



AUSTRALIAN
AIRPORTS
ASSOCIATION

Partnership Prospectus

AIRPORT OPERATIONS OPS SWAP FORUM 2024

Tuesday 28 - Thursday 30 May 2024
Hotel Realm, Canberra

INVITATION TO PARTNER

It is with great pleasure that we invite you to the 2024 Australian Airports Association's (AAA) biennial OPS SWAP Forum, being held in the Nation's Capital, Canberra.

The 2024 Forum will return to its original format of two days, including welcome networking drinks and the ever popular trivia night. The program will feature a comprehensive program focused on technical issues, new technologies and challenges that airports face each and every day.

The program will incorporate plenary sessions and panel discussions which focus on specific and detailed operational issues.

With the ever increasing popularity of the Forum, we are expecting regional and major airport representatives to attend this specialised event.

Partnering with the Forum is a great way to show your support and commitment to the industry and showcase your company to a broad range of key decision makers, industry professionals and stakeholders.

This Forum is the only event of this nature held in Australia and is an invaluable opportunity for you to engage with industry professionals.

We look forward to partnering with you for this exciting event and seeing you in Canberra.

James Goodwin
Chief Executive
Australian Airports Association



The Australian Airports Association (AAA) is a non-profit organisation that was founded in 1982 in recognition of the real need for one coherent, cohesive, consistent and vital voice for aerodromes and airports throughout Australia.

The AAA represents the interests of more than 340 airports and aerodromes Australia wide – from the local country community landing strip to major international gateway airports.

The AAA also represents more than 160 aviation stakeholders and organisations that provide goods and services to airports.

PARTNERSHIP BENEFITS



The [OPS SWAP Forum](#) provides excellent partnership and branding opportunities.

As an OPS SWAP Forum Partner, you will have the opportunity to:

- Market your product and/or service at a national Forum, whilst regain your profile within the industry and add value and exposure to your brand
- Reach an Australian market of hundreds of industry leaders and decision-making delegates from major and regional airports
- Attend a Forum renowned for its success in bringing industry together to discuss key issues and identify solutions for the industry
- Demonstrate your commitment to the aviation industry

Being an OPS SWAP Forum Partner of this event, is a unique way to promote your business, support your brand and maintain a high profile amongst the aviation industry before, during and after the Forum.

The OPS SWAP Forum will discuss technical issues, new technologies and challenges that airports face on a day-to-day basis including airfield regulation and safety through a variety of case studies based on airport operations and projects.

We encourage you to take advantage of these unique opportunities to expose your brand to regional and major airport representatives and be part of the OPS Swap Forum and event success.

Partnership packages are outlined on the following pages. If there is not a package that suits your organisational goals, we would be happy to tailor a package to suit your needs.

We look forward to partnering with you on this specialised industry event.

DELEGATE PROFILE

The OPS SWAP Forum 2024 will provide direct access to more than 180 delegates and leading decision makers within the aviation industry.

As with previous OPS SWAP Forums, the delegates attending the event are expected to come from across Australia and New Zealand.



THE DETAILS

The biennial OPS SWAP Forum will feature a comprehensive program focused on technical issues, new technologies and challenges that airports face on a daily basis.

The program will incorporate plenary sessions and panel discussions which focus on specific and detailed operational issues.

AIRPORT OPERATIONS OPS SWAP FORUM 2024



Tuesday 28 May, Wednesday 29 May &
Thursday 30 May 2024

Hotel Realm, Canberra

Networking Events



Welcome Networking Cocktail Event

Tuesday 28 May 2024

6pm-8pm

Ostani, Canberra



Airport Trivia and Networking Dinner

Wednesday 29 May 2024

7pm-10.30pm

Australian War Memorial (Aircraft Hall)



PROGRAM HIGHLIGHTS

The program will include plenary and panel discussions which will focus on specific and detailed operational issues. Topics that may be incorporated into the program include:

- Airport Case Studies (Regional, Major and Capital City)
- Procedures
- Technology
- Safety
- Training
- Maximising Operational Efficiency
- Project Management and Delivery
- Wildlife Hazard Management
- Emergency Management
- Regulation



REGISTRATION



Registration fees include the Welcome Networking Cocktail Event on the Tuesday evening and the Airport Trivia and Networking Dinner on the Wednesday evening.

OPS SWAP FORUM

AAA AIRPORT MEMBERS	\$1,760
AAA CORPORATE MEMBERS	\$2,200
NON-MEMBERS	\$2,750

ADDITIONAL TICKETS TO NETWORKING EVENTS

NETWORKING COCKTAIL EVENT	\$165
AIRPORT TRIVIA AND NETWORKING DINNER	\$195

All registration fees include GST

“ The OPS SWAP Forum has the best operations content — more so than any other aviation event in Australia.

My team look forward to it every year. It’s a rare chance to meet others from airports across the country and share ideas. ”



PROGRAM

** Program timing subject to change*

TUESDAY 28 MAY

2.30PM - 4PM	CANBERRA AIRPORT TOUR*
4PM	BUS TRANSFER TO AUSTRALIAN WAR MEMORIAL
4.30PM	LAST POST CEREMONY*
5PM	BUS TRANSFER TO VIBE HOTEL
6PM - 8PM	WELCOME NETWORKING COCKTAIL EVENT

** Limited places available. Book early to avoid disappointment*

WEDNESDAY 29 MAY

8.15AM	REGISTRATION / NETWORKING
9.00AM	FORUM SESSIONS
10.30AM	MORNING TEA / NETWORKING
11AM	FORUM SESSIONS
12.30PM	LUNCH / NETWORKING
1.30PM	FORUM SESSIONS
3.00PM	AFTERNOON TEA / NETWORKING
3.30 - 5.00PM	FORUM SESSIONS
7.00PM	AIRPORT TRIVIA AND NETWORKING DINNER

THURSDAY 30 MAY

8.30AM	REGISTRATION / NETWORKING
9.00AM	FORUM SESSIONS
10.30AM	MORNING TEA / NETWORKING
11.00AM	FORUM SESSIONS
12.30PM	LUNCH / NETWORKING
1.30PM	AFTERNOON TEA AND EXHIBITION
3.30PM	CONCLUSION OF OPS SWAP FORUM 2024



PARTNERSHIP PACKAGES AT A GLANCE

PARTNERSHIP CATEGORY	NUMBER OF PACKAGES AVAILABLE	PRICE <i>(excludes GST)</i>
Platinum Partner	ONE	\$15,000
Major Partner	ONE	\$10,000
Event Partner	FOUR	\$6,000
Welcome Networking Cocktail Event Partner	ONE	\$8,000
Airport Trivia and Networking Dinner Partner	ONE	\$8,000
Coffee Station & Catering Partner	ONE	\$7,000
Lanyard and Name Tag Partner	ONE	\$4,500
Sustainable Water Bottle Partner	ONE	\$4,500
Pen and Notepad Partner	ONE	\$4,500
Printed Program Partner	ONE	\$4,000
Wi-Fi Partner	ONE	\$2,500

OUR COMMITMENT TO YOU

- Commitment to our Partners will begin from the time you confirm.
- Ongoing point of contact with our Senior Manager – Events & Partnerships and prompt response to your queries.
- Clear and timely information regarding your partnership package and the logistics of putting the benefits into action.
- Maximise the exposure of your partnership by ensuring that your brand appears prominently on the AAA website and other promotional material as per your package.
- Willingness to tailor your package to include additional or alternative leveraging opportunities in order to maximise the opportunity to showcase your business.

CONTACT DETAILS

Erin Livingston
Senior Manager – Events & Partnerships
Australian Airports Association

Mobile: 0429 589 066
Email: elivingston@airports.asn.au
www.airports.asn.au

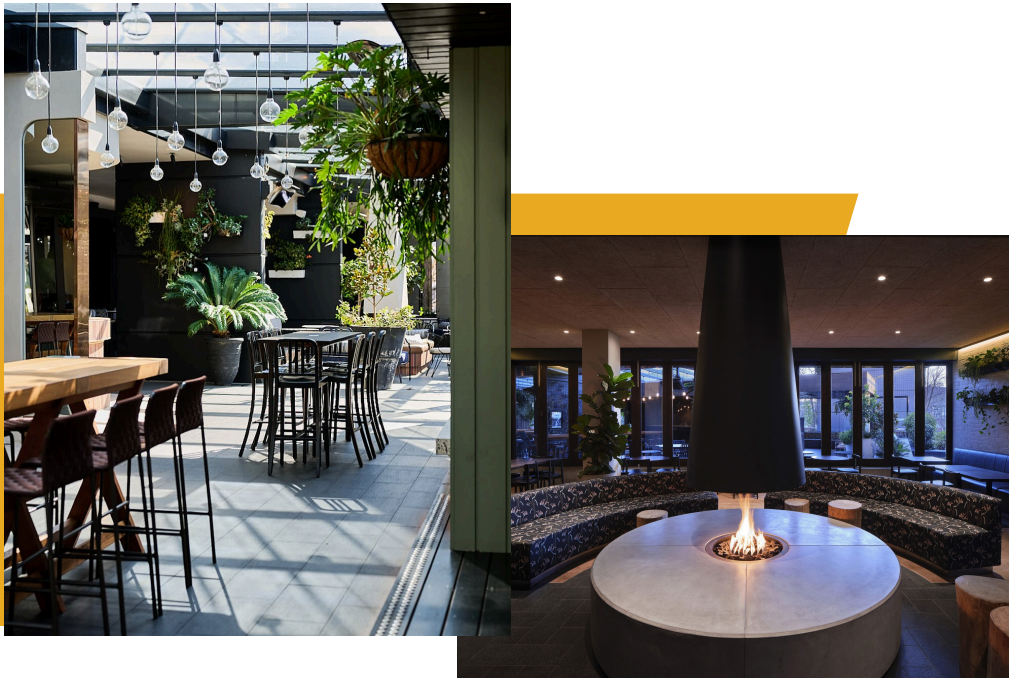
NETWORKING EVENTS

Welcome Networking Cocktail Event

Ostani, Canberra

Tuesday 28 May 2024 | 6pm-8pm

Join us for networking drinks at Ostani and enjoy a much-needed catch up with industry colleagues and friends. This networking cocktail event will be an enjoyable evening including a variety of canapes and beverages, networking and opportunity to make new industry connections.



Airport Trivia and Networking Dinner

Australian War Memorial (Aircraft Hall)

Wednesday 29 May 2024 | 7pm-10.30pm

Attend the Airport Trivia and Networking Dinner at the Australian War Memorial - one of the world's great museums renowned for its extensive collection of art, relics, photographs, film and sound commemorating the sacrifice of Australians at war. Join our Airport Trivia Host, where teams will be asked a series of questions based on national and international aviation trivia. You will also enjoy dinner and beverages as you play as a team to win the rounds, grab the prizes and take out the 2024 Airport Trivia championship.



Partnership Opportunities



Being an OPS SWAP Forum Partner is a unique way to promote your business, support your brand and maintain a high profile amongst the aviation industry before, during and after the Forum.



OPS SWAP FORUM PARTNERSHIP PACKAGES

Platinum Partner \$15,000 plus GST (ONE AVAILABLE)

As the OPS SWAP Forum Platinum Partner, you will receive significant exposure in the lead up to, as well as throughout the Forum. You will have the opportunity to showcase your organisation to key decision makers in airport operations throughout Australia.

PARTNER RECOGNITION

- The opportunity to give a five (5) minute welcome address to open the Forum on Day 1
- Acknowledgment as the OPS SWAP Forum Platinum Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Platinum Partner
- Prominent branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 200-word company profile

PARTNER PROMOTION

- Speaking opportunity to deliver a 30-minute keynote presentation. (Please note the presentation must be a topic as agreed with the AAA.)
- Two full page advertisements (or one double spread) to be included in the OPS SWAP Forum printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Platinum Partner, that you can share across your social media networks
- Email signature promoting your organisation as the Platinum Partner which can be used on your own company email signature blocks
- Opportunity to place promotional material and an item, such as a USB stick, on the conference tables

REGISTRATION INCLUSIONS

- Three complimentary OPS SWAP Forum registrations, including tickets to both evening networking events, valued at \$6,600
- Additional registrations can be purchased at the Airport Member rate for your team members rather than the Corporate Member rate

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum

OPS SWAP FORUM PARTNERSHIP PACKAGES

Major Partner \$10,000 plus GST (ONE AVAILABLE)

As the OPS SWAP Forum Major Partner, you will receive wide exposure in the lead up to, as well as, throughout the Forum. You will have the opportunity to showcase your organisation to key decision makers in airport operations throughout Australia.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Major Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the forum as the OPS SWAP Major partner
- Prominent branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 150-word company profile

PARTNER PROMOTION

- Speaking opportunity to deliver a 30-minute presentation. (Please note the presentation must be a topic as agreed with the AAA.)
- One full page advertisement to be included in the OPS SWAP printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Major Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Major Partner which can be used on your own company email signature blocks

REGISTRATION INCLUSIONS

- Two complimentary OPS SWAP Forum registrations, including tickets to both evening networking events, valued at \$4,400
- Additional registrations can be purchased at the Airport Member rate for your team members rather than the Corporate Member rate

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum





OPS SWAP FORUM PARTNERSHIP PACKAGES

Event Partner \$6,000 plus GST (FOUR AVAILABLE)

There are four Event Partner opportunities available for the OPS SWAP Forum. Your organisation will receive brand exposure in the lead up to and throughout the Forum.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Event Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Event Partner
- Branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile

PARTNER PROMOTION

- One half page advertisement to be included in the OPS SWAP Forum printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Event Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Event Partner which can be used on your own company email signature blocks

REGISTRATION INCLUSIONS

- One complimentary OPS SWAP registration, including both evening networking events, valued at \$2,200
- Additional registrations can be purchased at the Airport Member rate for your team members rather than the Corporate Member rate

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum

OPS SWAP FORUM PARTNERSHIP PACKAGES

Welcome Networking Cocktail Event Partner \$8,000 plus GST (ONE AVAILABLE)

The Welcome Networking Cocktail Event is a valuable networking event for delegates and partners alike and an exclusive opportunity to showcase your brand.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Welcome Networking Cocktail Event Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Welcome Networking Cocktail Event Partner
- Prominent branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile

PARTNER PROMOTION

- Five (5) minute speaking opportunity to welcome attendees to the networking event
- Company branding displayed at the event
- Opportunity to brand the event space, in consultation with the AAA
- Opportunity to provide promotional material for all attendees at the Welcome Networking Cocktail Event Partner
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Welcome Networking Cocktail Event Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Welcome Networking Cocktail Event Partner which can be used on your own company email signature blocks

REGISTRATION INCLUSIONS

- One complimentary OPS SWAP Forum registration, including both evening networking events, valued at \$2,200
- Additional registrations can be purchased at the Airport Member rate for your team members rather than the Corporate Member rate
- Four complimentary additional tickets to the networking function, to allow you to maximise the presence of your staff at this event, valued at \$660

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum





OPS SWAP FORUM PARTNERSHIP PACKAGES

Airport Trivia and Networking Dinner Partner \$8,000 plus GST (ONE AVAILABLE)

The Airport Trivia and Networking Dinner is a valuable networking event for delegates and partners alike and an exclusive opportunity to showcase your brand.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Airport Trivia and Networking Dinner Event Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Airport Trivia and Networking Dinner Partner
- Prominent branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum and throughout the evening networking event

PARTNER PROMOTION

- Five (5) minute speaking opportunity to welcome attendees to the networking dinner
- Company branding displayed at the event
- Opportunity to brand the event space, in consultation with the AAA
- Opportunity to provide promotional material for all attendees at the Airport Trivia and Networking Dinner
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Airport Trivia and Networking Dinner Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Airport Trivia and Networking Dinner Partner which can be used on your own company email signature blocks

REGISTRATION INCLUSIONS

- One complimentary OPS SWAP Forum registration, including both evening networking events, valued at \$2,200
- Additional registrations can be purchased at the Airport Member rate for your team members rather than the Corporate Member rate
- Four complimentary additional tickets to the networking function, to allow you to maximise the presence of your staff at this event, valued at \$780

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum

OPS SWAP FORUM PARTNERSHIP PACKAGES

Coffee Station & Catering Partner \$7,000 plus GST (ONE AVAILABLE)

As the OPS SWAP Forum Coffee Station & Catering Partner, you will receive brand exclusivity across all catering breaks throughout the Forum. Having a Coffee Station branded is a great way to promote your business. This package covers everything from the coffee station to the barista hire and most importantly the coffee beans.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Coffee Station & Catering Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Coffee Station & Catering Partner
- Branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile
- Brand recognition at catering and coffee cart stations within the catering area
- Branded coffee cups to be used at the coffee station (maximum of 1,000 cups provided)

PARTNER PROMOTION

- Opportunity to provide promotional material at the catering and coffee cart stations (subject to AAA's approval)
- One half page advertisement to be included in the OPS SWAP Forum printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Coffee Station & Catering Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Coffee Station & Catering Partner which can be used on your own company email signature blocks

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum





OPS SWAP FORUM PARTNERSHIP PACKAGES

Lanyard and Name Tag Partner \$4,500 plus GST (ONE AVAILABLE)

As the exclusive Lanyard and Name Tag Partner, your company logo will appear on the lanyards worn by all delegates, speakers and exhibitors at the OPS SWAP Forum. Please note that **confirmation of partnership will be needed by Friday 5 April 2024** to ensure the lanyards are manufactured in time for the Forum.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Lanyard Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Lanyard Partner
- Branding placement on promotional material including the Forum program and PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile
- Your company logo to appear on all lanyards worn by every delegate, speaker and exhibitor. Please note your company logo will appear alongside the AAA logo on the lanyards

PARTNER PROMOTION

- One half page advertisement to be included in the OPS SWAP Forum printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Lanyard and Name Tag Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Lanyard Partner which can be used on your own company email signature blocks

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum

OPS SWAP FORUM PARTNERSHIP PACKAGES

Printed Program Partner \$4,000 plus GST (ONE AVAILABLE)

As the exclusive OPS SWAP Forum Printed Program Partner, the printed programs will be utilised by delegates and used as a quick reference to help navigate their way through the Forum.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Printed Program Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Printed Program Partner
- Branding placement on the PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile
- Your company logo to appear on the front cover of the printed program

PARTNER PROMOTION

- Full page advertisement to be included on the back cover of the printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP social media content, identifying your organisation as the Printed Program Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Printed Program Partner which can be used on your own company email signature blocks

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum



OPS SWAP FORUM PARTNERSHIP PACKAGES

Pen and Notepad Partner \$4,500 plus GST (ONE AVAILABLE)

Have your company logo on all the conference notepads and pens, receiving high exposure during the Forum. Enjoy a high degree of brand visibility post the Forum as delegates take their note pad & pen materials back with them. The notepads and pens will be waiting for them at their tables within the plenary room.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Pen and Notepad Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Pen and Notepad Partner
- Organisation brand placement on the PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile
- Your company brand to appear on each notepad and pen.

PARTNER PROMOTION

- One half page advertisement to be included in the printed OPS SWAP printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP social media content, identifying your organisation as the Pen and Notepad Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Pen and Notepad Partner which can be used on your own company email signature blocks

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum

OPS SWAP FORUM PARTNERSHIP PACKAGES

Sustainable Water Bottle Partner \$4,500 plus GST (ONE AVAILABLE)

As the Sustainable Water Bottle Partner, you will have your logo printed on a metal re-usable water bottle. Each delegate will receive a sustainable water bottle.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Sustainable Water Bottle Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Sustainable Water Bottle Partner
- Organisation brand placement on the PowerPoint slides displayed during the Forum
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile
- Your company brand to appear on each sustainable water bottle

PARTNER PROMOTION

- One half page advertisement to be included in the printed OPS SWAP printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP social media content, identifying your organisation as the Sustainable Water Bottle Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Printed Program Partner which can be used on your own company email signature blocks

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum





OPS SWAP FORUM PARTNERSHIP PACKAGES

Wi-Fi Partner Partner \$2,500 plus GST (ONE AVAILABLE)

Partnering the Forum Wi-Fi gives your organisation the opportunity to showcase your brand across delegate services.

PARTNER RECOGNITION

- Acknowledgment as the OPS SWAP Forum Wi-Fi Partner in the lead up to the Forum including the AAA Airport Alert electronic newsletter distributed to more than 2,000 AAA members each week, AAA website (with a link to your company website), Forum electronic marketing and across AAA social media channels
- Verbal acknowledgment throughout the Forum as the OPS SWAP Forum Wi-Fi Partner
- Branding placement on the PowerPoint slides displayed during the Forum
- Signage placed around the exhibition area and on the conference tables highlighting the Wi-Fi details, including your organisation branding
- Your branding included in the OPS SWAP Forum printed program, including contact details, company logo and 100-word company profile

PARTNER PROMOTION

- One half page advertisement to be included in the OPS SWAP Forum printed program. (Artwork to be provided by the partner)
- Dedicated OPS SWAP Forum social media content, identifying your organisation as the Wi-Fi Partner which you can share across your own social media networks
- Email signature promoting your organisation as the Wi-Fi Partner which can be used on your own company email signature blocks

ACCESS TO DELEGATES

- Access to the delegate list (subject to the Privacy Act) one week prior to the Forum

PARTNERSHIP AND EXHIBITION ACCEPTANCE FORM

Organisation	ABN or ACN	
<input type="text"/>	<input type="text"/>	
Booking Contact Name	Position/Title	
<input type="text"/>	<input type="text"/>	
Email	Phone	
<input type="text"/>	<input type="text"/>	
Billing Address		
<input type="text"/>		
City	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

PLEASE TICK THE OPTIONS YOU WISH TO SECURE

PARTNERSHIP OPPORTUNITIES	PRICE (EXCLUDES GST)	SELECT
Platinum Partner 1 available	\$15,000	<input type="checkbox"/>
Major Partner 1 available	\$10,000	<input type="checkbox"/>
Event Partner 4 available	\$6,000	<input type="checkbox"/>
Welcome Networking Cocktail Event Partner 1 available	\$8,000	<input type="checkbox"/>
Trivia Night Dinner Event Partner 1 available	\$8,000	<input type="checkbox"/>
Coffee Station & Catering Partner 1 available	\$7,000	<input type="checkbox"/>
Lanyard and Name Tag Partner 1 available	\$4,500	<input type="checkbox"/>
Sustainable Water Bottle Partner 1 available	\$4,500	<input type="checkbox"/>
Pen and Notepad Partner 1 available	\$4,500	<input type="checkbox"/>
Printed Program Partner 1 available	\$4,000	<input type="checkbox"/>
Wi-Fi Partner 1 available	\$2,500	<input type="checkbox"/>

Total Amount \$

Name	Position
<input type="text"/>	<input type="text"/>
Organisation	
<input type="text"/>	
Signed	Date
<input type="text"/>	<input type="text"/>

TO CONFIRM A PARTNERSHIP PACKAGE, PLEASE RETURN THIS COMPLETED ACCEPTANCE FORM TO:

Erin Livingston
Senior Manager – Events & Partnerships
Australian Airports Association
Email: elivingston@airports.asn.au
Contact: 0429 589 066

On receipt of this form a tax invoice and confirmation details will be sent.

TERMS AND CONDITIONS

TERMS OF PARTICIPATION

1. Acceptance of Terms of Participation

- 1.1 You agree to the Terms of Participation when you submit the Acceptance Form to us.
 - 1.2 Each Acceptance Form you place will be a separate and binding agreement between you and us with respect to the participation in the Activity.
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2. Acceptance Form Submission

- 2.1 You may submit an Acceptance Form to participate in the Activity and its Related Services by submitting the Acceptance Form to us.
 - 2.2 When you submit an Acceptance Form you make an offer to participate in the Activity and we may accept or reject an Acceptance Form for any reason.
 - 2.3 When you submit your Acceptance Form, you warrant that all information contained is true and correct and you have the authority to enter into this Agreement.
 - 2.4 Your Acceptance Form is not accepted merely because:
 - (a) you received a notice that we acknowledged your Acceptance Form;
 - (b) you received a request to confirm your identity or other details; or
 - (c) payment has been charged to the nominated credit card.
 - 2.5 We will:
 - (a) if your Acceptance Form is accepted, notify you by email that it is accepted;
 - (b) if your Acceptance Form is rejected:
 - (i) notify you by email that it is rejected; and
 - (ii) refund any monies you may have paid to us, to the credit card that you paid with.
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3. Payment

- 3.1 You understand the Participation Fees and the elements making up the Activity may change from time to time, and we reserve the right to amend the Participation Fees with reasonable written notice given to you.
- 3.2 You must pay us the Participation Fee at a time nominated and communication to you, or if no such time has been nominated, upon the placement of your Acceptance Form.
- 3.3 You warrant to pay the Participation Fees in accordance with the payment terms contained in the Acceptance Form, or the tax invoice given to you.
- 3.4 If you pay by credit card, you warrant that your credit card details are true and correct and that you are authorised to charge the relevant credit card.
- 3.5 You must indemnify us from and against any loss or damage we suffer in connection with a breach of warranty in sub-clause 3.3.

- 4.7 If we accept your cancellation request:
- (a) you must pay the costs we incur in cancelling your request including administrative costs and third party costs; and
 - (b) we will refund amounts equivalent to Participation Fee less the costs incurred in paragraph 4.7(a).

Cancellation by Us or the Venue

- 4.8 Should the Activity be cancelled by Us, we will provide you with a full refund of the Participation Fees already paid.
- 4.9 Should the Activity be cancelled by the Venue and the Activity is not postponed, we will provide you with a full refund of the Participation Fees already paid.
- 4.10 All refunds for credit cards are made only to the credit card that was used to pay the Participation Fees. We will not be responsible for credit card fees however.
- 4.11 To the fullest extent permitted under the law, we do not accept or provide refunds except in accordance with this clause and clauses 5.1 and 5.2.
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5. Unavoidable Circumstances and COVID-19

- 5.1 In the event the Activity is postponed through no fault of us or the Venue, including but not limited to restrictions on public gatherings, border closures, lockdowns, isolation directives or otherwise from Government authorities due to Covid-19, we will act in accordance with clauses 4.1 – 4.4, inclusive.
- 5.2 In the event the Activity is cancelled through no fault of us or the Venue, including but not limited to restrictions on public gatherings, border closures, lockdowns, isolation directives or otherwise from Government authorities due to Covid-19, we will act in accordance with clauses 4.8 – 4.11, inclusive.
- 5.3 For the purpose of this clause an Unforeseeable Event means any event or cause beyond the reasonable control of a Party and includes:
- (a) strikes and/or lockouts (whether of their own employees or those of others and whether or not the party against whom such action is taken could have avoided the same by acceding to the demands of the employees responsible for such action);
 - (b) acts of God, war, fire, flood, embargo or litigation;
 - (c) government directives or restrictions;
 - (d) epidemics; pandemics (including but not limited to COVID-19); or
 - (e) acts of government or any agency instrumentality or any political subdivision thereof.
- 5.4 No Party will be liable or deemed liable to the other party for any failure or delay in meeting any obligation due to an Unforeseeable Event.
- 5.5 Any Party Suffering an Unforeseeable Event will:
- (a) be allowed additional time to perform its obligations under this Agreement equal to the period or periods (as the case may be) for which the Unforeseeable Event has delayed that Party's performance of its obligations;
 - (b) use its best endeavours to avoid or remove such causes of non-performance; and
 - (c) continue to perform its obligations with the utmost despatch as soon as such causes have been removed.
- 5.6 Nothing in this clause will be construed as requiring the affected Party to settle any industrial dispute.

6. **Related Services, Marketing Materials & Venue**

Networking Functions

6.1 No refunds on networking tickets will be provided should you cancel your participation in the Activity in less than 72 hours prior to the Activity.

Marketing Materials

6.2 For the purpose of this clause, Marketing Materials, include but is not limited to; artwork, logos, advertisements, static displays, satchel inserts, print media, goods for bags.

6.3 We will provide you with the requirements for Marketing Materials should we accept your Acceptance Form.

6.4 You warrant to provide us with your Marketing Materials in the format and specifications nominated by us by the due date communicated to you.

6.5 Should you fail to abide by clause 6.3, the Marketing Materials use for the intended purpose cannot be guaranteed and you warrant to hold us harmless and not bring a claim in relation to same. You understand that in this event, the value of those entitlements will not be refunded to you.

6.6 You accept all risk should the Marketing Materials provided not be in accordance with the format and specifications required. You acknowledge that the Marketing Materials may not be clearly presented and you warrant to hold us harmless and not bring a claim for your failure to abide by clause 6.3.

Venue

6.7 You understand floorplans and associated materials must be submitted to the Venue for their approval.

6.8 We will communicate the Venue's requirements and what is required from you in order for us to provide same to the Venue.

6.9 You agree and consent to adhering to the rules, guidelines and recommendations set by the Venue during your participation in the Activity.

7. **Images & Videos from the Activity**

7.1 By submitting the Acceptance Form you and your nominated delegate(s) understand you may feature in images and videos taken during the Activity (Content).

7.2 You consent, in perpetuity, to the Content being in the public arena, including but not limited to television, social media platforms, print media and electronic media and billboards (Mediums).

7.3 You and your nominated delegate(s) acknowledge that they will not be given the opportunity to receive, inspect or approve, the Content.

7.4 We own, in perpetuity, all rights and interests in any intellectual property (including copyright in any document, or ownership of any, invention, design, or trademark) that is created in the course of or in relation to the Content.

7.5 By entering into this Agreement, you and your nominated delegate(s) consent to and give permission to us and our third parties to utilise the Content which may depict, record or refer to you including commercial use by us and/or our contractors, in perpetuity.

8. **Privacy Policy**

8.1 We securely store and handle your private information. Please visit our Website to view our Privacy Policy.

Delegate Lists

8.2 We will distribute a delegate list the week prior to the Activity via email and to the partners before and after the Activity.

8.3 You may opt out of these lists should you wish not to have your details provided by way of delegate lists or other communications to the Forum partners by contacting us.

9. **Warranties and Guarantees**

9.1 To the full extent permitted by law, we exclude all representations, warranties or terms (whether express or implied) not otherwise specified in these terms.

Implied Terms

9.2 This Agreement includes, by implication, only those warranties, conditions and terms that:

- (a) law or legislation implies into this Agreement; and
 - (b) law or legislation prohibits the parties from modifying, excluding or contracting away.
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10. **Limitation of Liability**

10.1 To the fullest extent permitted by law, we are not liable in any way for indirect, special or consequential Liability.

10.2 To the fullest extent permitted by law, our Liability to you for your participation in the Activity is limited to the amount of the Participation Fee you have paid.

10.3 To the fullest extent permitted by law, our Liability for any breach of any condition, warranty or guarantee (including any condition, warranty or guarantee implied under sub-clause 9.2) is, at our discretion, limited to the lesser of:

- (a) re-supplying services;
- (b) the reasonable costs of re-supplying the services; or
- (c) refunding the portion of the Participation Fee that you have paid to us in respect of any services.

10.4 Nothing in this agreement will exclude or limit our ability in respect of any:

- (a) death or personal injury caused by our negligence;
- (b) fraud or fraudulent misrepresentation on the part of us;
- (c) matter which it would be illegal or unlawful for us to exclude or limit, or attempt to or purport to exclude or limit, its liability.

11. **Insurance**

11.1 You agree to effect and maintain public liability insurance and any other reasonably requested insurance for all of your obligations under this Agreement and your participation in the Activity.

12. **Indemnity**

12.1 You indemnify us against all losses, Claims, Liabilities and expenses arising out of or in connection with:

- (a) any change to the Activity or Related Services due to COVID-19 and/or any associated Government restriction/mandates/guidelines;
 - (b) your participation in the Activity contrary to any of our instructions or directions; and
 - (c) a breach of this Agreement by you or your employees, agents or subcontractors.
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13. **Survival of Certain Terms**

13.1 The terms of this Agreement which are capable of having effect after this Agreement ends continue to have full effect, including clauses in relation to:

- (a) protection of intellectual property;
 - (b) post-agreement restraints; and
 - (c) guarantees, warranties, indemnities and limitation of liability.
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14. **Interpretation**

14.1 In this Agreement, unless the contrary intention appears:

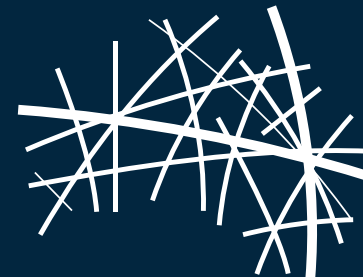
- (a) a reference to this Agreement or any instrument includes any variation or replacement of any of them;
- (b) a reference to a person includes a body corporate, joint venture, association, government body, firm and any other entity;
- (c) a reference to legislation includes any amendments to it, any legislation substituted for it, and any subordinate legislation made under it;
- (d) the singular includes the plural and vice versa;
- (e) words of one gender include any gender;
- (f) headings do not affect the interpretation of this Agreement;
- (g) reference to a Party includes that Party's personal representatives, successors and permitted assigns;
- (h) reference to a thing (including a right) includes a part of that thing;

- (i) if a Party comprises two or more persons:
 - (i) reference to a Party means each of the persons individually and any two or more of them jointly;
 - (ii) a promise by that Party binds each of them individually and all of them jointly;
 - (iii) a right given to that Party is given to each of them individually; and
 - (iv) a representative, warranty or undertaking by that Party is made by each of them individually;
 - (j) a provision must not be construed against a Party only because that Party prepared it;
 - (k) a provision must be read down to the extent necessary to be valid and if it cannot be read down to that extent, it must be severed;
 - (l) if a thing is to be done on a day which is not a Business Day, it must be done on the Business Day before that day;
 - (m) another grammatical form of a defined expression has a corresponding meaning;
 - (n) the word "include" is used without any limitation;
 - (o) the rights, duties and remedies in this Agreement operate to the extent that they are not excluded by law; and
 - (p) examples are descriptive only and not exhaustive.
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15. **Definitions**

15.1 Unless the context otherwise requires:

- (a) Acceptance Form means the acceptance form (including but not limited to any electronic or paper Acceptance Form form) or email request you complete and lodge with us for the participation in the Activity.
- (b) Activity means the Australian Airports Association's OPS SWAP Forum 2024.
- (c) Agreement means these Terms of Participation and any schedules and annexures to it, as amended and substituted from time to time.
- (d) Business Day means a day except a Saturday or Sunday or other public holiday.
- (e) Claim means any claim, suit, action, demand, or right.
- (f) Consequential Loss includes all forms of indirect loss including loss of revenue, loss of profits, failure to recognise profits or savings and any other commercial and economic loss, howsoever caused.
- (g) Liability means responsibility for any loss (either direct or indirect), damage, or expense and includes liability for Consequential Loss.
- (h) Party/ies means a person(s) or entity/ies who executes this Agreement.
- (i) Participation Fees means the amount specified on your Registration Form.
- (j) Related Services means any services performed in supplying the Activity.



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