



School District of Palm Beach County 2018 Technology Conference “Twenty Years of Blazing the Trail”

Saturday, March 3rd, 2018
Santaluces Community High School

Sponsor’s Information Sheet

[Click to APPLY ONLINE HERE](#) or visit:

<http://techconf.palmbeachschools.org/vendor-and-sponsor-application/>

Sponsorship Pricing:

Platinum:	\$3,000.00
Gold:	\$2,250.00
Silver:	\$1,500.00
Bronze:	\$750.00

Booth Pricing:

Exhibitor pricing-- <i>with</i> sponsorship:	\$600.00 per booth
Exhibitor pricing-- <i>without</i> sponsorship:	\$800.00 per booth

Contact Kim Cavanaugh regarding special sponsorship opportunities at (561)357-7527.

Payments:

Once your application has been approved you will receive a contract detailing the methods of payment and a link to our online payment processing system. You can pay online using a Visa or MasterCard, or send your payment by check using the instructions provided in your contract.

Benefits of Sponsorship:

Sponsorship of our conference is fundamental to its success and we rely on the generosity of our sponsors to fund much of the conference cost. In exchange, we provide the following to our sponsors based on their sponsorship level:

Breakout Sessions:

Sponsors are invited to present breakout sessions during the conference based on their level of sponsorship.

Platinum:	Four (4) breakout sessions
Gold:	Three (3) breakout sessions
Silver:	Two (2) breakout sessions
Bronze:	One (1) breakout session

Once your application has been approved we will be in contact via e-mail and provide a link to an online form to

submit your breakout information as well as the FIRM deadline for session submissions.

Late submissions and applications will be included in the print and online programs at the discretion of the Conference Committee.

Program:

All sponsors are listed in our conference program with the contact information provided in the application. Sponsors receive advertising space in the printed program and priority listings on the conference web site. Advertisements appear in the program based on participation level and the date the application was received.

Platinum:	1/2 page advertisement
Gold:	1/3 page advertisement
Silver:	1/4 page advertisement
Bronze:	none

Advertisement copy is the responsibility of the sponsor. Once the application has been accepted we will provide technical specifications (size, format, resolution) and the deadline to submit the advertisement.

Placement of advertising copy and inclusion in the print and online programs for late submissions and applications is at the discretion of the Conference Committee.

Discounted Booth Rental:

Sponsors at all levels receive a \$200.00 discount for Exhibition Hall booth rentals. The booth price for sponsors is \$600.00 per booth and is *not* included in the price of sponsorship. Sponsors are permitted to reserve up to three (3) booths in the Exhibition Hall.

Preferred Placement in the Exhibition Hall:

Sponsors are provided with preferred placement in the Exhibition Hall based on their level of sponsorship and the date their application was received.

Door Prize Giveaways at Exhibition Booths:

Sponsors (only) are permitted to advertise and give door prizes away at their booths during the conference. This option must be approved by the Conference Committee.

VIP Lounge:

Access to the VIP Lounge is available to sponsors on the day of the conference. Sponsors can enjoy a continental breakfast and a catered lunch. This is an excellent opportunity to meet with school district leadership (administrators and principals) who also have access to the VIP area. (ALL exhibitors have access to the Exhibition Hall break room where snacks and beverages are provided.)

Please note that the VIP area is available *only* to sponsors and is not included with Exhibition Hall booth rental.

Recognition during Opening Session:

All sponsors will be acknowledged during the Opening Session with a slide during the pre-show video/slideshow.

Additional Sponsorship Opportunities

Contact Kim Cavanaugh via e-mail or phone regarding additional sponsorship opportunities such as charging stations for participants, special signage, and sponsor announcements on the conference web site.

Information for Sponsors who are also exhibiting:

Vendor Hall Booth Information:

Each vendor exhibit booth includes:

- ❖ 10' wide X 8' deep floor space with carpet throughout
- ❖ 8' high back drapes and 3' high side drapes
- ❖ one skirted 8' table
- ❖ two chairs
- ❖ waste basket
- ❖ 7" x 44" booth identification sign
- ❖ two (2) electrical outlets

Wireless internet access is provided throughout the vendor hall at *no charge*. However, as with any exhibition, the amount of traffic on the day of the show may limit connectivity. Phone lines are not provided.

Sponsors may order up to three (3) booths.

Vendor Expectations:

Vendors are expected to have their booths set up and ready when the Exhibition Hall doors open. All booths are to be staffed during the hours of operation of the Exhibition Hall.

Exhibitors receive admission to our Vendor Break Area where a continental breakfast and light lunch are provided free of charge.

Exhibition Hall Hours:

Setup:

Friday, March 2nd, 2018: 3:00 PM – 6:00 PM

Saturday, March 3rd, 2018: 6:00 AM – 9:00 AM

Exhibition Hall Hours:

Regular Hours: Saturday, March 3rd: 9:15 AM – 3:15 PM

Breakdown:

Saturday, March 3rd: 3:15 PM – 5:00 PM

Shipping:

Drayage services will be available from the conference exhibition company. Shipping to the conference location **IS NOT** permitted. Costs for drayage services are the responsibility of the company and are not included in the booth rental price.

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