



## Event Information

We are delighted to confirm that our National Care at Home and Housing Support Conference, Exhibition and Awards will be taking place at the Radisson Blu in Glasgow on Friday 17th May 2024. The day includes a Conference and Exhibition which run simultaneously, and an evening Awards Dinner which must be booked separately and in advance. Scottish Care's annual Care at Home and Housing Support Conference, Exhibition & Awards is the only conference in Scotland to focus specifically on home care provision and the speakers, activities and insight sessions are curated specifically for providers and partners in this field. The event is a wonderful networking opportunity for those working in the sector, and aims to address the issues impacting the Care at Home and Housing Support sector.

### About Scottish Care:

Scottish Care is a registered charity, and represents over 400 organisations, which totals almost 900 individual services, delivering residential care, nursing care, day care and care at home and housing support services. You can find more details about Scottish Care and our work on our website: <https://scottishcare.org/>



14,300+

Twitter Followers



3,000+

LinkedIn Followers



~1000 dedicated

Event Email Contacts

### Why support this event?

- Reach a targeted home care and housing support audience
- Opportunity to highlight your brand and your support of our vital sector in Scotland
- Receive firsthand updates, details and information relevant to the social care sector
- Networking opportunities with delegates, speakers, suppliers and our Scottish Care team

### Who will attend this event?

We are delighted to welcome around 150+ delegates working with and within the social care sector in Scotland each year based on past events, including:

- Senior management from leading home care and housing support providers
- Owners and managers from locally owned smaller providers
- Members and non-members of Scottish Care
- Scottish Care National Team
- Researchers and Academics
- Statutory representatives from:
  - o The NHS
  - o Local Authorities
  - o Health & Social Care Partnerships
  - o Regulatory Bodies
  - o Scottish Government

### Conference Agenda Details:

The main conference agenda is being finalised, and will be available shortly on the Scottish Care website.

### Care at Home and Housing Support Awards Dinner:

The Care at Home and Housing Support Awards take place on the same date as the conference and exhibition, but must be booked separately in advance. Bookings for conference tickets or exhibitor spaces **do not** include entry to the evening awards.



## Event Packages - Conference & Exhibition

The exhibition runs alongside the main conference, from 08.30-15.30, with up to 20-30 exhibitors each year. Exhibitors have the opportunity to network with event attendees throughout the day, and showcase their branding and services to key decision makers in the sector.

### **Exhibitor Package - £775+VAT to include:**

- 3m x 2m single exhibitor space during the Conference & Exhibition
- Exhibitor space is open tabletop, and no walled areas or shells are available to use
- Delegate passes for up to 2 team members, including catering (please note that additional pass requirements **MUST** be advised in advance for event attendee and catering numbers, and additional charges apply for extra passes)
- Logo included to highlight exhibitors on pre-event marketing
- Inclusion of logo on post-event feedback emails to delegates
- Inclusion of logo in our National Care at Home and Housing Support event feature in our members Bulletin
- One or more posts highlighting exhibitors on our main social media pages to include your logo during the event
- Inclusion of logo on event website page
- Delegate attendee list will be sent to you post-event (subject to GDPR regulations)

### **Main Day Conference Sponsor - £6,000+VAT**

- Sponsorship of the main conference and exhibition event
- Includes a single or double exhibition space
- Passes included for up to 4 conference attendees
- Sponsorship highlighted on all pre-event conference advertising materials and Scottish Care website
- Invitation to open the main conference with a delegate welcome on the main stage (5 minutes)
- Logo included in event areas and materials on the event day highlighting sponsorship
- Highlight of sponsorship on main Scottish Care social media channels
- Inclusion in official photographs to be used in post-event press releases where possible
- Full page advert space in one of the Scottish Care Members Bulletin publications
- Table for 10 guests at the Care at Home and Housing Support Awards evening

### **Lanyard and Delegate Badge Sponsor - Price subject to agreed print options**

- Sponsorship of all conference and exhibition lanyards and name badges
- Option to include your logo within the print design of lanyards
- Sponsorship highlighted on all pre-event conference advertising materials and Scottish Care website
- Highlight of sponsorship on main Scottish Care social media channels
- Package does not include exhibitor space or evening dinner table, but can be adapted on request

### **Further Sponsorship Opportunities**

Further sponsorship options for the main Conference and Exhibition are available, and we would be delighted to work with you to find the best opportunity for you to show your support and maximise your experience.



## Event Packages - Awards Evening

### **Evening Care at Home and Housing Support Awards Tickets**

Tickets for the evening awards dinner and ceremony are available to book following awards nominations and judging, and after all finalists have been notified. Should you book tables and/ or individual tickets, please contact our team who can ensure you receive the booking details when available. Tables included within sponsorship packages do not require a separate booking and are confirmed at the time of securing the chosen package.

### **Care at Home and Housing Support Awards Category Sponsor - £2000+VAT**

- Sponsorship of one Care at Home and Housing Support Award category
- Table for up to 10 guests for the awards dinner included
- Sponsor's logo included in evening programme
- Sponsor invited to present the award, and feature in official photographs
- Sponsor logo included on event screens during the award ceremony
- Inclusion in pre-event promotion and post-event press releases where possible
- Tickets to the main conference and exhibition not included

### **Drinks Reception Sponsor - £2,500+VAT**

- Sponsorship of the arrival fizz reception
- Sponsorship highlighted to all guests in the reception foyer
- Table for up to 10 guests for the awards dinner included
- Sponsor's logo included in evening programme
- Sponsorship highlighted in pre-event emails to table hosts
- Option to include your banner stands in the reception foyer
- Inclusion of logo in the awards programme and event screens on the night
- Highlight of sponsorship on main Scottish Care social media channels
- Inclusion in official photographs to be used in post-event press releases where possible
- Tickets to the main conference and exhibition not included

### **Table Wine Sponsor - £3,000+VAT**

- Sponsorship of the arrival red and white wine on each table at the awards dinner
- Sponsorship highlighted to all dinner guests with a note on every table
- Table for up to 10 guests for the awards dinner included
- Sponsor's logo included in evening programme
- Sponsorship highlighted in pre-event emails to table hosts
- Inclusion of logo in the awards programme and event screens on the night
- Highlight of sponsorship on main Scottish Care social media channels
- Inclusion in official photographs to be used in post-event press releases where possible
- Tickets to the main conference and exhibition not included

### **Prize Draw Sponsor - £2,000+VAT**

- Sponsorship of the prize draw at the evening awards (proceeds to Scottish Care)
- Includes prizes presented to the draw winner(s) on the night
- Table for up to 10 guests for the awards dinner included
- Invitation for sponsor to draw and present prizes on the night
- Sponsor's logo included in evening programme
- Sponsorship highlighted in pre-event emails to table hosts
- Inclusion of logo in the awards programme and event screens on the night
- Highlight of sponsorship on main Scottish Care social media channels
- Inclusion in official photographs to be used in post-event press releases where possible
- Tickets to the main conference and exhibition not included



## FAQs

### Will I receive a delegate list for the conference?

Each exhibitor will receive a copy of our delegate list including all delegates who have chosen to be listed in accordance with GDPR. Please note that as ticket sales for this event take place right up until the event date, the delegate list will be sent at the end of ticket sales to ensure all details are included.

### Are refreshments provided at the conference?

Yes, event passes and refreshments are provided on the day for **two people per exhibitor stand**. Exhibitor lunches will be provided outwith delegate break times to ensure you can maximise networking opportunities during delegate breaks. **Please note that for health and safety reasons as well as catering numbers, we require notice in advance of the event date of any additional people you would like to include with your stand on the day, and additional charges apply.** Thank you for your understanding and assistance.

### Can the venue accept deliveries for the event in advance?

The Radisson Blu will accept deliveries up to 48 hours ahead of the event. Details for this will be provided in advance.

### Is there access to set up available ahead of the event date?

There is no access to set up ahead of the event date due to other bookings in the hotel. Access to set up will be from 06.00 on Friday 17th May, with de-rig to be completed immediately following the close of conference at 15.30.

### Does the venue have parking facilities?

Parking is not available onsite at the hotel, however there is an NCP car park located around the corner from the venue. Please note that parking tariffs apply at all times.

### Can I arrange overnight accommodation at the venue?

Any arrangements for overnight accommodation should be made directly with the Radisson Blu, and we can provide contact details for you if required.

### Does my exhibitor booking include tickets to the evening awards dinner?

No, exhibitor packages do not include tickets to the evening awards dinner, and these must be booked separately and in advance of the event. Please note spaces are limited for the evening awards, and if you would like to receive details for this once available, please advise. Evening Awards tickets do not include access to the main conference.

### What will happen if the event is unable to go ahead on the planned date?

Should the event be unable to go ahead on the planned date, we will advise at the earliest opportunity, and refund any payments received for sponsorship and/ or exhibitor stand bookings. Please note that Scottish Care does not accept liability for costs outwith these packages, and we would highly recommend checking the terms and conditions for bookings/ items you may be securing outwith our packages (e.g. hotel bookings, travel, items for your exhibitor stand etc). In the event of cancellation, we will endeavour to rebook an alternative date if possible, and sponsors/ exhibitors for the original event date will be offered priority booking.



### **Exhibition/ Conference Sponsorship Booking Terms and Conditions:**

- Payment in advance is a precondition of attending Scottish Care events. For any stand space/ sponsorship not paid before Friday 26th April 2024, the company will not be permitted to exhibit on the day and the space will be offered to companies on our waiting list.
- In the event of exhibitor cancellation, a refund will be given prior to April 12th 2024 less a 10% administration fee based on your total agreed package cost. NO REFUNDS are available after April 12th 2024, and full costs will apply to all bookings. No-shows will not receive any refund.
- Scottish Care is committed to ensuring the safety of all event attendees, our social care sector and the wider community, and will continue to follow government guidance and health and safety advice in relation to this event.
- In the event of cancellation of the event, Scottish Care may rebook an alternative date, or host a virtual event. Exhibitors will be refunded in full for any payment made for the exhibition stand fee for the original date, and contacted to advise of alternative plans. Scottish Care does not accept liability for additional event costs outwith the fees for exhibitor stands or sponsorship packages paid.
- Companies confirming a booking for the event agree to abide by exhibition protocols. This includes any COVID health and safety measures in place, and these will be advised in advance of the event date.
- Companies should advise preferred stand location at the time of booking, and no booking is confirmed prior to the return of a booking form. Exhibitor stand locations will be as close as possible to those noted on hotel sample floor plans, however please note these may not be to exact scale.
- Companies may only set up/break down stands prior to commencement and after close of conference. Access to set up on the day is from 06:00, with set up to be completed ahead of delegate arrival from 08:30. De-rig is immediately following the end of the main conference at 15:30.
- Exhibitors must contain displays, equipment etc, within the confines of their allocated space. Exhibitors who disregard this instruction will be asked to remove the items prior to opening of conference. Standard space is open tabletop, 3m x 2m, with table, 2 chairs and access to power socket. No walled areas are available to use
- Catering and exhibitor passes are provided on the day for up to two people per exhibition stand. Should you wish to have more than two team members for your stand, we require advanced notice for both catering numbers and health and safety reasons, and additional charges for extra people will apply. It is essential to book additional team members attending ahead of the event date as we may be unable to accommodate additional people on the day.

### **Evening Awards Sponsorship Booking Terms and Conditions:**

- Payment in advance is a precondition of attending Scottish Care events, and payment is due before Friday 26th April 2024
- In the event of sponsor cancellation, a refund will be given prior to April 12th 2024 less a 10% administration fee based on your total agreed package cost. NO REFUNDS are available after April 12th 2024, and full costs will apply to all bookings. No-shows will not receive any refund.
- By completing this booking form you agree to abide by event protocols, and confirm sponsorship of a Care at Home and Housing Support Awards, or alternative chosen evening awards package
- Details of award presenter and guest names will be requested in advance, and Scottish Care should be advised of any updates or changes to these
- Scottish Care is committed to ensuring the safety of all event attendees, our social care sector and the wider community, and will continue to follow government guidance and health and safety advice in relation to this event.
- In the event of cancellation of the event, Scottish Care may rebook an alternative date. Sponsors will be refunded in full for any payment made for the sponsorship package for the original date, and contacted to advise of alternative plans. Scottish Care does not accept liability for additional event costs out with the fees for sponsorship packages paid.
- By completing the booking form you agree to abide by event protocols. This includes any COVID health and safety measures in place, and these will be advised in advance of the event date.
- For Award sponsorships, we will endeavour to confirm your awards category at the time of booking, and advise at the earliest opportunity should any changes to categories occur.
- Evening Awards timings are as follows: Dress Code - Formal 18.30 – Arrival Fizz Reception and Networking 19.15 – Call to dinner 19.30 – Welcome and Dinner Service 21.15 – Comfort break 21.30 – National Care Home Awards with Michelle McManus 23.00 – Band 01.00 – Carriages