephone number:

Purchase order number:

Address (to send invoice to):

Sponsorship item(s):

Total cost of items (not including VAT):

Stand preference (if applicable to be confirmed by RCEM):

Signature: Date: / /

Terms and conditions

GENERAL DETAILS

We are committed to making the event a success for all our supporters. If you have a specific idea or request that does not fit into one of the packages detailed, please let us know. All prices shown are not including VAT.

The Royal College of Emergency Medicine is the academic body for Emergency Medicine in the UK. Our conferences and study days are of the major meeting points for these doctors, the majority of whom are purchasing decision makers. All sponsors will exhibit in venues alongside event catering, ensuring a consistently high level of exposure to delegates for the duration of the event.

The College will provide name badges for sponsor representatives attending the event when names are given in advance, these can be collected from the registration desk. Please contact the organiser if additional audio visual and IT equipment are required. Please also confirm to the organiser if you require additional power sockets, and we will see if this can be catered for accordingly. Please note that there may be a charge for this.

Each package comes with an assigned number of company representative passes.

Deadlines for files, set-up times and storage facilities will be confirmed on an event specific basis. Once a completed booking form and payment has been received sponsors will receive a full exhibition pack related to their event.

The College values its long standing relationships with other charitable and not-for-profit organisations. We are pleased to offer a 10% discount to charitable and not-for-profit organisations. Due to the intimate nature of the venue our commercial partners will be given first option for all sponsorship packages.

TERMS AND CONDITIONS

BOOKING AND PAYMENT

Please note that we require all invoices for sponsorship and exhibition to be paid within 30 days of invoice date or 3 working days before the event date, whichever is sooner. Sponsoring and exhibiting organisations agree to this when signing the booking page. A booking form is only deemed complete if all fields have been complete, until this has happened a sponsor will not be considered 'booked' and you may lose stand preferences or limited item options. If payment has not been made, the College reserves the right to refuse entry to the exhibitor.

CANCELLATION

For a full refund, written cancellations must be received at least 12 weeks prior to the event. Replacement representatives are welcome at any time. The College reserves the right to cancel any event. In this case, the full fee will be refunded unless a mutually convenient transfer can be arranged. In the unlikely event that the College postpones an event and the sponsor/exhibitor is unable or unwilling to attend on the rescheduled date, they will receive a full refund of the fee paid. The College is not responsible for any loss or damage as a result of a substitution, alteration or cancellation/postponement of an event. The College shall assume no liability whatsoever if this event is cancelled, rescheduled or postponed due to a fortuitous event, Act of God, unforeseen occurrence or any other event that renders performance of this conference impracticable, illegal or impossible. For the purpose of this clause, a fortuitous event shall include, but not be limited to: war, fire, strikes, extreme weather or other emergencies.

Please note that while speakers and topics are confirmed at the time of publishing, circumstances beyond the control of the organisers may necessitate substitutions, alterations or cancellations of the speakers and/or topics. As such, the College reserves the right to alter or modify the advertised speakers and/or topics if necessary without any liability to you whatsoever. Any substitutions or alterations will be updated on the event's webpage as soon as possible.

SPECIAL REQUIREMENTS

Please note representative special requirements including dietaries and special access must be finalised at least 10 working days before the event takes place. Special requirement requests with respect to a sponsored item or exhibition stand, must be finalised at least 4 weeks before the event date. Requests and changes after this time, cannot be guaranteed.

All sponsorship bookings, are also covered by the Terms and Conditions of Booking found on at www.rcem.ac.uk.

LIABILITY

The organisers do not accept liability for any injuries or losses of any nature incurred by delegates, representatives and/or accompanying persons, nor for loss or damage to their event items, luggage and/or personal belongings.

In connection to payment to the College (e.g. bank transfers), all bank charges are the responsibility of the payee.

RCEM reserve the right to refuse entry to any sponsor or representative to all our events.