

APSE Scotland Building and Housing Seminar 2024 Exhibition and Sponsorship Information



**Thursday 22 and Friday 23 February 2024
Hilton Glasgow**

About the event

Background

The APSE Scotland Building and Housing Seminar and Exhibition hosts delegates from across Scottish local authorities and engages with a range of suppliers involved in the public sector marketplace. The event annually attracts over two thirds of all Scottish Councils, and has proven to be one of the most successful seminars and networking opportunities of its kind.

Format

The format of the event will see a full day of seminar and exhibition, followed by the annual dinner and Apprentice awards on day one. The seminar will continue on day two with the building and housing breakfast clinic, this clinic is a more informal discussion session and all exhibitors are welcome to participate within this in addition to the main sessions on day one. Networking opportunities will take place at all refreshment breaks as well as lunch on the Thursday, along with the annual dinner/ awards ceremony, in addition there will be a further opportunity during the Friday morning breakfast clinic. All stands will be required to be broken down on late afternoon of day one (Thursday 22nd February), companies will be welcome to supply a small selection of marketing materials which will be on display within the breakfast clinic room. Company logos will also be shown on a rolling powerpoint slide within the clinic for all delegates.

Venue

Hilton Glasgow,
1 William Street,
Glasgow,G3 8HT

Is this event for me?

The delegates attending this event have direct procurement responsibility across a range of services. The exhibition covers all procurement activity across both public and private developers and will be supported across the following areas (as well as many others):

- Building materials and supplies
- Kitchen, bathroom and other fittings
- House builders and their investment partners
- Private business developers
- Land services suppliers
- Design services
- Renewables and energy efficiency

We offer a range of event packages for exhibitors including:

- Stand and accommodation (see page 3 for details)
- Sponsorship packages (please see pages 4 to 6 for details)



Exhibition Packages

Stand space only (£350 + VAT)

This package includes:

- 2m x 2m floor space stand
- 1 clothed trestle tables
- 2 chairs
- Access to power socket on request
- 250 word company profile and logo in the conference brochure
- 2 representatives full access to the event including all refreshments and lunches
- Full delegate attendee list
- 2 representatives access to the breakfast clinic on the Friday morning
- Opportunity to supply a small selection of marketing materials for breakfast clinic
- Company logo on display within breakfast clinic

Accommodation and award dinner (£165 + VAT per representative)

This package includes:

- Overnight accommodation, bed and breakfast at the conference hotel
- Pre dinner drinks reception
- 3 course dinner followed by the apprentice of the year awards ceremony
- Seated on a local authority table for networking

Awards dinner only (£65 + VAT)

- Pre dinner drinks reception
- 3 course dinner followed by the apprentice of the year awards ceremony
- Seated on a local authority table for networking

Sponsorship

Overall conference and awards sponsorship £2000 + VAT

- Sponsor logo on the marketing emails to all APSE contacts within the sector
- Sponsor logo to also appear within conference flyer, brochure and posters distributed through the conference and on the APSE website
- 10 minute speaking slot at the event (PowerPoint optional)
- Social media promo link through APSE X accounts and LinkedIn
- A post event link to all delegates with a click link to your company website
- Sponsor pop up banner to be located on seminar stage (company to provide) for duration of the event and awards
- Company listing (250 words) within the conference brochure
- Company speaker profile within conference brochure
- Conference brochure will appear on the APSE website event page for delegates and all APSE contacts to access post event
- Sponsor logo on all awards trophies and certificates presented to finalists and winners at the awards ceremony
- Rep to present the trophies and certificates to all on the night
- Winners photos including your rep will appear on APSE website, X and APSE Direct for all APSE contacts in the sector
- APSE press release including company logo and link to website for winning photos will be emailed to all APSE contacts in the sector
- Sponsor entitled to a seat on the top table for the annual dinner
- Sponsor pop up banner used as backdrop for all awards photos along with APSE banner
- Sponsor logo on conference holding slide during awards ceremony
- Sponsor logo on awards dinner menu, awards booklet and awards posters
- Overnight accommodation for your rep on the night of the awards (Thursday 22 February)
- Exhibition stand 2x2m floor space only

Sponsorship

Conference gift

£1000 + VAT

- Company logo printed onto the conference gift
- Gift distributed to all attendees on arrival at the event
- Prime stand location within the exhibition area (subject to booking date)
- Company logo to appear within conference flyer, brochure and posters displayed throughout the conference areas (subject to booking date)
- Examples of previous gifts are below (subject to price)

Pre-dinner drinks reception

£750 + VAT

- Company pull-up stand near the reception serving points (optional)
- Company logo to appear within conference flyer, brochure and posters displayed throughout the conference areas (subject to booking date)
- Opportunity to place marketing materials in pre-dinner drinks reception area



MAGlite torch sponsored by Dennis Eagle



Car first aid kit sponsored by DAF Trucks

Sponsorship

Conference lanyards

£500 + VAT

- Company to supply their own lanyards (approx 175) which will be issued to all attendees to hold their name badges and worn for the duration of the event
- Company logo to appear within conference flyer, brochure and posters displayed throughout the conference areas (subject to booking date)
- £750 + VAT if taken together with name badges package

Conference name badges

£500 + VAT

- Company logo on front of the name badge along with APSE logo and conference title
- Company contact details printed on the back of the name badges
- Name badges distributed to all attendees on arrival at the event
- Company logo to appear within conference flyer, brochure and posters displayed throughout the conference areas (subject to booking date)
- £750 + VAT if taken together with lanyards package

If you would be interested in any other type of event sponsorship, please contact Laura McNab at 01698 459051 or by e-mail at Lmcnab@apse.org.uk

Exhibition and sponsorship booking form

APSE Scotland Building and Housing Seminar, 22 & 23 February 2024, Hilton Glasgow

Company Name.....

Contact Name

Address

..... Postcode

Telephone

E-Mail

Purchase Order Number (if required)

Please complete as applicable:-

Please reserve stand space only (state how many)

Please reserve accommodation & awards dinner (state how many)

Please reserve awards dinner only (state how many)

Please book sponsorship of (state package)

(Individual prices over page)

Full name of 1st representative.....

E-mail of 1st representative.....

Full name of 2nd representative.....

E-mail of 2nd representative.....

Any additional booking information

.....

Signed Dated

GDPR POLICY: By submitting this booking form you are confirming that you are happy for APSE to retain your details so that we can send you information relevant to your area of interest. Your data will be used for sign in sheets, delegate lists and hotel lists. If you are making a booking on behalf of other delegates please confirm that you have their permission to be included on our database. Our GDPR policy is available on our website: www.apse.org.uk

CANCELLATION & REFUND POLICY: Reservation is a contract. Substitution of reps is acceptable any time in writing by post or email to Lmcnab@apse.org.uk. Cancellations must be made in writing at least 30 days before the event and will incur a 20% administration fee. No refunds can be given for cancellations received less than 30 days before the event or for non-attendance. In the unlikely event of cancellation by the organisers, liability will be restricted to the refund of fees paid. The organisers reserve the right to make changes to the programme, speakers or venue should this become necessary. If due to emergency action by UK Governments / Administrations or Public Agencies this event is postponed, for example for reasons of public health and safety, the organisers will transfer your booking to the replacement event or provide a credit voucher against a future event booking.

Please return completed forms to: Laura McNab, APSE, Unit 18-20, Brandon House
Business Centre, 23-25 Brandon Street, Hamilton, ML3 6DA.

Tel: 01698 459051 **Fax:** 01698 200316 **Email:** Lmcnab@apse.org.uk