

## Sponsorship Details

Hong Kong Institute of Architects – Conference &amp; Annual Ball 2008

## A. TYPES of MAJOR SPONSORSHIP:

<input type="checkbox"/>	<b>Diamond</b>	<b>*HK\$500,000</b>
<input type="checkbox"/>	<b>Platinum</b>	<b>*HK\$250,000</b>
<input type="checkbox"/>	<b>Gold</b>	<b>*HK\$100,000</b>
<input type="checkbox"/>	<b>Silver</b>	<b>*HK\$50,000</b>
<input type="checkbox"/>	<b>Bronze</b>	<b>*HK\$20,000</b>

## Sponsor Contact Details:-

Name of Contact Person:	
Company:	
Address:	
Tel:	Fax:
Email:	
We would be grateful to receive your cheque payable to: <b>The Hong Kong Institute of Architects</b>	
Acknowledgement should be made in the name of:	
(Please also give your artwork for logo)	
Name:	Date:
Signature:	Company Chop:

Please return the Sponsor Acceptance Form with cheque payment to:

**The Hong Kong Institute of Architects****19/F One Hysan Avenue, Causeway Bay, Hong Kong**

For further information, please contact Ms Vivian Sie/ Ms Alison Ng of HKIA Secretariat on

Tel: (852) 2805 7090, (852) 2805 7293

Fax: (852) 2519 6011, (852) 2519 3364

Email: hkiasec@hkia.org.hk

(Please  the appropriate box)

<input type="checkbox"/> <b>Diamond</b>	<b>Total Sponsorship of HK\$500,000</b>
Will offer you:	
<ol style="list-style-type: none"><li>1. Acknowledgement as "<b>Diamond Sponsor</b>"</li><li>2. Acknowledgement as " HKIA Conference &amp; Annual Ball Sponsor"</li><li>3. Logo on all publicity materials &amp; backdrop (e.g. brochures, email flyers, website, advertisements, conference materials, press materials and event backdrop)</li><li>4. Speaking opportunity (Time slot to be confirmed upon the signing of the sponsorship agreement. Topic should relate to design and construction and is subject to the approval of the organizing committee)</li><li>5. Diamond Sponsor announcement press release</li><li>6. Acknowledgement in any special newspaper supplement (s)</li><li>7. 20 delegate places at the Conference</li><li>8. 12 seats are at the head table at the Annual Ball</li><li>9. A "3m X 3m" booth at the Exhibition</li><li>10. Inclusion of full page advertisement in the programme (Please refer to Appendix B)</li><li>11. Banner display at the event venue (production not included)</li><li>12. Presentation of souvenir by the President at the Annual Ball</li><li>13. Acknowledgement by MC at the Annual Ball</li></ol>	
<input type="checkbox"/> <b>Platinum</b>	<b>Total Sponsorship of HK\$250,000</b>
Will offer you:	
<ol style="list-style-type: none"><li>1. Acknowledgement as "<b>Platinum Sponsor</b>"</li><li>2. Acknowledgement as " HKIA Conference &amp; Annual Ball Sponsor"</li><li>3. Logo on all publicity materials &amp; backdrop (e.g. brochures, email flyers, website, advertisements, conference materials, press materials and event backdrop)</li><li>4. Speaking opportunity (Time slot to be confirmed upon the signing of the sponsorship agreement. Topic should relate to design and construction and is subject to the approval of the organizing committee)</li><li>5. Platinum Sponsor announcement press release</li><li>6. Acknowledgement in any special newspaper supplement (s)</li><li>7. 10 delegate places at the Conference</li><li>8. 6 seats of which 1 seat are at the head table at the Annual Ball</li><li>9. A "3m X 2m" booth at the Exhibition</li><li>10. Inclusion of full page advertisement in the programme (Please refer to Appendix B)</li><li>11. Banner display at the event venue (production not included)</li><li>12. Presentation of souvenir by the President at the Annual Ball</li><li>13. Acknowledgement by MC at the Annual Ball</li></ol>	

<input type="checkbox"/> <b>Gold</b>	<b>Total Sponsorship of HK\$100,000</b>
<p>Will offer you:</p> <ol style="list-style-type: none"> <li>1. Acknowledgement as <b>“Gold Sponsor”</b></li> <li>2. Acknowledgement as “ HKIA Conference &amp; Annual Ball Sponsor”</li> <li>3. Logo on all publicity materials &amp; backdrop (e.g. brochures, email flyers, website, advertisements, conference materials, press materials and event backdrop)</li> <li>4. Acknowledgement in any special newspaper supplement (s)</li> <li>5. 5 delegate places at the Conference</li> <li>6. 4 seats at the Annual Ball</li> <li>7. A “3m X 2m” booth at the Exhibition</li> <li>8. Inclusion of <b>half</b> page advertisement in the programme (Please refer to Appendix B)</li> <li>9. Banner display at the event venue (production not included)</li> <li>10. Acknowledgement by MC at the Annual Ball</li> </ol>	
<input type="checkbox"/> <b>Silver</b>	<b>Total Sponsorship of HK\$50,000</b>
<p>Will offer you:</p> <ol style="list-style-type: none"> <li>1. Acknowledgement as <b>“Silver Sponsor”</b></li> <li>2. Acknowledgement as “ HKIA Conference &amp; Annual Ball Sponsor”</li> <li>3. Logo on selected publicity materials &amp; backdrop (e.g. brochures, email flyers, website, advertisements, conference materials, press materials and event backdrop)</li> <li>4. Acknowledgement in any special newspaper supplement (s)</li> <li>5. 3 delegate places at the Conference</li> <li>6. 2 seats at the Annual Ball</li> <li>7. Inclusion of <b>half</b> page advertisement in the programme (Please refer to Appendix B)</li> <li>8. Banner display at the event venue (production not included)</li> <li>9. Acknowledgement by MC at the Annual Ball</li> </ol>	
<input type="checkbox"/> <b>Bronze</b>	<b>Total Sponsorship of HK\$20,000</b>
<p>Will offer you:</p> <ol style="list-style-type: none"> <li>1. Acknowledgement as <b>“Bronze Sponsor”</b></li> <li>2. Acknowledgement as “ HKIA Conference &amp; Annual Ball Sponsor”</li> <li>3. Logo on selected publicity materials &amp; backdrop (e.g. brochures, email flyers, website, advertisements, conference materials, press materials and event backdrop)</li> <li>4. Acknowledgement in any special newspaper supplement (s)</li> <li>5. 1 delegate place at the Conference</li> <li>6. 1 seat at the Annual Ball</li> <li>7. Inclusion of <b>half</b> page advertisement in the programme (Please refer to Appendix B)</li> <li>8. Banner display at the event venue (production not included)</li> <li>9. Acknowledgement by MC at the Annual Ball</li> </ol>	

**HKIA Annual Ball 2008 – 22 November 2008 at Grand Ballroom, Conrad Hotel**

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Return To The Hong Kong Institute of Architects - Attn : Alison NG/ Mable HUNG  
 Address 19/F One Hysan Avenue, Causeway Bay, HK  
 Contact (T) 2805 7293 (F) 2519 6011 or 2519 3364

**PLEASE REPLY BEFORE 1 September 2008**

**B. ADVERTISEMENT SPONSORSHIP**

Please tick

We would like to place an advertisement in the Hong Kong Institute of Architects Annual Ball 2008 Programme Book.

Please send us a copy of the Programme Book when published. *(Please '✓' where appropriate)*

- |                          |                             |            |                |
|--------------------------|-----------------------------|------------|----------------|
| <input type="checkbox"/> | One full page               | (4 colour) | at @HK\$10,000 |
| <input type="checkbox"/> | Two side-by-side full pages | (4 colour) | at @HK\$18,000 |

Enclosed here  Output Film  and a set of printout for HKIA's incorporation.

**OR**

Enclosed here  a CD-ROM  and our preferred layout for HKIA's preparation for the advertisement.

I understand that an artwork fee of HK\$500 will be required for such preparation.

**SIZE OF PROGRAMME BOOK**

- Page size of the programme book is 210mm (W) x 210mm (H) in landscape format.
- Please reserve bleeding edge of not less than 8mm on each side.

**SUBMISSION REQUIREMENTS**

1. Advertisers may supply their own artwork and output film.
2. Alternatively, our graphic designer can prepare simple compliment with the company name, logo, address and contacts for the advertisers. Additional fee for such artwork will be HK\$500 per advertisement and our graphic designer will contact you directly later on.
3. Advertisers should supply their contents like company name, address and telephone in **MS Word Document** format; while company logo and other images should be in high-resolution **TIFF** format or **Adobe AI** format of at least 350 dpi, saved in CD-ROM.
4. No extra cost for film production is required.

**IMPORTANT NOTES**

- Advertisers are responsible for the truth and accuracy of the submission.
- HKIA is authorized to publish the information without verification.
- Advertisers shall indemnify the HKIA, its members and/any person suffered from any loss or damages resulted from such publication. HKIA reserves the right to treat the submitted materials graphically to fit the design concept of the programme book.



**C. PAYMENT**

*Please put a '✓' in the appropriate box provided above.*

*Please deliver your crossed cheque (payable to '**The Hong Kong Institute of Architects**') and/or the gift(s) to Hong Kong Institute of Architects at 19/F One Hysan Avenue, Causeway Bay, Hong Kong. Thank you.*

**Enclosed is a cheque of**  **Cheque No.**   
**HK\$**

**D. OTHER SUGGESTIONS**

We would like to propose alternative form of sponsorship for the Annual Ball, as follows:

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**E. CONTACTS**

Name of Sponsor \_\_\_\_\_

Contact Person \_\_\_\_\_ Email \_\_\_\_\_

Tel No.: \_\_\_\_\_ Fax No. \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_