

EXHIBITION & SPONSORSHIP GUIDE

AfAS
African Astronomical Society

WELCOME LETTER

On behalf of the Local Organizing Committee (LOC) of the 2023 African Astronomical Society Annual Conference (AfAS-2023), we hereby offer you the opportunity of being an official Exhibitor at AfAS-2023, to be held at the University of the Witwatersrand, Johannesburg, South Africa, from 13-17 March 2023, both in person and virtually.

The AfAS-2023 conference will focus on the science, outreach, communication, and education activities emanating from Astronomy in Africa and seek to enhance further collaborations among countries in Africa and the rest of the world. The annual AfAS conference attracts policymakers, funders, researchers, outreach officers, and educators. It provides them with a platform to present and discuss the most recent innovations, trends, concerns, and challenges encountered and to adopt solutions.

We invite you to use this hybrid conference as a platform to share information and create awareness within the AfAS community about your business. The exhibit packages include both physical and online publicity, which will allow you to reach some 100 in-person participants as well as at least 200 who have indicated that they will attend virtually.

Yours sincerely,

Charles Takalana

CHARLES TAKALANA
AfAS HEAD OF SECRETARIAT





PARTICIPATION OVERVIEW

HOW TO BOOK?

Tourvest Incentives, Meeting and Events have been appointed as the official agents for the exhibition and sponsorship.

Should you wish to take up any exhibition and sponsorship opportunity, please contact the Conference AfAS Head of Secretariat, Charles Takalana (**email:** charles.takalana@afasociety.org, **telephone:** +27 81 481 7416)

CONFERENCE DETAILS

Conference Title: AfAS-2023

Date: 13 - 17 March 2023

Venue: University of Witwatersrand, Origins Centre, Johannesburg and online

Organizers: Tourvest Incentives, Meetings and Events

THE EXHIBITION

EXHIBITION AREA

- The exhibition area is conveniently located at the Conference venue, which is the Origins Centre at the University of Witwatersrand in Johannesburg, South Africa.
- Exhibits will be strategically placed near the meeting rooms, attracting delegates' attention
- Staff members of your organization will have access to the venue to set up and staff the exhibit.
- Informal seating will also be provided.

Package Options

Packages differ based on the exhibition space selected. Please refer to the package details below:

OPTION 1: Cost for exhibition space - table with full-length linen + two chairs (no shell scheme framework)

- One rectangular table with full-length linen + two chairs @ **ZAR 4 500.00**
- Exhibitors will have access to the conference rooms and exhibition area.
- All exhibitors will qualify for a 75 word exhibitor profile, logo and URL link on the AfAS Conference website.
- All exhibitors will qualify for the cleaning of public areas and walkways.
- All exhibitors will receive one electrical plug point per exhibition area.
- Items such as extra electrical plug points, flat screens for multimedia, DB Boards, specialised carpeting, lights, etc., can be ordered in at additional costs.
- Exhibitors will have access to the tea and lunch areas.
- All prices are exclusive of 15% VAT.

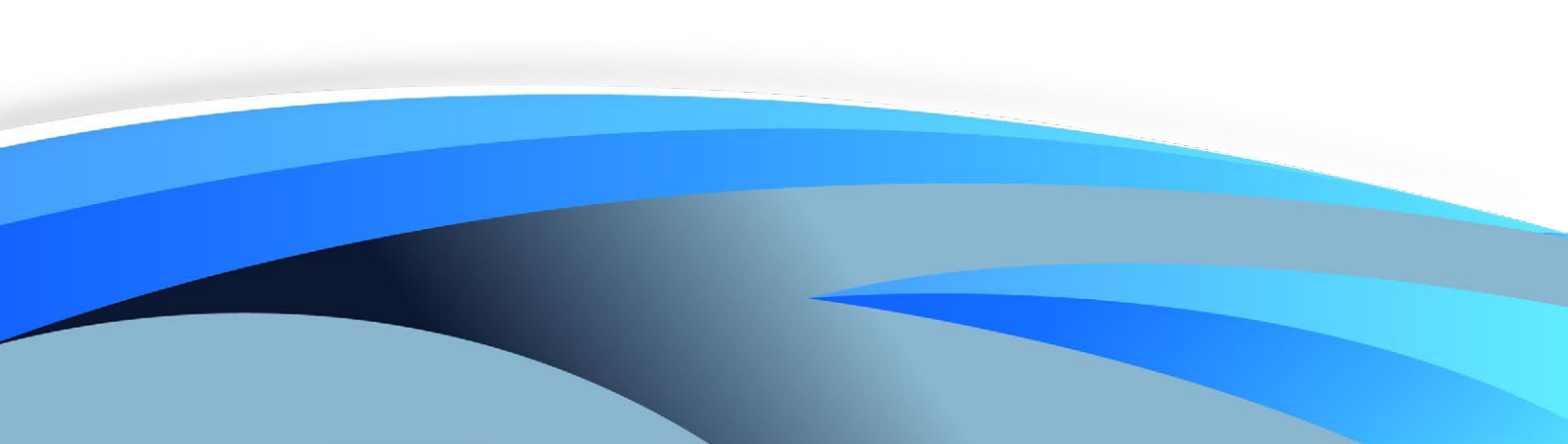
OPTION 2: Cost for exhibition space with shell scheme framework:

- 3m x 2m Shell scheme framework booth + one rectangular table with full-length linen + two chairs @ **ZAR 25 000.00**
- Exhibitors will have access to the conference rooms and exhibition area.
- All exhibitors will qualify for a 75 word exhibitor profile, logo and URL link on the AfAS Conference website.
- All exhibitors will qualify for the cleaning of public areas and walkways.
- All exhibitors will receive one electrical plug point per exhibition stand/booth.
- Items such as extra electrical plug points, flat screens for multimedia, DB Boards, specialised carpeting, lights, etc., can be ordered in at additional costs.
- Exhibitors will have access to the tea and lunch areas.
- All prices are exclusive of 15% VAT.





OPTION 3: Cost for advertising with branding only:

- Branding, logos on the Conference banners and website etc. @ **ZAR 2 500.00**
 - This does not include a physical exhibition space.
 - This package does not include access to the conference rooms and exhibition areas.
 - Exhibitors will not have access to the tea and lunch areas.
 - All exhibitors will qualify for a 75 word exhibitor profile, logo and URL link on the Conference website.
 - All prices are exclusive of 15% VAT.
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EXHIBITION AND SPONSORSHIP BOOKING FORM

Company Name (for invoicing):			
VAT Number (If Applicable):			
Company Name (for expo fascia) (fascia's are limited to 28 characters)			
Exhibition Contact Person:			
Mailing Address:			
Postal Code:		Country:	
Telephone (incl. codes)		Fax (Incl. codes)	
E-mail:		Website	

We hereby confirm to come on board as an official Exhibitor for the AfAS Conference and would like to take up the following package/s:

EXHIBITION	
We require	3m x 2m floor space only at ZAR 4500 excl. VAT
We require	3m x 2m shell scheme at ZAR 25 000 excl. VAT
We require	Advertising with branding only at ZAR 2500 excl. VAT
Number of stands:	<input type="text"/>

CONTRACT

Signed on behalf of the company

Signature:	Name:
Designation:	Date:

By signing above you hereby acknowledge that you agree, understand and accept the entitlements as listed. Upon acceptance of your application an invoice will be issued. Full payment required by 1 March 2023.

EXHIBITION SCHEDULE

12 March 2023	Exhibitor's Installation Day (09h00 – 20h00)
13-16 March 2023	The exhibition space will open at 08h00 and will close at 17h00 each day All exhibition stands must be staffed during exhibition hours
17 March 2023	The exhibition space will open at 08h00 and will close at 14h00

ORGANISER CONTACT DETAILS

Tourvest Incentives, Meetings Events
2nd floor, Atlantic Centre
14 Christian Barnard Street
Foreshore
Cape Town

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