



**ATTACHMENT A**  
**Sponsor Levels and Recognition\***

**At the PLATINUM LEVEL (\$7,500 contribution), you receive:**

- 3 complimentary registrations (including admission to workshops\* and meals)
- Sponsor (recognition at the sponsored event and sponsor name placard displayed on tables)
  - Opening Reception OR Conference Luncheon
- Sponsor's promotional material placed on each chair for lunch or gift bag for each attendee at reception (sponsor must provide material(s))
- Placement of your company's promotional flyer (8 ½ x 11 or tri-fold brochure) in conference attendees' registration packets
- A designated draped exhibit table
- Conference Attendee Mailing List
- Name and Logo in the official conference program, on the conference webpage, and prominently displayed at the actual event

**At the GOLD LEVEL (\$5,000 contribution), you receive:**

- 2 complimentary registrations (including admission to workshops\* and meals)
- Coffee break sponsor with name prominently displayed on site
- Placement of your company's promotional flyer (8 ½ x 11 or tri-fold brochure) in conference attendees' registration packets
- A designated draped exhibit table
- Conference Attendee Mailing List
- Name and Logo in the official conference program, on the conference webpage, and prominently displayed at the actual event

**At the SILVER LEVEL (\$3,000 contribution), you receive:**

- 2 complimentary conference registrations (including admission to workshops\* and meals)
- A designated draped exhibit table
- Conference Attendee Mailing List
- Name and Logo in the official conference program, on the conference webpage, and prominently displayed at the actual event

**At the BRONZE LEVEL (\$1,500 contribution), you receive:**

- 1 complimentary registration (including admission to workshops\* and meals)
- Name and Logo in the official conference program, on the conference webpage, and prominently displayed at the actual event

**At the LOGO SPONSOR LEVEL (\$850 contribution, for companies with 25 employees or less), you receive:**

- Name and Logo in the official conference program, on the conference webpage, and prominently displayed at the actual event
- Company brochure on information table next to conference registration

*Please Note: Exhibit tables and mailing list are not sold by AMPO and do not have any cash value.*

*\*Mobile and pre-conference workshop fees are not included in complimentary registration(s).*

**ATTACHMENT B**  
**EXHIBITION RULES\***

**Specifications**

*Exhibitor Area:* TBD

*Maximum Number of Exhibitors:* 20

*Furniture Provided to Each Exhibitor:* 1 standard table (approx. 6') and 2 chairs

*Exhibitor Set-Up:* Tuesday, October 17<sup>th</sup>, 10 am to 12 pm

*Shipping:* AMPO is currently working with the hotel to confirm shipping information. More information will be provided closer to the event.

*Exhibitor Break-Down:* Any time after 6:30 pm on Thursday, October 19<sup>th</sup>

**Table Assignments**

Exhibitors will be able to choose their space on a first come, first serve basis.

**Hours**

The exhibit area will be open on Tuesday, October 17<sup>th</sup>, 12 pm to 4:30 pm, and all day on Wednesday, October 18<sup>th</sup> and Thursday, October 19<sup>th</sup>.

**Exhibitor Passport - Raffle**

In the registration packet, conference attendees will be provided with an exhibitor passport, which will include all of the exhibitor names. Attendees must obtain the stamps of all the exhibitors on the passport provided to them. The completed exhibitor passport must be returned to the conference registration to be entered into a raffle. During the Thursday happy hour, we will draw a winner for a special prize. The person drawn **MUST** be present to win.

*\*Please note that the listed specifications, table assignments, and hours are tentative and may need to be adjusted based on the hotel requirements.*