

CHA National Conference 2026 – Sponsorship Terms & Conditions

Event Dates: 7th & 8th May 2026

Venue: Delta Marriott Swindon, SN3 1SH

These Terms and Conditions apply to all organisations booking sponsorship, exhibition or advertising opportunities for the Community Hospitals Association National Conference 2026. They ensure transparency, safety and fairness in all partnerships.

1. Event Overview

The CHA National Conference 2026 will take place on 7th & 8th May 2026 at the Delta Marriott Swindon. The event celebrates innovation, learning and collaboration across community hospitals and related services in the UK.

2. Exhibitor, Awards Sponsor and Digital Promotion Packages

All packages and prices are detailed in the CHA 2026 Sponsorship Prospectus. Options include Exhibitor Packages (including Exhibitor+ packages), Awards Sponsor Packages and Digital Promotion Package. Sponsorship availability is managed on a first-come, first-served basis and subject to CHA approval. Exhibitor+ and Awards Sponsor options are exclusive and limited to one sponsor per option.

3. Booking Process and New Sponsor Checks

3a. Two-Stage Booking Process

Sponsorship bookings for the CHA National Conference 2026 follow a two-stage process:

- Stage 1 – Sponsor Booking and Confirmation Form Sponsors select their package and confirm participation. This form secures your booking and initiates invoicing.
- Stage 2 – Sponsor Delegate and Logistics Form In early 2026, sponsors will be asked to provide delegate names, dietary and accessibility needs, stand/banner details, and any information relevant to the Sponsor Spotlight or Awards ceremony. Digital assets will also be requested at this stage.

Sponsors are encouraged to prepare materials in advance using the CHA Sponsor Assets Information Pack.

3b. New Sponsor Checks

Organisations that have not previously partnered with the CHA may be asked to provide brief background information. This helps ensure all sponsors align with CHA values and NHS public-sector standards. The CHA reserves the right to decline sponsorship where these standards are not met.

4. Invoicing, Payment, and Refund Policy

Invoices will be issued within 10 working days of booking confirmation. Payment must be made within 30 days of the invoice date. Bookings are non-refundable once invoiced, except in exceptional circumstances or where the event is cancelled by the CHA. Sponsorship is confirmed only upon receipt of payment.

5. Sponsor Conduct and Compliance

All sponsors and exhibitors are expected to uphold the principles of transparency, fairness and integrity in all sponsorship activities. Sponsors must ensure that their participation aligns with the values of the CHA and the wider NHS, and does not bring the CHA into disrepute. All promotional materials must be factual, responsible, and compliant with NHS guidance and applicable industry standards, including the ABPI and ABHI Codes of Practice. The CHA reserves the right to withdraw or refuse sponsorship if these standards are not met.

6. Exhibition Space and Safety Requirements

Exhibitor space will be allocated based on the layout of Pool Lane and Top Lounge at the Delta Marriott Swindon. Standard trestle tables (approx. 5/6ft x 3ft) and power access will be available. Sponsors must comply with all venue health and safety requirements and follow CHA instructions for setup and set-down.

7. Risk Assessment and Insurance

All exhibitors and sponsors attending with a stand must complete a Risk Assessment and confirm valid Public Liability Insurance. Electrical items must be PAT tested within the last 12 months. Sponsors are responsible for ensuring that their display and materials are safe and comply with all relevant regulations.

8. Marketing and Promotional Materials

Sponsors may be featured in CHA promotional materials, social media and the event programme. Logos, company descriptions, and advertising artwork must be sent directly to eleonor@communityhospitals.net. The CHA reserves the right to edit or decline materials that do not meet ethical or technical standards. Sponsors will be contacted in early 2026 to submit materials. Please refer to the [Sponsor Assets Information Pack](#) for guidance on materials.

9. Data Protection and Communications (GDPR)

The CHA will store sponsor details securely and use them only for purposes related to the conference and associated CHA communications. Sponsor information will not be shared with third parties except where required for event administration (e.g. venue coordination). Sponsors may opt in to receive future updates or sponsorship opportunities. Data will be handled in accordance with UK GDPR regulations.

10. Liability and Force Majeure

The CHA accepts no responsibility for loss, damage, or injury sustained by sponsors, exhibitors, or their representatives while on-site. Sponsors are responsible for their own insurance and the safety of their staff and materials. In the event of cancellation or rescheduling due to circumstances beyond the CHA's control, liability will be limited to the sponsorship fee paid.

11. Termination or Withdrawal of Sponsorship

The CHA reserves the right to terminate or withdraw a sponsorship agreement if a sponsor fails to comply with these Terms and Conditions, acts in a way that conflicts with CHA's values or NHS principles, or brings the organisation into disrepute. Any withdrawal will be communicated in writing.

12. Acceptance of Terms

By completing the CHA Sponsorship Booking Form and confirming submission, the organisation agrees to these Terms and Conditions in full. A copy of these Terms is available via the CHA website or upon request.

Community Hospitals Association Ltd

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