



## 2018 CONFERENCE SPONSORSHIP CONTRACT TERMS AND CONDITIONS

This Sponsorship Contract will serve as a binding agreement between National Organization for Human Services (NOHS), herein known as "Contractor", and \_\_\_\_\_, herein known as "Sponsor", with respect to agreed-upon sponsorship opportunities at the Annual Conference of the National Organization for Human Services (NOHS) in Philadelphia, PA, to be held October 24-27 at the Sonesta Philadelphia Rittenhouse Square in Philadelphia, PA. The Contractor and Sponsor acknowledge and accept the following terms and conditions of this contract by signing below.

### **Tentative Conference Schedule:**

- **Wednesday, October 24, 2018**  
2:00 pm - Registration  
6:00 pm - Reception
- **Thursday, October 25, 2018**  
7:30 am - Registration/Breakfast  
9:00 am - 5:00 pm - Workshops
- **Friday, October 26, 2018**  
7:30 am - Registration  
7:30 am - Breakfast Buffet/Service Project Presentation  
9:00 am - 5:00 pm - Workshops
- **Saturday, October 27, 2018**  
9:00 - 11:15 am - Workshops  
11:15 am - Closing Remarks

*\*This is a tentative schedule and subject to change.*

### **Vendor Arrival:**

You may arrive on Wednesday, October 27, 2018 at 2:00 pm. Please check in at the conference registration table.

### **Conference location:**

Sonesta Philadelphia Rittenhouse Square - 1800 Market St, Philadelphia, PA 19103.

### **Terms and Conditions:**

- Conference Program Advertising: The sponsor acknowledges that the company's name, logo, and other information is printed in our conference program must be received by October 1 to be included.
- All sponsorships must be paid in full 30 days prior to printing of event materials.
- All sponsorships are sold on first-come, first-served basis. NOHS reserves the right to assign sponsorships.
- By submitting the Sponsorship Agreement form to the NOHS, the sponsor understands and agrees to the provisions and terms and conditions as listed on this agreement and am authorized to execute this Sponsorship Agreement on behalf of their company.
- Cancellation Policy: Vendors/Sponsors must cancel before September 17, 2018 for full refund, minus the \$100.00 processing fee. No refunds will be given after September 17, 2018.

Point of Contact: Jamie Hartsfield will be your point of contact. Please contact her if you have any questions.  
Telephone: 757-683-4925 (office) or 757-675-6484 (cell); Email: [jhartsfi@odu.edu](mailto:jhartsfi@odu.edu).

## **NOHS 2018 CONFERENCE SPONSORSHIP OPPORTUNITIES**

Sponsorships level options are listed below. If you have discussed another option with a NOHS Board member, please indicate that under "Other Sponsorship."

### **GOLD - \$5,000.00**

- Prominent display of name/logo in all presentation rooms between sessions (Recognition on the big screen)
- Logo and information listed in conference program
- Social Media acknowledgement during conference
- Acknowledgement on website
- Vendor table (6 foot skirted)
- 3 Regular conference registrations
- Promotional items to be included in attendee bags (to be provided by sponsor)

### **SILVER - \$3,500.00**

- Logo and information listed in conference program
- Social Media acknowledgement during conference
- Acknowledgement on website
- Vendor table (6 foot skirted)
- 2 Regular conference registrations
- Promotional items to be included in attendee bags(to be provided by sponsor)

### **KEYNOTE SPEAKER SPONSORSHIP - \$2,500.00**

- Vendor table in or near keynote address room
- Recognition prior to keynote address
- Keynote Sponsor may introduce keynote speaker
- Logo and information listed in conference program
- Social Media acknowledgement during conference
- Acknowledgement on website

### **MEAL SPONSORSHIP - \$1,000.00**

- Name/Logo displayed on big screen during meal
- Designee will have up to 5 minutes to speak about their organization while attendees are eating their meal
- Social Media acknowledgement during conference
- Acknowledgement on website

### **PRESENTATION ROOM SPONSORSHIP - \$1,000.00**

- Vendor table in one presentation room during breakout sessions
- Social Media acknowledgement during conference
- Acknowledgement on website

### **WORKSHOP SPONSOR - \$500.00**

- Name/Logo displayed in presentation rooms
- Social Media acknowledgement during conference
- Acknowledgement on website

**CONFERENCE PROGRAM ADS:**

- |  |  |
|--|--|
| <input type="checkbox"/> 1/8 black & white advertisement - \$75        | <input type="checkbox"/> 1/8 page color advertisement - \$100  |
| <input type="checkbox"/> 1/4 page black & white advertisement - \$100  | <input type="checkbox"/> 1/4 page color advertisement - \$150  |
| <input type="checkbox"/> 1/2 page black & white advertisement - \$200  | <input type="checkbox"/> 1/2 page color advertisement - \$250  |
| <input type="checkbox"/> Full page black & white advertisement - \$300 | <input type="checkbox"/> Full page color advertisement - \$450 |

**VENDOR/ EXHIBITOR TABLES:**

- Non-profit Organizations \$350 for the entire conference
- For-Profit Vendors \$500 for the entire conference

**GIFTS-IN-KIND SPONSOR** – Any contribution from your company or institution will be welcome- from participant bags and items for those bags, we can discuss whatever contribution suits your needs.

- Social Media acknowledgement during conference
- Acknowledgement on website

**OTHER:** \_\_\_\_\_

**TOTAL SPONSORSHIP AMOUNT: \$** \_\_\_\_\_

**PAYMENT**

Sponsors may pay for their sponsorship selection online with a credit card, through the NOHS website: [nationalhumanservices.org](http://nationalhumanservices.org).

If you are paying with a check (payable to NOHS), please mail payment and completed contract to:

**NOHS (National Organization for Human Services)**  
147 SE 102nd Avenue - Portland, Oregon 97216

**CANCELLATIONS**

Cancellation Policy: Vendors/Sponsors must cancel before September 17, 2018 for refund minus the \$100.00 processing fee. No refunds will be given after September 17, 2018.

**AGREEMENT**

I have read the above contract and agree to abide by the Terms and Conditions governing participation in the NOHS Conference.

Sponsor (company/institution name): \_\_\_\_\_

By (signature): \_\_\_\_\_ Date: \_\_\_\_\_

Print name and title: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Name & contact for exhibit representative(s) that will be present during conference\*\*:  
\_\_\_\_\_

*\*\*Applicable only to sponsorships that include vendor table or registration of exhibit table only.*