

Dear Potential Sponsor

Re: 47th Annual Conference of the Anatomical Society of Southern Africa (ASSA)

The Anatomical Society of Southern Africa promotes excellence in research and education and focuses on anatomy in its broadest sense. ASSA members are internationally recognized for their contributions to developing and maintaining anatomy as the foundation of dental, medical and veterinary sciences.

The 2019 ASSA conference will be hosted by the University of Pretoria from 7 - 10 April 2019. The conference will be held at Kwa Maritane Bush Lodge and Conference Centre (www.legacyhotels.co.za/hotels/kwa-maritane-bush-lodge) in Pilanesberg, North-West Province, South Africa. We are extending our invitation to various anatomical societies in Africa and are expecting approximately one hundred and fifty delegates from South Africa, Namibia, Zimbabwe, the United States of America, the United Kingdom and Europe.

The conference is an opportunity for delegates (medical and veterinary clinicians, researchers and scientists with an interest in the anatomical sciences) to meet and interact in their specific areas of research. We also see this conference as being of particular importance for young academics and students by providing an opportunity for them to meet and discuss their research with top local and international subject experts.

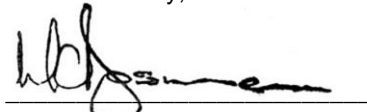
The conference will cover aspects such as clinical anatomy, cell biology, histology, neurosciences, developmental biology, orofacial biology, physical anthropology, palaeoanthropology, veterinary sciences and the teaching of the anatomical sciences in these fields. It will consist of a number of workshops, subject symposia and poster sessions.

This letter wishes to inform you of this exciting event and we hereby request your support and assistance, either financially or otherwise, to successfully present this conference. While we realise that this request is early, it is to enable sponsors to make provision in their 2019 budgets for sponsorship.

We would therefore like to invite you to consider sponsorship of a morning or afternoon conferencing session, lunch, the cocktail dinner, the gala dinner or the boma dinner. Alternatively, we offer an exhibition space to display your latest books and/or promotional material for hire. Please see *ASSA 2019 Sponsorship Opportunities* below.

Unfortunately accommodation for delegates from your company is not included with sponsorship. However, a special rate was negotiated with Kwa Maritane Bush Lodge for the conference delegates – should your company book accommodation through the University of Pretoria (more details will be provided), the delegates from your company will stand to benefit from the same special rates. Should you require further information, or would like to sponsor in any way other than that mentioned above, I would be delighted if you could contact me regarding this request.

Yours sincerely,



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ASSA 2019 Sponsorship Opportunities

1. Workshop Session – R10 000/session

- a. Prelunch and postlunch workshop sessions are available for sponsorship on Sunday, 7 April. Two sessions for R18 000.
- b. Banner/posters in conference venue next to podium during the sponsored session.
- c. 10 minutes for marketing presentations at the start of the session.
- d. Lunch included for two delegates from your company.
- e. Networking booth before/after the sponsored session.
- f. Recognition on official programme and in proceedings.
- g. Sponsor should provide branded items/brochures to be placed in conference bag.

2. Morning/Afternoon Conferencing Session – R20 000/session

- a. Five conferencing sessions are available for sponsorship. Two sessions for R35 000.
- b. Banner/posters in conference venue next to podium during the sponsored session.
- c. 10 minutes for marketing presentations at the start of the session.
- d. Lunch included for two delegates from your company on the day of the sponsored session.
- e. Networking booth before/after the sponsored session.
- f. Recognition on official programme and in proceedings.
- g. Sponsor should provide branded items/brochures to be placed in conference bag.

3. Lunch – R15 000

- a. Three lunch sessions are available for sponsorships. Two lunches for R25 000.
- b. Banner/posters displayed in foyer section for the duration of the lunches.
- c. Recognition on official programme and in conference.
- d. Sponsor should provide branded items to be placed on tables during lunch.
- e. Sponsor should provide branded items/brochures to be placed in conference bag.

4. Cocktail Dinner – R40 000

- a. Banner/posters at cocktail venue.
- b. Recognition on official programme and in proceedings.
- c. Acknowledgement on all pre and post conference marketing material.
- d. Networking booth for the duration of the conference.
- e. Sponsor should provide branded items/brochures to be placed in conference bag.
- f. Cocktail dinner included for two delegates from your company on Sunday 7 April 2019.

5. Boma Dinner – R40 000

- a. Banner/posters prominently placed at entrance and podium of venue.
- b. Recognition on official programme and in proceedings.
- c. Acknowledgement on all pre- and post-conference marketing material.
- d. Networking booth for the duration of the conference.
- e. Boma dinner included for two delegates from your company for the duration of the conference.
- f. Sponsor should provide branded items to be placed on tables during boma dinner as well as in conference bag.

6. Gala Dinner – R50 000

- a. Banner/posters prominently placed at entrance and podium of venue.
- b. A 10 minutes presentation at the opening of the gala dinner.
- c. Recognition on official programme and in proceedings.
- d. Acknowledgement on all pre- and post-conference marketing material.
- e. Networking booth for the duration of the conference.
- f. Gala dinner included for two delegates from your company for the duration of the conference.
- g. Sponsor should provide branded items to be placed on tables during gala dinner as well as in conference bag.

7. Exhibitor – R7 000

- a. Stand in exhibition area for two conference days.
- b. Recognition on official programme and in proceedings.
- c. Sponsor should provide branded items to be placed in conference bag.
- d. Lunch included for one delegate from your company for the two conference days.

8. Registration Sponsor – R8 500

- a. Branding of registration table.
- b. Recognition on official programme and in proceedings.
- c. Branding of nametags. Sponsor should provide branded items i.e. lanyards and pens to be placed in conference bag.
- d. First option to provide conference bags.
- e. Lunch included for one delegate from your company for the duration of the conference.

9. Tea Break Sponsor – R5 500 (for 1 day)

- a. Two tea breaks per day, morning and afternoon respectively (Monday 8 April and/or Tuesday 9 April 2019). For two days R9 000.
- b. Banner to be placed next to tea/coffee station.
- c. Sponsor should provide branded items/brochures to be placed at tea/coffee station as well as in conference bag.