

Exhibitor Briefing

teaming for SUCCESS

10th ANNUAL
CONFERENCE
2012



APMP  UK

Association of Bid and Proposal Management Professionals

The APMP UK Annual Conference is Europe's premier event and tradeshow that gives you unparalleled access to hundreds of leading bid and proposal management professionals.

Conference delegates will include bid team leaders, key decision makers and budget holders.

In 2011 over 275 bid professionals attended conference. This year, with many companies finding it increasingly challenging to win business, the conference promises to be better than ever. Exhibitors and sponsors have the opportunity to network with these people and demonstrate their products and services.

Previously, 80% of delegates were members of the APMP. The 2012 conference will be promoted through the 'Bid Solutions' 2012 UK Salary Survey, suppliers' mail lists, social networking sites and directly to other relevant professional bodies and like-minded organisations - giving exhibitors the opportunity to raise the profile of their business to new markets.

This year's programme will include renowned keynote speakers (including James Cracknell), additional specialist experts, break-out presentations, workshops and training sessions. The timetable includes generous time for delegates to network and visit exhibitor stands.

The conference attracts bid and proposal management specialists from a range of industries, as well as sole traders and blue chip organisations.

Delegate companies represented at past conferences include:

- American Express
- Arqiva
- Aviva
- BAE Systems
- Balfour Beatty
- Bank Of America
- Barclays
- Bombardier
- BT
- Canon
- Capita
- Carillion
- Costain
- Dell
- DHL
- Hewlet Packard
- Hogg Robinson
- Hyder
- John Sisk
- Jones Lang LaSalle
- KBR
- Laing O'Rourke
- Logica
- Mace
- Motorola
- Mouchel
- MW Kellogg
- Nokia
- Ramesys
- Rolls Royce
- Royal Mail
- SAIC
- Serco
- Siemens
- SITA
- Sony
- Tarmac
- Thales
- Virgin Media
- Vodafone
- WS Atkins

Award Sponsorship Opportunities

A wider range of award sponsor opportunities are available this year with full details on page 6.

Exhibitors will be informed via email when the call for awards is opened.

Exhibition Areas

Exhibition space is allocated on a first come first served basis and can be reserved for up to 7 days, to allow time for payment.



Hotel Floor Plan

Indicative floor layout showing relative positions of stands.

Presentation Rooms

Kenilworth 1&2	Main Hall
Kenilworth 3	Break out
Othello	Break out
Hamlet	Break out

Exhibitors/Food/Refreshment Area

The Grange



Pricing

The table below shows exhibitor stand pricing. All stand hire rates exclude stand staff or conference delegate passes; pricing for which is detailed separately. All stands will be sold on a first come, first served basis for the required number of days.

Stands

	Day One 24.10.12	Day Two 25.10.12	Two Day Hire
All positions	£995	£845	£1,295

Exhibitor stand includes a clothed 6 foot table and two chairs. Power and complimentary Wi-Fi is also available.

Stand staff and guests

Stand staff (maximum three per exhibiting company)

Two-day exhibitor conference pass, £295 each, inclusive of 'Black Tie' Awards Dinner.

Private Room Hire

Three private rooms are available for hire to conference exhibitors for entertaining, presenting or meeting with potential clients during the conference.

Oberon and Prospero Rooms - maximum capacity of 30 people, dependant on layout.

Directors Suite - maximum capacity of 40 people, dependant on layout

All three rooms are located in the Events Centre adjacent to the Kenilworth Bar which we will be using during the Annual Awards dinner.

Additional delegates

Exhibiting companies may bring additional staff and / or guests at a discounted delegate rate:

- 1-2 delegates @ £385 each, including black tie dinner
- 3-4 delegates @ £375 each, including black tie dinner
- 5 or more delegates @£345, including black tie dinner.
- An additional complimentary place with 10 or more delegates.

Please note: all prices in this brochure exclude VAT
Full price for members - £420 (£413.50+£6.50 booking fee) + VAT
and non-members - £520 (including booking fees) + VAT.

In addition to seating and table requirements, a range of refreshments and food can be arranged directly with the hotel.

Rooms are available on a first come first served basis at £200.00 + VAT per day or £150.00 + VAT for half day.

Half Day Times:

24th - 08h00 - 13h00 and 13h30 - 24h00
 25th - 08h00 - 13h00 and 13h30 - 17h00

To book your exclusive room, contact organiser@ukapmp.co.uk



The Annual Awards

Higher priority has been given to this year's Annual Award Dinner, following the success and feedback from last year. Award sponsors will have:

- Company name or logo engraved on the relevant award plaque
- The opportunity to present the plaque to the winner at the dinner
- Company logo printed on the awards shortlist bulletins and other award related publications
- Company logo published in the conference and delegate brochure
- Post awards publicity and copies of official photography

The Awards are confirmed as:

- **Outstanding newcomer**
- **Innovation**
- **People development**
- **Writing award**
- **Bid / proposal management excellence**
- **Vendor award**
- **Knowledge Management**

We encourage sponsor companies to add value to the awards through a donation of additional support or service to the winner ie complimentary training or consultancy as part of the award prize.

Awards Black Tie Dinner

The Awards Dinner provides emphasis on the industry awards. Live entertainment will also be provided. We are offering an opportunity for an exclusive headline dinner sponsor at a cost of £750. The successful sponsor will:

- Have access to display two unstaffed promotional stands for the duration of the dinner
- Receive a special thank you acknowledgement during the introductions
- Have their company logo printed on dinner-related collateral and promotional material
- Sponsor acknowledgement in the conference brochure and other relevant media

Conference Collateral

We would be delighted to hear for any proposals for Conference collateral such as Conference bags, drinks cups, pens etc.

Conference Brochure Advert

All exhibitors have an option to take an A5 advert in the conference brochure at a rate of £275. An A4 advert will be available at a rate of £375. Other advertising space may be available and specific requirements will be discussed on request.

Advertising companies to provide all print ready artwork FOC.

Delegate Lists

All exhibitor companies have the option to request a delegate list FOC. The delegate list will only contain the names of those delegates booking through the website who expressly give their permission for details to be passed on. In addition, the names of all companies represented will be provided. This information will be provided in the days leading up to conference, with an update available at conference. Non-exhibiting companies may purchase the delegate list, including the 'on the day' update at a cost of £145.

Order Form

Please state your choice of stand by completing the following table.
Stands are allocated strictly on a first come, first served basis.

Details	Stand Hire	Cost
Stand preference	Stand: Two day hire - £1,295 One day hire, day 1 - £995 One day hire, day 2 - £845	
Company name and address		
Company email and telephone		
Please state the names of up to three stand staff: Stand person 1. -----£295 Stand person 2. -----£295 Stand person 3. -----£295		
Names of Additional delegates/guests	Name	Cost
Additional Guest 1		£385
Additional Guest 2		£385
Additional Guest 3		£375
Additional Guest 4		£375
Additional Guest 5		£345
Additional Guest 6		£345
Additional Guest 7		£345
Additional Guest 8		£345

Order Form (continued)

Awards Sponsors

Award	Cost
Outstanding Newcomer	£395
Innovation	£445
People Development	£495
Bid/Proposal Management Excellence	£595
Vendor	£395
Writing	£395
Knowledge Management	£495

Awards Black Tie Dinner Sponsor

Proposal to sponsor dinner _____ Yes / No @ £750

Conference Brochure

If you would like more information relating to advertising in the conference brochure,

Please contact heather.bennett@r3-solutions.com for further details.

Adverts range from £275 to £500.

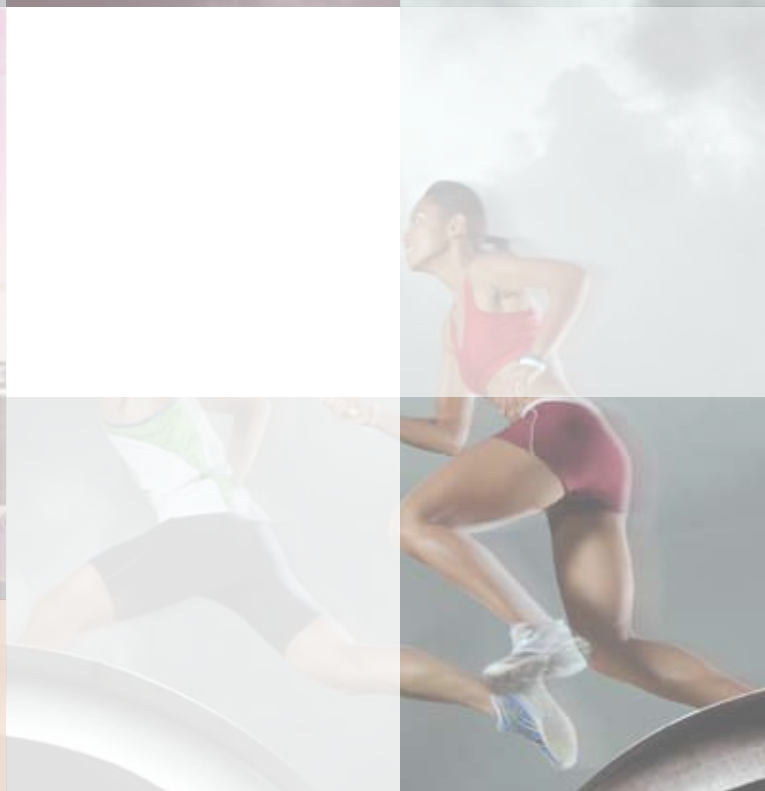
Delegate List

I do not want an exhibitor stand, but wish to purchase a delegate list, issued in accordance with any relevant data protection legislation. _____ Yes / No @ £145

Please complete and e-mail to Heather Bennett at heather.bennett@r3-solutions.com 07939 111 253

Please note that all orders are subject to VAT at the applicable rate





Exhibitor Enquiries:
Heather Bennett at
heather.bennett@r3-solutions.com
07939 111 253

Brochure designed and produced by Karen Holloway Design
karen@karenholloway.co.uk / 07515 947982