



38th Annual Conference and Exposition Sponsor and Exhibitor Opportunities

The Annual Conference is the place to connect with over 400 professionals in the collegiate conference and event planning industry. Attendees are engaged and look to this expo to find products and services that will take their operations to the next level.

Collegiate conference and event professionals represent a growing and influential group of professionals that have buying power.

Help them learn about the latest and greatest that your company has to offer!



Important Dates & Schedule

Important Dates

Friday, October 6, 2017:

Early bird registration ends

Friday, January 5, 2018:

Sponsor and exhibitor registration ends

Friday, January 5, 2018:

All advertisements, company descriptions and logos due

38th Annual Conference Schedule

Exhibitor specific dates and times are bold and italicized.

Saturday, March 17, 2018:

8:00 a.m. – 2:00 p.m. Regional Leadership Training (invitation only)
9:00 a.m. – 4:00 p.m. Pre-Conference Workshops
10:45 a.m. – 5:00 p.m. Optional Pre-conference Tours (additional fee)
1:00 p.m. – 6:00 p.m. Registration
1:00 p.m. – 6:00 p.m. Exhibitor set-up

Sunday, March 18, 2018:

7:30 a.m. – 5:00 p.m. Registration
8:00 a.m. – 11:30 a.m. Exhibitor set-up
9:00 a.m. – 10:00 a.m. First Timer's Welcome
10:15 a.m. – 12:00 p.m. Keynote and Brunch
Noon – 4:00 p.m. Expo
12:15 p.m. – 1:15 p.m. Region 1 & 2 Meetings
12:15 p.m. – 1:15 p.m. Region 3, 4, 5 Expo
1:45 p.m. – 2:45 p.m. Region 3, 4, 5 Meetings
1:45 p.m. – 2:45 p.m. Region 1 & 2 Expo
3:00 p.m. – 4:00 p.m. Refreshments in Expo
4:00 p.m. – 5:00 p.m. Special Interest Sessions
4:00 p.m. – 6:00 p.m. Expo Breakdown

Monday, March 19, 2018:

8:00 a.m. – Noon One-on-One Appointments
8:00 a.m. – Noon Demonstration Opportunities
8:30 a.m. – 9:45 a.m. General Interest Sessions, Institute (additional fee)
10:00 a.m. – Noon Roundtables (near one-on-one appointments)
10:00 a.m. – 11:00 a.m. Topic Expert Sessions
11:15 a.m. – 11:45 a.m. Topic Expert Sessions
Noon – 2:00 p.m. One-on-One Appointments Breakdown
12:15 p.m. – 1:30 p.m. Business Luncheon
1:45 p.m. – 2:45 p.m. Special Interest Sessions
1:45 p.m. – 5:00 p.m. Institute (additional fee)
3:15 p.m. – 4:15 p.m. Special Interest Sessions
4:30 p.m. – 5:00 p.m. Topic Expert Sessions
5:00 p.m. – 11:00 p.m. Optional Monday Night Activities (additional fee or on your own)

Tuesday, March 20, 2018:

8:00 a.m. – 8:45 a.m. CCEP Breakfast (invitation only)
9:00 a.m. – 10:00 a.m. Special Interest Session
9:00 a.m. – 11:45 a.m. Institute (additional fee)
10:15 a.m. – 10:45 a.m. Topic Expert Sessions
11:00 a.m. – Noon Special Interest Sessions
12:15 p.m. – 1:30 p.m. Awards and Recognition Luncheon
1:45 p.m. – 2:45 p.m. Special Interest Sessions
3:00 p.m. – 4:00 p.m. Closing Keynote
4:05 p.m. – 4:30 p.m. ACCED-I 39th Annual Conference Preview
6:00 p.m. – 9:00 p.m. Closing Event

Wednesday, March 21, 2018:

8:00 a.m. – 3:00 p.m. Optional Post-Conference Tours (additional fee)

CANCELLATION OF SPACE: Cancellation of exhibit space must be in writing. Telephone cancellations will not be accepted. Full refunds (less \$500 administrative fee) will be made for exhibits cancelled before October 31st, 2017. 50% of the exhibit cost will be refunded November 1st, 2017– January 5th, 2018. In no case will a refund be issued for a cancellation made after January 5th, 2018. In the event the ACCED-I Annual Conference & Expo is cancelled due to fire, strikes, government regulations, acts of God, or other causes beyond the control of the Association, ACCED-I shall not be held liable for failure to hold the ACCED-I Annual Conference & Expo as scheduled, and ACCED-I shall determine the amount of exhibit fees to be refunded.

Sponsor Opportunities

ACCED-I has revamped the sponsorship packages to provide you with even more ways to connect with Annual Conference attendees. Now you have the opportunity to choose from the pre-set sponsorship packages below or tailor a sponsorship package that meets your needs and ensures you connect with attendees in a way that works best for your company. Contact Devin@acced-i.org to learn about the many ways you can participate as an Annual Conference Sponsor, as well as explore new opportunities still waiting to be created!

All sponsorships are available to ACCED-I corporate members only and are awarded once payment is received on a first-come, first-served basis. Previous year's sponsor receives first right of refusal for specific sponsorships, however, commitments must be received by October 6, 2017 and then the option becomes available to all other corporate members.



Includes:

- Sponsorship of opening keynote speaker with opportunity for brief welcome to attendees (60 seconds in length), 3 tickets to the event and sign recognition at event
- Sponsorship of conference registration with your logo included on name badges and banner ad on registration webpage
- Booth at Expo (Sunday) with choice of location
- Table at One-on-One Appointments (Monday)
- 3 company representatives at Expo and Appointments (does not include meals)
- Conference sponsor ribbons for company representatives
- Full page advertisement in conference program with premium placement
- Company information, description, logo, booth number and recognition as an Annual Conference sponsor in the conference program, mobile application and ACCED-I website
- Inclusion in ACCED-I generated pre-conference e-blast as Annual Conference sponsor
- Pre-conference attendee mailing list after the early bird deadline and post-conference attendee mailing list (one-time use for each)



Includes:

- Sponsorship of five Annual Conference scholarships given to members and/or students of ACCED-I with logo on all scholarship promotional materials including the ACCED-I website, ACCED-I newsletter, social media, *Annual Conference printed program* and Annual Conference mobile application
- Opportunity to address attendees (60 seconds in length) at Awards Luncheon including 3 tickets to the event, a professional photo with recipients and press release written by ACCED-I for your use
- Booth at Expo (Sunday) with choice of location
- Table at One-on-One Appointments (Monday)
- 3 company representatives at Expo and Appointments (does not include meals)

- Conference sponsor ribbons for company representatives
- ½ page advertisement in conference program with premium placement
- Company information, description, logo, booth number and recognition as an Annual Conference sponsor in the conference program, mobile application and ACCED-I website
- Inclusion in ACCED-I generated pre-conference e-blast as Annual Conference sponsor
- Pre-conference attendee mailing list after the early bird deadline and post-conference attendee mailing list (one-time use for each)

Choice of one:

- Regional Leadership Lunch
- CCEP Breakfast
- One of three concurrent general interest sessions

Includes:

- Sign recognition at sponsored event
- Booth at Expo (Sunday) with choice of location **OR** table at One-on-One Appointments (Monday)
- 2 company representatives (does not include meals)
- Conference sponsor ribbons for company representatives
- ½ page advertisement in conference program
- Company information, description, logo, booth number and recognition as an Annual Conference sponsor in the conference program, mobile application and ACCED-I website
- Inclusion in ACCED-I generated pre-conference e-blast as Annual Conference sponsor
- Pre-conference attendee mailing list after the early bird deadline and post-conference attendee mailing list (one-time use for each)

**Bachelor
Sponsor
\$5,000**

Includes:

- Sponsorship of Sunday afternoon food and beverage break in the Expo
- Sign recognition at sponsored event
- Booth at Expo (Sunday) with choice of location **OR** table at One-on-One Appointments (Monday)
- 2 company representatives (does not include meals)
- Conference sponsor ribbons for company representatives
- Company information, description, logo, booth number and recognition as an Annual Conference sponsor in the conference program, mobile application and ACCED-I website
- Inclusion in ACCED-I generated pre-conference e-blast as Annual Conference sponsor
- Pre-conference attendee mailing list after the early bird deadline and post-conference attendee mailing list (one-time use for each)

**Associate
Sponsor
\$3,500**

**One available*

Exhibitor Opportunities

Sunday Exposition

Member
\$1,750

Non-Member
\$2,750

Save \$250
Earlybird rate
offered
through 10/6/17

This traditional expo setting is a great way to interact with all of the conference attendees. The expo hours are on Sunday from Noon to 4:00pm. The schedule has been designed so that there will be a steady flow of attendees throughout the expo hours. Returning this year is an interactive game in the trade show to encourage attendees to engage with you at your booth and the opportunity to gain extra recognition by participating in the Act of Caring.

Includes:

- 10'x10' Booth
- 2 company representatives (does not include meals)
- Company information, description, logo and booth number in the conference program, mobile application and ACCED-I website
- Inclusion in ACCED-I generated pre-conference eblast as Annual Conference exhibitor
- Pre-conference attendee mailing list after the early bird deadline and post-conference attendee mailing list. One-time use for each. Includes institution, first/last name, title and mailing address only.

Monday One-on-One Appointments

Member
\$1,750

Non-Member
\$2,750

Save \$250
Earlybird rate
offered
through 10/6/17

This non-traditional one-on-one setting allows you to meet more intimately with attendees. New this year, the appointments will take place in a 10'x10' draped booth. Sunday exhibitors will be able to stay set-up in their booth for Monday. Contact attendees before the conference to arrange meetings on Monday from 8:00 a.m. to noon. You manage the appointments so you have the flexibility to meet with as many people as you'd like. There are many free and inexpensive scheduling tools available online such as doodle.com, calendly.com, simplybook.me and setmore.com. Your contact information will be shared with attendees so that they are able to reach out to you directly to set up a meeting. You will be provided a sign to indicate your availability so that attendees know they can approach your table if you are free between appointments.

Includes:

- 10'x10' Booth
 - 2 company representatives (does not include meals)
 - Contact information for attendees to set up appointments listed in the conference program, mobile application and ACCED-I website
 - Company information, description, logo and booth number in the conference program, mobile application and ACCED-I website
 - Inclusion in ACCED-I generated pre-conference eblast as Annual Conference exhibitor
 - Pre-conference attendee mailing list after the early bird deadline and post-conference attendee mailing list. One-time use for each. Includes institution, first/last name, title and mailing address only.
-

Sunday Exposition and Monday One-on-One Appointments

Member
\$2,750

Non-Member
\$3,750

Attend both days to get the most out of your time at the ACCED-I Annual Conference.



Booth Upgrade

\$500

Increases booth size to 10'x15' and allows one additional booth representative (does not include meals). This is an add-on available to ACCED-I corporate members only.

Additional Booth Representative

\$250 each

Not to exceed 2 additional people in any size booth (does not include meals).

Demonstration Opportunity – Monday

\$300

Showcase your products and services to a captive audience for 30 minutes. Demonstrations will take place in an air wall enclosed room located in the expo hall on Monday from 8:00 a.m. to noon. Microphone, projector and podium are included but you must provide your own computer. Demonstrations average 10-30 attendees.

Booth Assignments: Sponsors will have their choice of booth space. All others will be assigned based on registration date and business type.

All exhibitors and sponsors are welcome to attend educational sessions when space is available in session rooms. In addition, you are able to purchase tickets to attend meal functions, pre/post conference activities and institutes based on space availability.

[CLICK HERE TO REGISTER](#)

For more information, visit www.acced-i.org/page/exhibit or contact Devin Shelby, Director of Membership at Devin@acced-i.org or (970) 449-4960 ext. 5