

## 2019 CPAA CONFERENCE SPONSOR PACKAGE

# SPONSOR FORM

Contact Name: .....

Firm or Organization: .....

Address: ..... City: .....

Postal Code:..... Email: ..... Phone: .....

### TERMS AND CONDITIONS:

1. Benefits will be allocated on a “first come, first served” basis
2. A sponsorship is secured only upon receipt of contribution.
3. CPAA reserves the right to amend the rules and regulations governing sponsorship at any time.

### SPONSORSHIP & PAYMENT DETAILS

- Sponsorship Amount \$ .....
- Payment amount enclosed
- Payment to follow
- Please invoice sponsorship amount of to above organization

*GST not applicable. Credit card payment is not available. Payment by e transfer, direct deposit or by cheque, made payable to: Community Planning Association of Alberta.*

I have read and agree to the terms of the sponsorship/partnership agreements contained herein:

Signature: ..... Date: .....

*Please note the deadline for sponsorship is **March 15, 2019***

Please return both sponsor forms to:

**CPAA Office**  
**205 - 10940, 166A Street NW**  
**Edmonton, AB**  
**T5P 3V5**

Questions regarding sponsorship should be directed to:

**Vicki Hackl, CPAA Secretary**  
**P | 780-432-6387**  
**E | [cpaa@cpaa.biz](mailto:cpaa@cpaa.biz)**

## 2019 CPAA CONFERENCE SPONSOR PACKAGE

# SPONSOR BENEFITS

### DIAMOND \$3,000

There will only be one sponsor in this category. The diamond sponsor shall be recognized as **Principal Sponsor** in all conference materials. A sponsor representative will be invited to speak as part of conference welcoming and closing remarks.

#### BENEFITS

- One free registration for Conference (Value: \$500)\*
- One free registration for Education Session (Value: \$150)\*
- One free registration for Golf Tournament (Value: \$125)
- One free exhibitor space (Value: \$250)
- Primary sponsor in all conference materials and publications
- Primary recognition through prominent on-site signage
- First opportunity to sponsor conference delegate swag items

### PLATINUM \$2,000

Sole Sponsor for one activity. Please choose:

- Golf Tournament
- Education Session
- Keynote Speaker
- Conference Banquet
- Closing Plenary
- Silent Auction
- Student Participation

#### BENEFITS

- One free registration for Conference (Value: \$500)\* **OR**
- One free registration for Education Session (Value: \$150)\*
- One free exhibitor space (Value: \$250)
- Logo placement and listing in conference program
- Recognition through prominent on-site signage

### GOLD \$1,250

Sole Sponsor for one activity. Please choose:

- Concurrent Sessions (12 to choose from)
- Banquet Beverages
- Tuesday Plenary Session
- Wednesday Plenary Session
- Refreshment breaks (4 to choose from)

#### BENEFITS

- One free registration for Conference (Value: \$500)\*
- Logo placement and listing in conference program
- Recognition through prominent on-site signage

### SILVER \$750

Sole Sponsor for one activity. Please choose:

- Education Session Lunch
- Conference Lunch
- Banquet Entertainment

#### BENEFITS

- Two free tickets for the Conference Luncheon and the Banquet (Value: \$220)
- Logo placement and listing in conference program
- Recognition through prominent on-site signage

### BRONZE \$500

Sole Sponsor for one activity. Please choose:

- Conference Program
- Conference Management

#### BENEFITS

- One free ticket for the Conference Luncheon and Banquet (Value: \$110)
- Recognition on the on-site Master Board of Sponsors.
- Logo placement and listing in conference program

### Silent Auction / Scholarship Sponsor (less than \$500)

May include financial or in kind contribution which supports annual CPAA silent auction hosted at conference banquet. The CPAA silent auction raises funds directly for student scholarships to pursue and advance education and a career in planning. Contributing sponsors supporting the silent auction and student scholarships are listed in the conference program.

*\*Conference Registration includes one ticket for all conference meals.*

*\*Education Session Registration includes one ticket for all education session meals.*

**GST NOT APPLICABLE**

## 2019 CPAA CONFERENCE EXHIBITOR FORM

Contact Name: .....

Firm or Organization: .....

Address: ..... City: .....

Postal Code:..... Email: ..... Phone: .....

*Exhibitor cost is \$250. You may register separately for the conference which includes one ticket for all meals (Value: \$500.00) and/or for the Education Session (Value: \$150).*

### PAYMENT DETAILS

- Payment Amount Enclosed
- Payment to follow
- Invoice amount to above organization
- Display included with conference sponsorship

*GST not applicable. Credit card payment is not available. Payment by e transfer, direct deposit or by cheque, made payable to: Community Planning Association of Alberta.*

Name: .....

Signature: ..... Date: .....

### ARE YOU ALSO A SPONSOR?

- YES
- NO

### IF YES, AT WHAT LEVEL?

- DIAMOND
- PLATINUM
- GOLD
- SILVER
- BRONZE
- SUPPORTER

### EXHIBITOR SPACE DETAILS:

- Displays will be set up along the perimeter walls in Salon DE within the Conference space – spaces will be assigned.
- Each display space consists of a maximum area 8 feet wide by 5 feet deep (including any tables or chairs)
- **If requested**, a skirted table (8 feet by 2 feet) and two chairs will be included as part of the regular cost.
- Displays may start to be set up as early as **8:00 am, Monday, April 29**, but must be set up and ready **by Monday 1:00 pm**. They must be removed from the conference space by **12:15 pm Wednesday, May 1**.
- Extra Luncheon and Banquet tickets will be available through the Conference (**Lunch: \$40/person; Banquet: \$70/person**) if the person at the booth has not registered for the conference.

### WE, THE ABOVE ORGANIZATION WOULD LIKE TO RESERVE DISPLAY SPACE AS FOLLOWS:

- Number of display spaces (Note one banquet ticket included with each space purchased.) - \$250 each
- Number of complimentary chairs required (Maximum of 2 included with space)
- Number of complimentary tables required (skirted) (Maximum of 1 included with space)
- Electric outlets required (included in price)

Community Planning Association of Alberta. Please complete the form and return with payment to **CPAA Office**

**205 - 10940 166A Street NW  
Edmonton, AB  
T5P 3V5**

**P | 780-432-6387  
E | cpaa@cpaa.biz**