

2018 Municipal Technology Conference

Sponsorship Contract

The **2018 Municipal Technology Conference** will be held **Friday, April 27, 2018** at the **Augusta Civic Center, Augusta, Maine**. This annual conference is for Maine local and state government officials and employees. The conference will provide updates on technology trends and useful tips on how best to use today's technology. A major focus will be on preventing and detecting fraud, both external and internal, as well as cyber security.

Supporter – \$175.00

- **One** complimentary conference registration
- Company listing in conference program booklet
- Special ribbon on name badge

Partner – \$550.00 (limited spaces available)

- **Two** complimentary conference registrations (**additional registrations over 2 billed at \$100 each**)
- Company logo listing in conference program/MMA website/signage throughout conference area
- Table-top space** to display company information/demos/meet with attendees in **Partner area** (see note below)
- Special ribbon on name badges

Sponsoring Partner – \$1,750.00 (limited to THREE companies, first come-first PAID basis)

- **Three** complimentary conference registrations (**additional registrations over 3 billed at \$100 each**)
- Company logo listing in conference program/MMA website/signage throughout conference area
- Table-top space** to display company information/demos/meet with attendees in **Partner area** (see note below)
- Full page black and white ad on inside of program booklet (*Ad specs: 4.5" wide x 7.5" high - PDF File, B&W ad*)
- Special ribbons on name badges

Please choose ONE option: (options will be granted on a First Come-First PAID basis):

- Continental Breakfast Sponsor
- Prize Giveaway Sponsor
- AM/PM Break Sponsor

Exclusive Sponsorship Partner – \$2,500.00 (limited to ONE company, first come-first PAID basis)

- Registration desk giveaway for each conference attendee with your company logo and **MMA logo** (MMA will coordinate and order giveaways)
- **Four** complimentary conference registrations (**additional registrations over 4 billed at \$100 each**)
- Company logo listing in conference program/MMA website/signage throughout conference area
- Table-top space** to display company information/demos/meet with attendees in **Partner area** (see note below)
- Full-color ad on back cover of program booklet (*Ad specs: 4.5" wide x 7.5" high - PDF File, Full color ad*)
- Special ribbons on name badges

IMPORTANT NOTE ABOUT TABLE TOP SPACES:

Table top spaces are **not** traditional exhibit booth spaces. Tables are 8' long (30" deep) and include one table cloth, skirting, 2 chairs and electricity. Spacing between each table will be the minimum allowed for attendee traffic to flow through our Partner area. **Please be sure any items you bring for display at your space do not block aisles or other table top spaces.** We will assign all booth spaces randomly for Partners in the Partner area. (MMA reserves the right to ask any display items be removed if blocking or restricting access to other tables.) **We appreciate your cooperation and understanding.**

Program Booklet Ad – (Ad space may be purchased in addition to sponsorship)

- \$250.00 - Inside Back Cover (color) ~~RESERVED~~ \$500.00 - Inside Front Cover (color) \$100.00 - Inside Pages (B&W only)
- (Full Page Ads Only: 4.5" wide x 7.5" high)

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BILLING/PAYMENT INFORMATION & POLICY:

YES! My company/agency wants to sponsor the 2018 Municipal Technology Conference as (pick one):

- Supporter** \$175.00 - **one** complimentary attendee **Partner** \$550.00 - **two** complimentary attendees
 Sponsoring Partner \$1,750.00 - **three** complimentary attendees
 RESERVED Exclusive Sponsoring Partner \$2,500.00 - **four** complimentary attendees

Company Name:

(As will be listed in Conference program)

Contact Name:

Billing Address:

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email*:

*(*All invoices and correspondence will be sent to the email address listed above)*

Payment enclosed: \$ _____ *(Please make check payable to Maine Municipal Association)*

Please send PDF invoice to the email listed above *(You may pay by check or use the link for online credit card payment that will be sent with your PDF invoice and confirmation.)*



Mail form with check payment to: Maine Municipal Association, 2018 Technology Conference Sponsorship, 60 Community Drive, Augusta, Maine 04330

Fax form to: 207-624-0189 or **Email form to:** Jaime Clark (jclark@memun.org)

PAYMENT POLICY & TERMS: All invoices must be paid in full no later than April 13, 2018 in order to be recognized in all print material and to guarantee table-top space. If payment is not received by due date, MMA reserves the right to release table-top space and cancel sponsorship.

PARTNER TABLE-TOP SPACE – ATTENDEE INFORMATION

Please fill in for name badge purposes. If no title is provided, "Representing" will be listed on badge.

1) Name: _____ Title: _____

2) Name: _____ Title: _____

3) Name: _____ Title: _____

Sponsoring Partner/Exclusive 3rd attendee or \$100 additional company rep.

4) Name _____ Title: _____

Exclusive Sponsoring Partner 4th attendee or \$100 additional company rep.

CANCELLATION/NO-SHOW POLICY:

In the event you need to cancel your partner sponsorship, please inform MMA in writing via email to: Jaime Clark at: jclark@memun.org. Any and all cancellations received **BEFORE** April 13, 2018 will be billed a **\$200.00** cancellation fee. Any cancellations received **AFTER** April 13, 2018 will be billed in full for sponsorship/table-top space and any other additional purchases. **NO-SHOWS:** Any and all no-shows will be billed in full.

I have read and understand the payment and cancellation policies and agree to abide by them.

Authorized Signature: X _____