



Contact Studytravel

11-15 Emerald Street
London WC1N 3QL
United Kingdom
T: +44 20 74404037
F: +44 20 74404033
stephanie@studytravel.network

If you need us whilst in St Petersburg please contact:

Stephen Roberts:
T: +44 795 894 5865

Put your brand in the spotlight!

Sponsorship & branding packages available at ST Alphe Russia

For more information, contact stephanie@studytravel.network

Sponsored by:



ST Alphe Russia Exhibitor Information Pack

Conference Venue: The Astoria Hotel

39 Bolshaya Morskaya
190000, St Petersburg, Russia
T: +7 812 494 5757
www.thehotelastoria.com

BEFORE THE WORKSHOP

Online registration & appointment bookings via Meeting Manager

Register at <http://www.studytravel.network/mmm/register/display-stand/> selecting the conference(s) you wish to attend. If you already have your own login details please log into your Meeting Manager profile and apply yourself to attend this conference.

Scheduling appointments

Access the agent list and begin making appointments from Wednesday 19th September. You must complete and update your profile by Wednesday 3rd October. You will receive a notification email just before you are given access to the agent list.

Accommodation Booking

After selecting the conference(s) you wish to attend, the system will prompt you to book your accommodation at The Astoria Hotel. Click 'yes' and enter your required dates. You will then receive a confirmation email. To make any changes, simply log in – go to conferences and click 'hotel booking' to edit. If you do NOT require a hotel room please select the 'no accommodation required' option.

Check in: 14.00

Check out: 12.00

Classic Rooms: The room rate for single or double occupancy is to be confirmed please check back soon

Hotel Cancellation Charges

Cancellation or reduction of bookings made within 30 days of the event will incur a cancellation fee determined by the hotel.

Promotional Materials

Exhibitors can bring promotional materials, including pull-up banners to the event providing they fit inside the area of your reserved stand. It is your responsibility to ensure your materials will fit in the designated area. Please be mindful of your fellow exhibitors either side by refraining from using side partitions higher than 1 metre and also refrain from using shell schemes – at ST Alphe events we endorse an open plan layout where stands should not obscure the view of any other.

Deliveries to the hotel

Send packages with the mailing label (page 3) for the attention of Inna Nikitina, clearly marking the name of your institution on the mailing label for delivery to your table ready for your arrival. Mark your materials "Information materials for conference" and give the insurance value as zero. We also advise for each package to be under 5kg and to only send documents (leaflets, brochures etc) to help avoid customs delays and taxes. Check with your courier whether the materials have been delivered successfully before you leave home. Please ensure that your materials do not arrive more than seven days before the workshop begins.

Power at your table

For laptops/other electrical devices requiring a power socket, please order by emailing gemma@studytravel.network.

Visas

Most visitors require a visa to enter Russia. For a short visit a tourist visa will suffice. You will need a visa support letter for your visa application which you can obtain through our Russian partners - Lingua Consult Ltd. As soon as you have confirmed to attend ST Alphe Russia and you have booked your accommodation, please email please email Anna Stepanova (anna.stepanova@lidenz.ru) with the following information:

- 1) A clear copy of your passport
- 2) The exact travel dates
- 3) The exact name and address of your accommodation in St. Petersburg

ST Alphe Russia Stats 2018*:



75*
EDUCATORS



110*
AGENTS



6*
SERVICE
PROVIDERS

*FORECAST FOR ST ALPHE RUSSIA 2018

GETTING THERE

Conference hotel:

The hotel is 45 minutes from the airport, taxis can now be hailed easily from the airport and a one way transfer should cost around 1,000 Rubles.

CONFERENCE CAFE

The conference café will be open from 8am on the Saturday and Sunday mornings, serving teas, coffees and pastries. A complimentary refreshment ordering service will be available from each educator table via ordering forms that will be distributed at the event. They are sponsored by [Guard.Me](#).

Lunch is not included in your participation package but there are options within the hotel ([see below](#)), as well as a good selection within easy walking distance (ask the hotel staff for recommendations).

RESTAURANTS WITHIN THE HOTEL

Lichfield Bar (open 24hrs) – Cocktails, whiskies, cigars and light meals

Rotonda Lounge (open 24hrs) – afternoon tea, desserts

Astoria Café- À la carte, fine dining

WI-FI

Wi-fi internet connection is provided free of charge all around the hotel (hotel guest rooms, meeting rooms and public areas). Please ask one of the ST team for the code when you arrive.

CONFERENCE ITINERARY

Friday 19th October 2018

17.00 - 19.30 Registration and welcome reception for all delegates in the Ballroom Foyer
Educators & Exhibitors can set up their tables

Saturday 20th October 2018

08.00 Venue and conference Café open – ST team available
09.00 - 13.00 Meetings (30 minutes each) in the Ballroom Foyer
13.00 - 14.30 Lunch (not included)
14.30 - 17.30 Meetings in the Ballroom Foyer
19.00 - 19.45 ST Directors' Club drinks reception in the Lichfield Bar
19.45 - 23.00 Dinner for all delegates (included) in the Ballroom Foyer

Sunday 21st October 2018

08.00 Venue and conference Café open – ST team available
09.00 - 13.00 Meetings (30 minutes each) in the Ballroom Foyer
13.00 Clear venue

Address Label for Forwarding Materials to the Hotel



For the Attention of:

Inna Nikitina - Director of Group and Event

Hotel Astoria St Petersburg

St Isaac's Square

Ul. Bolshaya Morskaya 39

St Petersburg, 190000

Russia

Sender Company/ School name: _____

Sender Address: _____

Contact Number: _____

Delegate name: _____

Event name: ST Alphe Conference 19/10/18 - 21/10/18

Part Number: _____ **of** _____

SPONSORSHIP AND BRANDING

Put your brand in front of over 1,420 agents annually at the ST Alphe Conferences with one of our sponsorship and branding packages. Bespoke packages also available. Please email stephanie@studytravel.network or your designated conference organiser for further information.



ST Alphe UK 2018
£8,250
Other ST Alphas
£POA

Premium Sponsor Bag

- Delegate bag with your branding
- One-off email shot to all attendees
- ST Star Awards tickets x 2*
- ST Directors' Club passes x 2*
- Logo on welcome letter
- Logo on event web page
- Logo on front of conference pack
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert
- Seat at top table at ST Star Awards*
- Pull-up banner in registration area



ST Alphe UK 2018
£3,850
Other ST Alphas
£2,500

Welcome Reception


- Branding at the welcome drinks reception
- Logo on event web page
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert
- Pull up banner in reception area



ST Alphe UK 2018
£1,650
Other ST Alphas
£1,000

Branding Package


- Delegate pack insert
- Shared screen advert*
- Colour advert in conference pack
- Pull up banner in registration area



ST Alphe UK 2018
£8,250
Other ST Alphas
£2,500

Café Sponsor

- Café branding including pillars*
- One-off email shot to all attendees
- Logo on welcome letter
- Logo on event web page
- Logo on front of conference pack
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert



ST Alphe UK 2018
£POA
Other ST Alphas
£POA

Water Bottles Sponsorship

- Branded water bottle
- Logo on welcome letter
- Logo on event web page
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert



ST Alphe UK 2018
SOLD
Other ST Alphas
£3,000

Blimp

- Your branding on an inflatable blimp
- Logo on event web page
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert



ST Alphe UK 2018
SOLD
Other ST Alphas
£2,500

Key Cards Sponsorship


- Your branding on the front of all conference hotel room keys.
- Logo on event web page
- Logo on welcome letter
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert



ST Alphe UK 2018
From £2,200
Other ST Alphas
From £1,750

Room Drop

- Branded room drop items delivered directly to each attendee's hotel room
- Logo on event web page
- Shared screen advert*
- Colour advert in conference pack
- Delegate pack insert



ST Alphe UK 2018
£POA
Other ST Alphas
£POA

USB

- Branded USB in delegate bags which includes your company information & conference information
- Logo on event web page
- Shared screen advert*
- Colour advert in conference pack