



*Australian Society Of Archivists* ANNUAL CONFERENCE  
PERTH, WESTERN AUSTRALIA 6-9 August 2008



AUSTRALIAN  
SOCIETY of  
ARCHIVISTS Inc.

# Archives: Discovery and Exploration

**ASA Conference – Perth, Western Australia  
6-9 August 2008**

**An opportunity you won't want to miss.....**

The Conference Committee of the Australian Society of Archivists is pleased to invite you to contribute to the Society's annual Conference, which will take place in **Perth, Western Australia**, on **8 and 9 August 2008** and preceded by pre Conference events on **6 and 7 August**. Perth is the heart of Western Australia, and as such is the vibrant and booming centre of Australia's largest state. Placed on the banks of the Swan River and close to acres of natural bush land in Kings Park, Perth is evolving into one of Australia's most distinctive and welcoming cities.

The Australian Society of Archivists is the peak professional body for Archivists in Australia with over 840 members working in a wide range of businesses, schools and universities, professional and trade associations, community, government, and non-government organisations throughout Australia. Archivists are the crucial managers of records that have continuing value to society, thereby facilitating memory and bridging the past, the present and future.

The ASA's annual Conferences aims to promote a professional identity among Archivists by acting as a means for communication, by encouraging discussion, research and development in all areas of archives and recordkeeping practice, by promoting improvement in standards of practice and professional conduct amongst Archivists, and encouraging the responsible use of archives. Through its Conferences the ASA seeks also to promote Archives and the Archives profession to the wider community and to develop a spirit of cooperation with other organisations and groups with common interests and concerns.

We are confident of attracting 200- 300 delegates to the Conference because the conference's theme for 2008, *Archives: Discovery and Exploration*, designed to create an outward focus for Australian Archivists, has created unprecedented international interest in our Conference. A significant number of well known international presenters will be speaking at the Conference, providing a strong focus for the attention of all Archivists, Recordkeepers, Librarians and Information Management Professionals in Australia.

The ASA Conference will also be preceded by the 4<sup>th</sup> International Conference on the History of Records and Archives (ICHORA4), to be held at the University of Western Australia on 3-5 August and many delegates from this Conference will also attend the ASA Conference. It will certainly be "Archives Week" in Perth during the first week of August 2008, and the ASA Conference Committee will not miss the golden opportunity to maximise publicity for Archives and Archivists at that time.

Delegates to the conference will come from international, national, state and local government archives and related institutions; from business and academic archives and recordkeeping programmes; from libraries and collecting institutions and from throughout the recordkeeping profession. Delegates will have wide ranging responsibilities and interests in systems from digitisation to public programs, from databases to shelving. Our aim is to provide a conference that has an international perspective and is relevant to the full range of our profession.

This programme will be complemented by an industry showcase, because we know our delegates also value the opportunity to engage with vendors and explore the diversity of products and services available to support them in their work.

Dr Karen Anderson and Gerard Foley  
ASA Conference Perth 2008 Co-Convenors  
Australian Society of Archivists

## Sponsorship Benefits

### Programme

The conference will provide an international forum on many current topics, at all levels of archival and recordkeeping endeavour – national, state, regional, local – and of relevance to all sectors of archival employ – government, business, education, religious, ethnic, and indigenous. Topics under discussion will cover a wide range of activities from digital archives to the concerns of those who work as 'lone arrangers', from ensuring online access to preserving hard copy records, from developing good work practices to working with minority communities. Delegates' interests will range from storage and conservation to providing remote access.

#### The conference programme will include:

- International Keynote speakers to inspire delegates, drawn from international leaders of the Archives industry.
- Respected international and national thinkers and practitioners.
- A range of key stakeholders to stimulate and challenge.

The programme and venue have been arranged to ensure that your organisation and its products and services will receive maximum exposure throughout the conference.

We are anticipating that 220+ delegates will attend this conference. Delegates from all areas of the archives, record keeping, library and information management industries will be present.

### Venue

The Conference venue is the Hilton Parmelia Perth Hotel in Mill Street and is placed in the middle of Perth's Central Business District. Located close to Perth's main rail and bus stations, nearby attractions include King's Park, His Majesty's Theatre and King Street's smart shops, cafes and restaurants. The ASA Conference will be occupying an entire floor of the hotel's meeting rooms during the conference and a trade exhibition area has been arranged close to areas where lunch and breaks occur. The Hilton Parmelia is within walking distance of many of the Conference's alternative accommodation facilities, and only a half hour drive from Fremantle and the Perth International Airport.

### Accommodation

Accommodation has been reserved for those involved in the conference. The Conference Registration brochure will provide information about accommodation alternatives for Conference attendees.

### Your Involvement

You have the opportunity to participate in this conference both through **sponsorship** and at the **trade exhibition**. We would like to offer you the opportunity to participate in one or both of these categories as outlined in the enclosed material. Should these activities and benefits fall outside your requirements we will be happy to negotiate an alternative that will better suit your needs.

Once you have decided on your involvement please contact the conference committee to arrange your requirements and prepare for trade exhibition if appropriate.

*Thank you for your consideration.*

## Sponsorship

Become a sponsor of the ASA Perth 2008 Conference. We have structured sponsorship opportunities so that you will receive the maximum possible exposure and benefit from your commitment.

You may purchase from the organising committee, for a specified amount, the rights to a specific activity or event if you wish. You can elect to meet the full cost or you may agree to meet costs to a defined value. Naturally, if you wish to provide additional features above those set by the organising committee, you are free to do so at your cost.

In addition to your sponsorship of the specified event or activity all sponsors will be acknowledged in the conference promotional materials (if registered prior to their publication), at the venue and throughout the conference. Sponsors will also have the opportunity to have promotional material included in the conference satchel given to all delegates.

Below is the list of sponsorship opportunities and an estimate of costs. We would like to offer you the chance to participate in the categories outlined on this list. If you have specific requirements we will be happy to discuss.

All prices are exclusive of GST.

<b>Principal Sponsor</b>	\$15,000	Your name appears prominently on all conference materials, a free trade exhibition space, 2 free registrations, and a banner for the podium.
<b>Major Sponsor</b>	\$7,500	Your name appears on all conference materials, a free trade exhibition space, 1 free registration, and a banner for the podium.
<b>International Conference Speaker Sponsorship</b>	\$5000	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Plenary Session (several available)</b>	\$1,750	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Parallel Session (several available)</b>	\$850	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Lunch (2 available)</b>	\$3,000	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Morning Tea (1 available)</b>	\$1,250	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Afternoon Tea (1 available)</b>	\$1,250	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Welcome Reception</b>	\$3,000	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Conference Dinner</b>	\$5,000	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Pre-Dinner Cocktails</b>	\$2,000	Your name appears at the relevant entry in the program and you may supply a banner for the podium.
<b>Conference Satchel</b>	\$2,500	Your name and/or logo is printed on the outside of the satchel.
<b>Conference name badges/lanyards</b>	\$2000	Your logo printed on reverse of badge and on lanyard. <b>(not available since April 08)</b>
<b>Student Registration Sponsorship</b>	\$1,250	Your name and/or logo appears on conference program as Student Sponsor
<b>Registration Brochure</b>	\$1,000	Your name and/or logo appears prominently on the cover
<b>Conference Program</b>	\$1,500	Your name and/or logo appears prominently on the cover
<b>Satchel Inserts</b>	\$500	Per item inserted. Items supplied by you.

### **Sponsors Eligibility for Trade Exhibits**

A small trade exhibition will be held in conjunction with the conference. The following benefits are available to your organisation depending on the value of your sponsorship package.

**A sponsor committing to sponsorship of over \$5,000 + GST will be provided with one Trade Exhibition space for no additional charge** (refer to *Trade Exhibition* section). The sponsor will also receive one free trade attendant registration which will include entrance to all conference sessions and participation in the arranged social activities.

### **Cancellation Policy**

Should you cancel from the conference prior to 7 July 2008 an administration fee of \$300 will be charged. Sponsors and exhibitors cancelling after this date will be liable for full costs of their commitment. In the event of the conference being cancelled, a full refund less \$300 administration fee will be charged.

**To secure your sponsorship please contact the ASA Conference 2008 sponsorship subcommittee at:**

**Sue McLennan  
Stars Event Management  
PO Box 26  
Woodvale WA 6026**

**Email: [events@starsevents.com.au](mailto:events@starsevents.com.au)**

**Web: [www.starsevents.com.au](http://www.starsevents.com.au)**

**Ph: (08) 9409 7649**

**Fax: (08) 9409 6278**

**Mobile: 0409 370 749**

# Trade Exhibition

The Conference Committee has arranged for the provision of a Trade Exhibition in conjunction with the Conference. In order to provide you with the optimum exposure to delegates, the proposed trade exhibition will be located in the conference venue in the Hilton Parmelia Perth, in an area where breaks and lunches will be served. The trade exhibition will occur on Friday 8 and Saturday 9 August from 8.30am to 5 pm each day.

## Costs

The charge for a trade stand will be \$1,250 + gst (free with sponsorship of \$5,000 or more + gst)?

Each exhibitor will receive 2 free trade attendant registrations, allowing participation in all conference activities.

## Exhibition Facilities

The exhibition facilities are limited to provision of a table and two chairs. A power point will be available if requested in advance. The Parmelia Hilton Hotel has wireless network access.

Exhibitors will be responsible for supplying any additional equipment, such as display boards and stands, and all signage.

To learn more about or secure a Trade Exhibition opportunity please contact the ASA Conference 2008 Professional Conference Organiser

**Sue McLennan**  
**Stars Event Management**  
**PO Box 26**  
**Woodvale WA 6026**

**Email: [events@starsevents.com.au](mailto:events@starsevents.com.au)**

**Web: [www.starsevents.com.au](http://www.starsevents.com.au)**

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***Act now to ensure your first choice***