

New Zealand Law Librarians Association

# Conference

Tāmaki Makaurau Auckland | 18 – 19 Sept 2025



Whanaungatanga:  
connections in  
the digital age



# Partnership prospectus



## Invitation to join us

We are excited to offer the opportunity to be involved in the 2025 New Zealand Law Librarians' Association (NZLLA) conference, to be held in Tāmaki Makaurau Auckland on Thursday and Friday, 18 to 19 September 2025. Welcome drinks will be held on Wednesday evening, 17 September 2025.

The NZLLA conference is the primary event for professional development, networking, knowledge-sharing and the exchange of ideas for our members and the wider legal information community. We are expecting around 100 attendees at the conference, mainly from New Zealand, but also from Australia and possibly further afield.

NZLLA has over 100 members from libraries in:

- universities
- courts
- law societies
- government agencies
- law firms
- professional services firms.

Many of your clients will be in attendance, along with prospective clients, and we hope that you will be interested in participating as a partner and/or exhibitor.

## Partnership benefits

You will have the opportunity to:

- showcase your products and services to a targeted audience of legal information professionals, many of whom manage the information resources budgets for their organisations
- increase your brand visibility
- generate new leads
- drive revenue growth.

Your partnership will enable us to offer our attendees an enhanced conference experience, with access to keynote speakers and networking opportunities. This will help to increase attendee satisfaction and ensure that the conference is a success for all involved.

The NZLLA Conference Committee is delighted to welcome you to Tāmaki Makaurau Auckland in September 2025 and thank you for your support of the NZLLA.

## Conference theme:

### "Whanaungatanga: connections in the digital age"

Our theme reflects the importance of relationships and community in the evolving landscape of legal information services.

Whanaungatanga emphasises the value of kinship, shared experiences and working together. In the context of law librarianship, this theme acknowledges the need to maintain and strengthen human connections while adapting to the digital transformation of legal resources and services – connections with our users, our partners and vendors, our colleagues and the wider legal and library professions.

Our theme acknowledges that the changing digital environment offers both challenges and opportunities for whanaungatanga and for improving our professional practice.

## Venue

The city campus of Te Wānanga Aronui o Tāmaki Makaurau | Auckland University of Technology (AUT) is the venue for the 2025 NZLLA Conference. Tāmaki Makaurau Auckland is famous for its vibrancy, hospitality and dazzling skyline.

The AUT campus has award-winning buildings and facilities and is in the heart of the central business district with great proximity to cafes, bars, restaurants, hotels, public transport, the Auckland Art Gallery and many other attractions.





## Partnership packages available

### Premium dinner partner package: \$10,000 (one partner)

- Two full conference registrations (includes conference welcome drinks and dinner)
- Ten-minute speaking slot during the conference
- Verbal acknowledgement in the conference opening and closing addresses and at the opening of the dinner
- Company banner\* displayed in the dinner venue and in the conference room throughout the conference
- Company slide\* in Premium and Day partners slide show shown in the conference room at the opening and lunch periods of each day
- One exhibition table with two chairs and space for a company banner\*, with your choice of placement in the exhibition area
- Company slide\* in partnership slide show shown in the exhibition area throughout the conference, weighted according to your partnership status
- Company name, logo, website link and profile (300 words) displayed on the conference website
- Company name, logo and specific thanks included in the conference programme
- One item of promotional material\* placed in each delegate bag

\* Supplied by your company

### Day partner package: \$6,000 (two partners)

- One full conference registration (includes welcome drinks and dinner)
- Five-minute speaking slot during the conference
- Verbal acknowledgement in the conference opening and closing addresses and prior to lunch on the day of partnership
- Company banner\* displayed in the conference room on the day of partnership
- Company slide\* in Premium and Day partners slide show shown in the conference room at the opening and lunch periods of each day
- One exhibition table with two chairs and space for a company banner\*, with your choice of placement in the exhibition area (after the Premium partner)
- Company slide\* in partnership slide show shown in the exhibition area throughout the conference, weighted according to your partnership status
- Company name, logo, website link and profile (250 words) displayed on the conference website
- Company name, logo and specific thanks included in the conference programme
- One item of promotional material\* placed in each delegate bag

\* Supplied by your company

### Welcome drinks partner package: \$4,500 (one partner)

- One full conference registration (includes conference welcome drinks and dinner)
- Verbal acknowledgement at the conference opening and closing addresses and at the opening of the conference welcome drinks
- Company banner\* displayed during the conference drinks event
- Company slide\* in partnership slide show shown in the exhibition area throughout the conference, weighted according to your partnership status
- One exhibition table with two chairs and space for a company banner\*
- Company name, logo, website link and profile (200 words) displayed on the conference website
- Company name, logo and specific thanks included in the conference programme
- One item of promotional material\* placed in each delegate bag

\* Supplied by your company

### Exhibitor package: \$2,000 (six partners)

- One exhibition table with two chairs and space for a company banner\*
- Company slide\* in partnership slide show shown in the exhibition area throughout the conference, weighted according to your partnership status
- Company name, logo, website link and profile (100 words) displayed on the conference website
- Company name, logo and specific thanks included in the conference programme

\* Supplied by your company

## Conference exhibition space

The exhibition space is a U-shaped, open-plan area directly beside the conference room. Morning tea, lunch and afternoon tea will be held in the same area and doors exit from the conference room directly into the exhibition space. This will enable a high level of foot traffic and conversation opportunities for all parties.

The conference area is easily accessed from AUT's Wellesley Street carpark.





## Securing your partnership and exhibition opportunity

Partnership packages will be allocated in order of receipt of your application form.

To secure your partnership package or exhibition place, please complete the application form on page 9 and email it to: [nzllaconference@gmail.com](mailto:nzllaconference@gmail.com)

Applications close on 1 April 2025.

If your application is successful, we will email you to confirm and to arrange payment.

If your preferred partnership package is not available, we will be in touch to discuss other options.

## Optional extras

Please enquire about additional conference registrations and tickets to the conference welcome drinks and/or dinner directly to [nzllaconference@gmail.com](mailto:nzllaconference@gmail.com).

## Partnership package options overview

	Premium	Day	Welcome drinks	Exhibitor
<b>Cost (GST inclusive)</b>	\$10,000	\$6,000	\$4,500	\$2,000
<b>Number available</b>	1	2	1	6
<b>Conference registrations*</b>	2	1	1	-
<b>Exhibition space</b>	1st choice of table	2nd choice of table (in order of application received)	Table allocated	Table allocated
<b>Exhibitor passes**</b>	2	2	2	2
<b>Speaking slot</b>	10 minutes	5 minutes	-	-
<b>Acknowledgement at the conference opening and closing</b>	✓	✓	✓	-
<b>Additional acknowledgement</b>	At dinner	Before lunch	At welcome drinks	-
<b>Company slide in conference room (weighted by partnership status)</b>	✓	✓	-	-
<b>Company slide in exhibition area (weighted by partnership status)</b>	✓	✓	✓	✓
<b>Company profile on conference website</b>	300 words	250 words	200 words	100 words
<b>Name, logo and website link on the conference website</b>	✓	✓	✓	✓
<b>One item of promotional material in each delegate bag</b>	✓	✓	✓	-
<b>Attendees list (of those who have approved disclosure)</b>	Provided three weeks prior	Provided two weeks prior	Provided one week prior	Provided at conference



\* Conference registration includes:

- Attendance at the welcome drinks
- Access to all sessions
- Dinner tickets
- Attendance at the exhibition
- Morning tea, lunch and afternoon tea

\*\* Exhibitor pass includes:

- Attendance at the welcome drinks
- Attendance at the exhibition
- Morning tea, lunch and afternoon tea





## Application to partner or exhibit

### Company details

Company/organisation:

Contact name:

City:

Country:

Telephone:

Mobile:

Email:

Date of application:

### Package

Please specify the following:

- Premium dinner partner package: \$10,000
- Day partner package: \$6,000
- Welcome drinks partner package: \$4,500
- Exhibitor package: \$2,000

Please indicate whether you will pay by:

- electronic funds transfer
- credit card

I/we have read the enclosed terms and conditions on page 10 of this prospectus and understand that I/we are bound by them.

Signed:

Name (please print):

Date:



## Terms and conditions

NZLLA reserves the right to decline partners or exhibitors.

NZLLA reserves the right to increase the number of exhibitor packages if higher-tier packages are not allocated.

### Currency

All prices are quoted in New Zealand dollars.

### Payment

The NZLLA will issue a tax invoice on 1 July 2025 with payment required by 31 July 2025. If payment is not received within this timeframe, NZLLA has the right to cancel your application and offer it to others.

Payment must be made in full and may be paid by:

- electronic funds transfer, or
- credit card (please note that payment by credit card will incur a small surcharge).

Receipts are available upon request.

### Allocation of exhibition space

Exhibition spaces will be allocated according to the type of partnership package. The Premium partner will have first choice of exhibition table followed by the Day partners (by order of receipt). Other spaces will be allocated by the NZLLA Conference Committee.

### Conditions

Any sound used on a stand is to remain at a low level so as not to interfere with other exhibitors.

Promotional material should not interfere with or dominate other exhibition tables.

Material may not be suspended from the ceiling or the walls without approval from the venue.

The exhibitor is financially responsible for any loss or damage caused to the property or equipment by organisers and guests before, during and after the event. This includes failure to return any borrowed equipment.

It is the responsibility of each exhibitor to ensure that their stand and goods on display are adequately insured for theft and damage.



## Partnership cancellation

A partner or exhibitor may terminate their partnership by notice in writing to the NZLLA. The notice is deemed served when received by the NZLLA.

If the notice is received after 1 April 2025 and the partnership package is unable to be resold, the NZLLA may:

- a. retain a maximum of 50% of the applicable cost if it has already been paid; or
- b. charge the partner or exhibitor a maximum of 50% of the applicable cost if it has not yet been paid.

## Conference cancellation

If the conference is cancelled for any reason, the NZLLA will refund the partnership package cost to the partner or exhibitor (if already paid), unless those funds have already been committed or applied towards the conference at the time of the cancellation.

The NZLLA will have no further obligation to the partner or exhibitor as a result of the cancellation.

## Conference Committee 2025

Lucy Powell, Conference Co-convenor

Vicky Stark, Conference Co-convenor

Louise Bailey, NZLLA President

Claire Dowling, NZLLA Treasurer

Stacey Goldup, Committee member

Louise Norton, Committee member

Email: [nzllaconference@gmail.com](mailto:nzllaconference@gmail.com)

Website: <https://conference.nzlla.org.nz>