



## Ohio Prospect Research Network Conference Sponsor / Exhibitor Application

### Company Information

Company Name*	
Contact	
Contact E-Mail	
Mailing Address	
City ST ZIP Code	
Country	
Phone	
FAX	
E-Mail Address	
Website	

\*as it should appear in all acknowledgements and printed material

### Logistics Contact (if different)

First Name	
Last Name	
Title	
Company	
Mailing Address	
City ST ZIP Code	
Country	
Phone	
FAX	
E-Mail Address	

Provide a 35-word description of your company, equipment, products and/or services for printing in conference materials. The board of OPRN reserves the right to edit copy as needed.

---



---



---



---



---



---

## Sponsor / Exhibitor Opportunities

- Signature Partner \$2,000
- Conference Sponsor \$1,000
- Scholarship Sponsor \$750
- Exhibitor Combo Pack \$500
- Half-Page Ad \$100
- Quarter-Page Ad \$50

Please see Page 3 for information about the benefits of the sponsor opportunities.

Please refer to Page 4 for terms and conditions.

## Payment Information

Full payment for Sponsor/Exhibit fee must accompany the completed and signed contract. Check made payable to OPRN. Attn: Jodi Pinney, 1480 W. Lane Ave, #161, Columbus, OH 43221

Total: \$\_\_\_\_\_

If you need an invoice to process payment, please contact the OPRN Sponsorship Coordinator via email at: [partner@oprn.org](mailto:partner@oprn.org).

## Conference Date and Location

Ohio Prospect Research Network Spring Conference 2014

May 1-2, 2014  
Crowne Plaza Columbus  
33 East Nationwide Blvd  
Columbus, Ohio

## Agreement and Signature

I am an authorized representative of the company named on this contract with full power and authority to sign and adhere to the terms of this contract.

Name	
Title	
Date	

## Questions

For questions about sponsorship opportunities, please contact the OPRN Sponsorship Coordinator at:

[partner@oprn.org](mailto:partner@oprn.org)

For questions about conference planning and logistics, please contact the OPRN Vice President of Conference Planning at:

[conference@oprn.org](mailto:conference@oprn.org)

## **OPRN Signature Partner - Cost: \$2,000 (limited to two Signature Partners!)**

This unique level of partnership goes beyond simple event sponsorship. Signature Partners receive recognition and benefits throughout the entire year, including a presence on OPRN's home page and access to our exclusive OPRN member email listserv for up to three promotional messages. What's more, Signature Partners receive two complimentary registrations for the Spring Conference, access to all conference events and outings, and the opportunity to present a 30-minute vendor session during the event.

### **Benefits of Sponsorship:**

- Online recognition on OPRN's home page (for a full year) and conference page
- Recognition in Conference promotional materials
- Exhibitor Booth in Spring Conference vendor hall
- 30-minute vendor presentation during Spring Conference (concurrent with up to one other partner)
- Copy of Spring Conference Attendee list
- Access to Use OPRN Membership Email Listserv up to 3x
- Full-Page Ad in Conference Program
- 2 Complimentary Registrations to Spring Conference (includes all meals and events)
- Opportunity to host a Roundtable Session during the Spring Conference
- Promotional materials distributed in attendee registration bags

## **OPRN Conference Sponsor - Cost: \$1,000**

Conference Sponsors will have ample opportunity for one-on-one interaction with our membership at the Spring Conference. Sponsors receive an exhibitor booth in our vendor hall, one complimentary registration to the Spring Conference (including all meals and events), and the opportunity to host a roundtable session during the conference.

### **Benefits of Sponsorship:**

- Online recognition on OPRN's conference page
- Recognition in Conference promotional materials
- Exhibitor Booth in Spring Conference vendor hall
- Copy of Spring Conference Attendee list
- Half-Page Ad in Conference Program
- 1 Complimentary Registration to Spring Conference (includes all meals and events)
- Opportunity to host a Roundtable Session during the Spring Conference
- Promotional materials distributed in attendee registration bags

## **A La Carte Options**

### **Benefits of Sponsorship:**

- Scholarship Sponsor (Online and Print Recognition as OPRN Scholarship Sponsor, Exhibitor Booth, Attendee List, Half-Page Ad) - \$750 (limit of 2)
- Exhibitor Combo Pack (Exhibitor Booth, Attendee List, Half-Page Ad) - \$500
- Half-Page Ad - \$100
- Quarter-Page Ad - \$50

## OPRN Sponsor/Exhibitor Terms and Conditions

### **1. Eligible**

OPRN reserves the right to determine the eligibility of any company for inclusion in the OPRN Spring Conference and to prohibit a company from conducting and maintaining an exhibit. OPRN reserves the right to expel and eject any Exhibitor for conduct detrimental conference., in its sole judgment, whose decision shall be binding upon the Exhibitor.

### **2. Payment Schedule**

All funds are payable in USD to OPRN upon completion of a signed contract.

### **3. Cancellation**

Any request of cancellation of sponsorship, after having submitted a signed Contract, must do so in writing via certified mail or email. If the Sponsor cancels on or before 90 days prior to the conference, the Exhibitor will incur an administrative fee of 50 percent of total sponsorship fees due. If the Sponsor cancels after 90 days prior to the conference, the Sponsor will NOT RECEIVE A REFUND. OPRN will be entitled to all monies paid and owed as liquidated damages. Companies that cancel will lose all privileges designated for sponsor companies.

### **4. Assignment of Space**

Space will be assigned on a first come, first-served basis. Whenever possible, OPRN intends to make space assignments in keeping with the Sponsor's preferences. OPRN, however, reserves the right to make the final determination of all space assignments in the best interest of the Conference.

### **5. Installation and Dismantling**

Sponsors will have reasonable time to erect and dismantle their exhibits. No Exhibitor shall begin dismantling their exhibit prior to the close of the conference.

### **6. Exhibitor's Authorized Representative**

Each exhibition must have at least one person to be its representative in connection with installation, operation and removal of exhibit. Such representative shall be authorized to enter into such service contracts as may be necessary, and for which the Exhibitor shall be responsible, and Exhibitor assumes responsibility for such representative being in attendance for all periods of exhibition.

### **7. Sales, Soliciting, Samples, Costumes and Giveaways**

Samples, catalogs, pamphlets, publications, etc., may be distributed by Exhibitors only from within their own booths. OPRN reserves the right to exclude any giveaways or samples during the Conference. OPRN reserves the right to restrict any giveaways that are in bad taste or are considered offensive. If Exhibitors wish to distribute food samples from their booth, they must obtain preapproval

### **8. Promotion or Sales Schemes**

Exhibitors agree that they will not exhibit or display their equipment and/or products and services in any other location, besides their own space.

### **9. Entertainment During Convention Hours**

Exhibitors expressly agree not to hold any activity that creates a material adverse effect on attendance during the Conference hours. If clarification is needed on a specific activity, please submit to OPRN for approval.

### **10. Alcoholic Beverages**

The serving of alcoholic beverages by Exhibitors in any part of the exhibit area is strictly prohibited unless approved by OPRN.

### **11. Care of Building & Compliance with Local Ordinances**

All display or exhibit materials and equipment must be reasonably located and fire-proofed to prevent fire hazards and personal accidents to spectators, Exhibitors, Attendees or any personnel at the Conference. Exhibitors are liable for any damage caused by fastening displays or fixtures to the building floors, to walls, to columns, or to standard booth equipment or for damage caused in any other manner. Exhibitors may not apply paint, lacquer, adhesives or any other coating to building columns, floors or standard booth equipment.

### **12. Unforeseen Situations**

If for any reason beyond OPRN's control, the Conference must be cancelled, shortened, delayed or otherwise changed, Exhibitor understands and agrees that all losses and damages which it may suffer as a consequence thereof are its responsibility and not that of OPRN's trustees, members or agents. Exhibitor understands that it may lose all monies it has paid to OPRN, as well as other costs and expenses it has incurred, including travel to the show, setup, lodging, freight, employee wages, etc. Exhibitor agrees to indemnify and hold harmless OPRN from any and all loss, which Exhibitor may suffer as a result of changes to the Conference caused in whole or in part by any reason outside the OPRN's control and releases OPRN, its trustees, and/or agents from any and all claims, including but not limited to lost profits, out of pocket costs and consequential damages.

### **13. Guard Service**

Every reasonable precaution will be taken to protect property during the conference. Neither OPRN, its trustees or representatives, nor the venue and their employees, agents, representatives, or management service contractors are responsible for the safety of the property of Exhibitors from theft, damage by fire, accident, vandalism or other cause.