

Sponsorship & Exhibition Prospectus

BAPEN Annual Conference 2026

Bournemouth International Centre

Tuesday 10th - Wednesday 11th November

www.bapen.org.uk



General Information

Dates

Tuesday 10th - Wednesday 11th November 2026

Venue

Bournemouth International Centre (BIC)
Exeter Road
Bournemouth
BH2 5BH

Participants

Expected 700 + attendees comprising of: Dietitians, Nurses, Pharmacists, Surgeons, Intensive Care Specialists, Nutrition Scientists, Researchers, Campaigners, NHS Managers, Patient Safety Specialists, Patient Group Representatives & Medical Education Specialists

Event Organisers

Medivents Ltd
Spirella Building
Bridge Road
Letchworth Garden City
Hertfordshire
SG6 4ET

For sponsorship packages, new enquiries, and to book a stand:

T: 01462 341423

E: conferences@bapen.org.uk

Welcome

The BAPEN Annual Conference is the networking and learning event for all professionals involved in (and committed to) improving nutritional policy, care and treatment in community, care and hospital settings.
Commercial exhibitors and charities will be able to engage with a multi-disciplinary audience of healthcare professionals within the field of nutritional care.



We are pleased to offer a range of exhibition and sponsorship opportunities to suit all budgets, aligning with your strategic objectives. The packages include stands within our conference exhibition, the opportunity to host an unopposed Satellite Symposium and the opportunity to sponsor one of our new Clinical Nutrition Skills Exchanges, all giving you access to our audience of healthcare professionals.



We expect to attract over 700 professionals from the four nations, including dietitians, doctors, nurses, pharmacists and surgeons all specialising in nutrition, food and nutritional support. This cross section of delegates visit the exhibition space to network, view and discuss conference posters, and increase their awareness of the latest products and services.

Who Will Attend?

Dietitans
Researchers
Pharmacists
Patient Safety Specialists
Surgeons
Medical Education Specialists
NHS Managers
Nurses
Doctors
Nutrition Scientists
Campaigners
Intensive Care Specialists
Patient Group Representatives

Who should be there?

- Organisations with products and services that will be of interest to our multi-disciplinary audience
- Organisations wishing to engage with specialist healthcare professionals in the field
- Service providers wishing to raise their profile and share information
- Organisations providing educational activities
- Organisations campaigning and raising awareness among dietitians, doctors, nurses, pharmacists and patients

Exhibition Packages

Premium Package
6m x 3m

Space Only or Shell Scheme
Includes:
- Prime stand location
- Six exhibitor passes per day (including lunch and refreshments)
- Company name, stand number and company profile in the conference app
- Company profile with link to website on the BAPEN Conference website
- 'Premium Sponsor' acknowledgement on conference signage and in conference printed programme

£10,800 + VAT

Standard+ Package
4.5m x 3m

Space Only or Shell Scheme
Includes:
- Four exhibitor passes per day (including lunch and refreshments)
- Company name, stand number and profile in the conference app
- Company logo with URL link to website on the BAPEN Conference website

£8,500 + VAT

Standard Package
4m x 2m

Shell Scheme
Includes:
- Three exhibitor passes per day (including lunch and refreshments)
- Company name, stand number and profile in the conference app
- Company logo with URL link to website on the BAPEN Conference website
- Two LED Spot lights
- Fascia name board (optional)
- 6ft clothed trestle table
- 2 chairs

£5,000 + VAT

Economy+ Package
3m x 2m

Shell Scheme
Includes:
- Two exhibitor passes per day (including lunch and refreshments)
- Company name, stand number and profile in the conference app
- Company logo with URL link to website on the BAPEN Conference website
- Two LED spot lights
- Fascia name board (optional)
- 6ft clothed trestle table
- 2 chairs

£3,850 + VAT

Economy Package
2m x 2m

Table Top Stand
Includes:
- Two exhibitor passes per day (including lunch and refreshments)
- Company name, stand number and profile in the conference app
- Company logo with URL link to website on the BAPEN Conference website
- 6ft clothed trestle table
- 2 chairs

£2,500 + VAT

Charity & Not for Profit Package

Table Top Stand
Includes:
- Company name, stand number and profile in the conference app
- Company logo with URL link to website on the BAPEN Conference website
- 6ft clothed trestle table
- 2 chairs

£150 + VAT

Additional Exhibition Space

You can create a bespoke stand, or purchase extra exhibition space at a price of **£625 + VAT per square metre.**

Representatives can attend to staff a table at a cost of **£65 + VAT** per person, per day. This is inclusive of lunch and refreshments, but not access to clinical sessions.

Exhibitor Information



Exhibition Space

As well as different benefits listed in the packages above, the stand fee is inclusive of the following items:

- Post-event delegate list (name & affiliation only), where delegates have agreed
- Cleaning of public areas and gangways

Allocation of Stand Space

Space allocation will be made on a first come, first served basis. Please select your stand space from the attached draft exhibition floorplan and return your booking form to Alice at conferences@bapen.org.uk. We will be pleased to advise you on stand availability at that stage and reserve a space for you. A booking agreement will then be sent to you for signature.

Exhibitors' Technical Manual

A technical manual outlining all aspects of exhibiting will be circulated prior to the meeting. It will include the following:

- Technical details about the venue
- Final exhibition details and delivery information
- Information as to ordering additional services (furniture, power, wifi, etc...)
- Key dates and deadlines

A draft floorplan is attached with this prospectus. Please note, this is a draft floorplan and may be subject to change.

Who has benefitted through participation previously?

Should you wish to book an exhibition package at this year's conference, please contact the Event Organisers:

E: conferences@bapen.org.uk

T: 01462 341423

Medivents Ltd

Spirella Building, Bridge Road, Letchworth Garden City, Herts, SG6 4ET

Educational Opportunities

For companies and organisations wishing to support the event further, we are offering the following educational opportunities:

Satellite Symposium £5,000 + VAT

This year's Satellite Symposia will provide the opportunity to host your own unopposed session during the conference programme. Sessions will be held in the main conference auditorium and technical support will be provided.

Companies wishing to organise a Satellite Symposia should submit a proposal including the topic and speakers for approval by the BAPEN Programmes Committee.

Benefits Include:

- Room hire, stage & set, standard AV equipment
- E-mailshot invitation to all registered delegates
- Symposium listing in the programme and on the app including speaker biography
- One day's conference registration for up to three speakers
- Advert promoting the symposium in the printed programme (artwork supplied by sponsor)

Use of Slido software and technician for Polling and Q&A are an additional £1,250

Clinical Nutrition Skills Exchange £1,050 + VAT

Our new Clinical Nutrition Skills Exchanges are hands on, skills based workshops. Each workshop will teach delegates around a different theme, from grant funding applications, to patient safety to Anthropometry.

Benefits Include:

- BAPEN recognised clinical expert to lead workshops
- Branding opportunities within the workshop room
- Permission to place marketing material within the workshop room
- Acknowledgement in the conference programme
- One day's registration for a company representative on the day of the sponsored session



Educational Opportunities - Continued

Poster Sponsor £2,500 + VAT

The poster exhibition is an integral part of the annual conference and is very popular amongst the attendees. It features original research and is where delegates present their findings and exchange ideas around current and future practice.

Exclusive Sponsorship Includes:

- Branding on all related signage surrounding the poster area
- Permission to place marketing material within the poster area
- Acknowledgement as the conference poster sponsor in the programme



Student Bursaries £5,000 + VAT

BAPEN welcomes additional funding to support student attendance at the annual conference. Bursaries providing a contribution towards travel and accommodation costs will be made available to students who have had abstracts accepted to be presented at the conference. Students will be required to submit applications which will be reviewed by the abstracts review committee.

Benefits include:

- Aligning your company with the latest scientific research and benefitting from strong branding to a captive and engaged audience. Your name and logo will be included on the conference website and app.
- The sponsor will also be acknowledged in the final printed programme next to details of the accepted abstracts.

BAPEN Symposium Sponsor £3,000 + VAT

BAPEN offers the opportunity for companies to sponsor an existing BAPEN symposium where the topic and speakers have already been arranged by the BAPEN Programmes Committee.

Benefits include:

- Pre-conference direct e-promotion to delegates with a legitimate interest
- Advert promoting the symposium sponsorship (artwork provided by sponsor)
- Acknowledgement as a symposium sponsor in the conference programme



Advertising and Branding Opportunities

The Conference App £4,000 + VAT
The app will be the primary source of communication and navigation on site at the conference. Prominent homepage branding on the app will place your company in the forefront of the minds of the conference delegates.

The app includes features such as:

- The conference programme
- Speaker biographies
- Sponsor profiles
- Exhibitor listings and floorplan
- Dedicated exhibitor lead contact
- Abstracts and posters

Full Page Advert in the Printed Programme £1,000 + VAT
The printed programme will be distributed on-site to all delegates and will include all meeting information. Sponsors can provide artwork for a full page advert in the programme.

Web Banner on Conference Website £750 + VAT
Sponsors have the opportunity to advertise on our conference website home page. The page can fit a maximum of three banner adverts. Artwork is to be provided by the sponsor, banners can include links.

BAPEN Masterclass £950 + VAT
Organised by BAPEN Medical, the Masterclass will be held the day prior to the conference on Monday 9th November at the BIC. The Masterclass attracts consultants and trainee gastroenterologists as well as dietitians, nutrition nurses and pharmacists.

BSPGHAN Study Day £950 + VAT
Organised by BSPGHAN, the Study Day will run alongside the Masterclass on the 9th November.

Masterclass and Study Day Combined £1,750 + VAT

Masterclass and Study Day sponsorship includes:

- Table top stand in the lunch/ break area
- 1 registration to attend and manage the stand
- Recognition as a sponsor on the website, agenda and presentation slides





Contracts & Confirmation

Once your booking has been agreed you will be sent a booking agreement for signature. Signature of the booking agreement is considered by the organisers to be contractually binding and a commitment to purchase items.

Payment Method

Payment to be received via BACS or international transfer. All payments must be received before the start date of the meeting. Should the sponsor fail to complete payment prior to the commencement of the meeting, the organiser will be entitled to cancel the booking, which will be subject to cancellation fees as determined below.

Cancellation/ Modification Policy

Cancellation or modification of sponsorship items must be made in writing to the Event Organisers - contact details can be found at the beginning of the prospectus.

Terms of Payment

- The full cost of sponsorship will be invoiced upon receipt of the signed booking agreement (unless otherwise agreed)
- Payment terms are 30 days from receipt of invoice. If a booking is received less than 30 days prior to the start of the conference, full payment is due immediately and we can accept card payments for this purpose. All invoices and costs must be settled prior to the start of the conference.

The Event Organisers shall retain:

- 10% of the agreed package amount if the cancellation is made before 29th May 2026
- 50% of the agreed package amount if the cancellation is made after 26th June 2026
- 100% of the agreed package amount if the cancellation is made after 24th July 2026

Terms & Conditions

Application to Participate

Application to participate will be considered only if submitted on the appropriate forms, duly completed. Registration will be confirmed insofar as space is available. Applicants will be informed in writing of the acceptance or refusal of their application. In case of refusal, all payments shall be fully refunded. In case of acceptance sponsor/exhibitor will be bound by the Terms and Conditions listed in the prospectus and/or contractual agreement.

Obligations and Rights of the Exhibitor/ Sponsor

By submitting an application to participate, the exhibitor/sponsor make a final and irrevocable commitment to occupy the space/ items allocated and to maintain his/her installation until the date and time fixed for closure of the event. The exhibitor/sponsor may only present on their stand or space the materials, products or services described in the application to participate. No advertising on behalf of firms not sponsoring or exhibiting is permitted in any form whatsoever. Transfer or sub-letting of all or part of the allocated spaces is prohibited.

Obligation and Rights of Organiser

The organiser undertakes to allocate exhibition space in order of preference to major sponsors and on a first come first served basis. The Organiser reserves the right, in case of absolute necessity, to modify the positioning of stands, with no obligation to provide compensation to exhibitors/sponsors. The Organiser reserves the right to offer to a different firm any stand, space or sponsorship item that has not been occupied by the event of the opening of the meeting, with no obligation to provide compensation to the defaulting exhibitor/sponsor.

Liability insurance

Equipment and all related display materials installed by exhibitors/ sponsors are not insured by the Organizer, and the Organizer under no circumstances will be liable for any loss, damage or destruction caused to equipment, goods or property belonging to exhibitors/sponsors. The exhibitor/sponsor agrees to be responsible for his property and person and for the property and persons of his employees and agents and for any third party who may visit his space. The exhibitor/sponsor shall hold harmless the organizer from any and all damages/claims including those usually covered by a fire and extended – coverage policy. The sponsor/exhibitor will purchase insurance policies for the above listed damages and copies of the insurances in place must be provided.

Exhibition regulations

The exhibition manager, acting under direction of the organising committee, has the final decision as to the acceptability of displays. Exhibitors are not to share with others any space allotted to them without prior written consent by the exhibition manager. The organiser reserves the right to alter the general layout or limit the space allotted to each exhibitor/sponsor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organiser will not be held liable for expenses incurred other than the cost of exhibit space rental fees.

All exhibits are to be displayed to avoid blocking aisles, obstructing adjoining booths, damaging the premises or the leased equipment. Exhibitors are kindly requested to allow sufficient see- through areas, which ensure clear views of surrounding exhibits. All relevant health and safety documents must be submitted prior to an event taking place. Exhibitors are responsible for the cost and execution of the design, installation, and delivery of their display to (and its removal from) the exhibition site. Flammable materials are not to be used. Equipment displayed or demonstrated must be installed with strict adherence to safety measures.

Exhibitors undertake to observe the timetable designated for completion of their display before the exhibition opening and it's dismantling at the close of the exhibition. No dismantling or packing of the display before the designated hour. It is the exhibitor's responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the organiser will arrange for their removal at the exhibitor's risk and expenses. Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition opening hours.

Payment is to be made in accordance with the conditions of payment listed in the prospectus. Should the exhibitor/sponsor fail to make a payment on time, the organiser is entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the stand/sponsorship items or seek compensation for non-fulfilment of contract. Participation by exhibitors/sponsors is dependent upon compliance with all rules, regulations and conditions stated herein. Access to the exhibition is authorised on presentation of a badge issued by the organiser. Exhibitors' badges will not be mailed in advance and may be collected from the exhibition manager's desk. The organiser ensures daily cleaning of the aisles. Exhibitors/ sponsors are responsible for the cleaning of their stands. The provision of refreshments for the participants by exhibitors is only permitted if the catering regulations of the exhibition building concerned are observed. Exhibition areas and fittings made available to exhibitors must be handed back in their original condition. In case of damage or loss of equipment provided, or damage to areas occupied, repair and replacement will be charged to the exhibitor. Any special decoration or fittings must be submitted to the Organiser for prior authorization. Advertising panels and display are not permitted outside the exhibition areas allotted to exhibitors.

The Organiser will not approve stands, which do not comply with the accepted standards, until the necessary changes have been made.

Code of practice

It is the exhibitor's/sponsor's responsibility to comply with the local authority's regulations, EFPIA (European Federation of Pharmaceuticals Industries & Associations) www.efpia.org and IFMPA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org Code of Practice on the Promotion of Medicines. Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the Rules and Regulations will not expose the organiser to any suits, demands by the sponsor/exhibitor/any third party.



The BAPEN Annual Conference is organised by:
Medivents Ltd
Spirella Building, Bridge Road, Letchworth Garden City,
Hertfordshie, SG6 4ET
T: +44 (0) 1462 341423
E: conferences@bapen.org.uk
www.bapen.org.uk

The British Association for Parenteral and Enteral Nutrition
Registered Charity 1186719
Application for CPD approval submitted to the Federation of the Royal College of Physicians of the UK
and the British Dietetic Association