

COBIS Conference for Bursars, Business Managers and HR Staff

The Orchard, London | 29-30 January 2025

Exhibitor Information

The COBIS Conference for Bursars, Business Managers and HR Staff is a popular training and networking event for Finance, Business and HR Staff working in an international school context. The 2025 conference will move to a new venue in Central London, near Hyde Park and Marble Arch.

Location:

The Orchard, Level 8, One Great Cumberland Place, London, W1H 7AL

Dates:

29-30 January 2025

Target audience:

Bursars; Business Managers; HR Managers; Operations Managers; Finance Managers; Estate Managers; other senior administrative staff with responsibility for HR and Operations.

Exhibition:

This conference can accommodate up to 10 exhibitors; these spaces are prioritised for COBIS Supporting Associates. In this new venue, all exhibitor places will be within the communal areas to provide the best opportunities for networking with delegates. Stands include power and access to standard Wi-Fi. While some stands will have a half-moon table and chair, others will consist of a more informal seating area and small table (ideal for a laptop). Large banners or structural stands cannot be accommodated. If you wish to discuss your requirements, please contact cpd@cobis.org.uk.

Exhibitor spaces will be allocated on a first-come, first-served basis with some stands reserved as part of sponsorship packages. Subject to availability, non-Supporting Associate exhibitor bookings will be accepted from 11 December 2024. The exhibition area, conference rooms, and catering are all on a single floor. All exhibitors will have the opportunity to present a short exhibitor profile (max 2 minutes) to all delegates.

Cost:

The exhibition fee is £599 plus VAT for COBIS Supporting Associates, and £699 plus VAT for non-COBIS Supporting Associates. This fee includes a stand space and one representative (including conference lunches and refreshments). Additional representative places can be booked for £85 plus VAT per person, per day. All exhibitors are welcome and encouraged to participate in the conference sessions. Tickets for the conference dinner (venue: TBC) on 29 January 2025 will be available in due course. To book an exhibitor stand, please [click here](#).

Sponsorship:

Sponsorship opportunities for the conference are available, some of which will include an exhibition stand. For information about sponsorship, please contact cpd@cobis.org.uk.

Further information:

For further information about the event, please contact events@cobis.org.uk or visit the [website](#).

In partnership with: