



# Louisiana Association of School Business Officials (LASBO)

620 Florida St., Ste. 210, Baton Rouge, LA 70801

Phone: 225.343.2776/FAX: 225.344.1132

[info@lasbo.org](mailto:info@lasbo.org) [www.lasbo.org](http://www.lasbo.org)

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## MEMORANDUM

TO: LASBO Potential Program Sponsors

FROM: Julie Fuselier, LASBO Coordinator

DATE: December 4, 2017

The **53rd Annual Conference for the Louisiana Association of School Business Officials (LASBO) "Walking to New Orleans!"** is scheduled March 13 – 16, 2018, at the Sheraton New Orleans, in New Orleans, LA. We are working on our program brochure and hope to mail the brochures early January. Approximately 375-400 school business officials from school systems throughout the state will attend the Spring Conference. **Additionally, we typically have approximately 60 sponsors and WE HOPE YOU WILL BE ONE OF THEM!**

As many of you know, a vital part of the LASBO conference is the role of our program sponsors. Your sponsorship of our break refreshments, luncheon, hospitality rooms, and social/evening functions allows us to offer a quality program to the LASBO membership and still charge a reasonable registration fee. LASBO has various levels of sponsorship (all include option to exhibit):

- *Diamond* \$1,000 + *hospitality room and/or additional event*
- *Platinum* \$1,000 (*exhibit table and up to 3 representatives*)
- *Gold* \$750 (*exhibit table and up to 2 representatives*)
- *Silver* \$500 (*exhibit table and 1 representative*)

**NOTE:** *If Diamond level, we will coordinate with you relative to an additional event and/or hospitality room*

### YOUR sponsorship includes:

- Company name in our program brochure
- Signage recognizing all sponsors
- YOUR contact/listing information included in the participant packets
- YOUR Company is introduced/recognized at the luncheon
- Exhibit/Display - including skirted table, in our foyer area located by the refreshments and outside the meeting rooms
- All sponsors are listed on the website for an entire year; and for Diamond and Platinum sponsors, your listings include a link to your company website

*We don't have a separate convention hall with pipe and drape for exhibits, but we do have an informal set-up for exhibitors in a very relaxed setting. It has proven very successful in years past.*

Attached is a sponsorship form for your completion to indicate your interest as a LASBO program sponsor and the level of sponsorship that you would like to commit to for the upcoming Spring Conference. We are finalizing our program agenda and hope to go to print later in December to be mailed in January. **Please email us at [info@lasbo.org](mailto:info@lasbo.org) or fax us your response by Wednesday, December 27** to include your firm in this first printing. Again, our program sponsors play a very important role in the continued success of the LASBO Spring Conference and we value our relationship with each of you. We look forward to hearing from you soon. Please feel free to call me with any questions.



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## Conference Sponsor Form

**53<sup>rd</sup> Annual Spring Conference**  
**Louisiana Association of School Business Officials (LASBO)**  
**March 13 – 16, 2018**  
**Sheraton New Orleans, New Orleans, LA**

Sponsor/Company Name: \_\_\_\_\_

Sponsor/Contact Name: \_\_\_\_\_ Title \_\_\_\_\_

Address: \_\_\_\_\_  
Street or P.O. Box City State Zip

Telephone ( ) \_\_\_\_\_ FAX ( ) \_\_\_\_\_

Website: \_\_\_\_\_

Email Address \_\_\_\_\_

**Reserve Your Sponsorship NOW! Sponsorship levels are indicated below and all include option to exhibit:**

|                |  |
|----------------|--|
| _____ Diamond  | \$1,000 + <i>hospitality room and/or additional event</i>    |
| _____ Platinum | \$1,000 ( <i>exhibit table and up to 3 representatives</i> ) |
| _____ Gold     | \$750 ( <i>exhibit table and up to 2 representatives</i> )   |
| _____ Silver   | \$500 ( <i>exhibit table and 1 representative</i> )          |

### Exhibit/Display Information:

\_\_\_\_\_ YES, we would like to exhibit; we have special display requirements that need special attention

\_\_\_\_\_ NO, we are **not** interested in a sponsorship this year.

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*We don't have a separate convention hall with pipe and drape for exhibits, but we do have an informal set-up for exhibitors in a very relaxed setting. It has proven very successful in years past.*

**Please email or FAX this form to Julie Fuselier, LASBO Coordinator, as soon as possible to reserve your sponsorship/exhibit space. Payment can be submitted to:**

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