

BL/NS/LP10-01

12 October 2011



Dear Colleague

Co-operative Business Resilience Association

Seminar & Exhibition 2011 – Lancaster Suite, New Century House, Manchester

Wednesday 16th November 2011

The one day seminar & exhibition for the Co-operative Business Resilience Association (CoBRA) is to be held in the Lancaster Suite, New Century House, Manchester on Wednesday 16th November 2011. The seminar will be attended by Managers and Professionals from the Co-operative Movement and by Directors of the Societies. Invitations will also be extended to small and medium enterprises around the Manchester area, thus giving you the opportunity to provide further information about your services to a wider audience.

For the 2011 Seminar the CoBRA is offering Organisations the facility to publicise their products and services by way of exhibition space at the Seminar, or by sponsoring the elements of the seminar programme. The details of these facilities are as follows:-

Conference Exhibition

This year's exhibition will form part of the seminar arena. This will provide a great opportunity for suppliers and delegates to network during extended coffee breaks and lunch. The exhibition spaces will therefore be allocated around the education room to maximise the time that delegates have with you.

Exhibition costs are the same as the 2009 and 2010 prices and are £250 + vat per 2.5 metre space. Exhibition should be a maximum of 1 metre in depth.

Exhibitors will have to be completely set up no later than 9:00 am, should you require access to the room earlier than 8:00 am then please advise either myself paul.winstanley@co-operative.coop or Bob Lister on 0161 351 7900 when you return the booking form.

Exhibitors must be in a position to break their exhibition stands shortly after 3:30 pm on 16th November.

Sponsorship

The Co-operative Business Resilience Association is seeking support for sponsorship of the seminar for those interested in supporting the event please contact me via paul.winstanley@co-operative.coop

I look forward to seeing you at our Conference and thank you for your continued support.

Yours Sincerely

Paul Winstanley

**Paul Winstanley
CoBRA Chairman**