



ATTENTION SPONSORS...

**SEPA SHRM Chapter Meeting
SPONSORSHIP OPPORTUNITY**

3rd Tuesday of each Month
Ramada Philadelphia Northeast



SEPA SHRM invites you to Sponsor a monthly Chapter Meeting to share your business with 50+ top-level human resource decision makers during one of our exciting meetings. We can accommodate two non-competing sponsors per meeting. We are interested in companies that provide goods and services that are of interest to those in the field of Human Resources. Requests to participate will be reviewed by our Board of Directors. See package below:

Sponsor Fee – For-Profit Organizations - \$300 Non-Profit Organizations - \$200

- Special pricing available for multiple meeting package
- \$400 / \$300 for extended or special meetings

Admission to Chapter Meeting for two company representatives including continental breakfast & opportunity to mix & mingle with attendees prior to start of the meeting

Please Note - solicitation at your display table only, no sales permitted

Recognition during opening remarks & recognition slide included in pre-meeting PowerPoint presentation

2 minutes to address meeting attendees during opening introductions and “hot topics”

Marketing materials placed on attendee tables – limited to a brochure or handout

Dressed display table located in meeting room - 30” x 96” - electricity available

Prize drawing opportunity from your display table, winner announced during closing remarks

Opportunity to distribute giveaways & marketing materials from your display table

Recognition in meeting announcement / registration form - *with sufficient advance notice*

Newsletter advertisement – ¼ page advertisement in one quarterly newsletter

Website advertisement – logo, byline and contact information displayed on SEPA SHRM website homepage for one month

GENERAL INFORMATION

Where does the meeting take place? The Ramada Philadelphia Northeast Hotel located at 11580 Roosevelt Boulevard, Philadelphia, PA, 19116. The phone number is 215-464-9500.

What time should I arrive? Registration begins at 8:00 a.m. Sponsors may arrive up to 30 minutes earlier to set up the display table. The Chapter Program begins at 9:00 a.m. and concludes at 10:15 a.m. Times may vary for special or extended meetings.

What should I expect? Attendees will begin arriving at 8:00 a.m. to register and network prior to the start of the meeting. Introductions and hot topics will begin at 8:30 a.m.; the program will begin at 9:00 a.m. The meeting will conclude with a SEPA SHRM prize drawing, if you chose to have a prize drawing, the winner will be announced at this time also. There will be an additional opportunity for networking as the meeting closes.

Is there anything else I need to know? Sponsors receive two free admissions. Additional representatives will need to register and pay as guests.

Company information: Sponsors will need to provide their logo (jpeg), byline and contact information for posting to the meeting registration form, SEPA SHRM website and an ad for posting to the SEPA SHRM quarterly newsletter. Please forward via e-mail to sepa-treasurer@sepashrm.org at the same time you mail your registration form and payment.

Questions? Direct questions to Ned Clopton at 610-832-9144 or sepa-treasurer@sepashrm.org.



SEPA SHRM's MONTHLY CHAPTER MEETING SPONSOR REGISTRATION FORM

AFFILIATE OF



SOCIETY FOR HUMAN RESOURCE MANAGEMENT

Contact Ned Clopton at 610-832-9144 or sepa-treasurer@sepashrm.org to confirm date availability.

Company Name: _____ Type of Business: _____ (Exactly as you would like to appear in meeting materials)

Street Address: _____ City: _____

State: _____ Zip: _____ Contact Person: _____

Phone: _____ Fax: _____ E-Mail: _____

Attendees - Sponsors receive admission for 2 representatives

Attendee #1: _____ Attendee #2: _____

Title: _____ Title: _____

Phone: _____ Cell: _____ Phone: _____ Cell: _____

E-Mail: _____ E-Mail: _____

Month you would like to sponsor, please list a 1st and 2nd preference: _____

Sponsor table display will consist of: _____

Sponsor table display will require electricity (please circle): yes no

I plan to conduct a Drawing at my display table (please circle): yes no

I plan to distribute promotional materials (please circle): yes no

If you plan to advertise anything other than your services please indicate below (i.e. seminar, event, etc.):

Please make checks payable to SEPA SHRM and send payment with this form no later than the 1st of the month you will be sponsoring to:

SEPA SHRM c/o Human Resource Trouble Shooters 9090 Pine Road Philadelphia, PA 19115-4417

Liability: Neither SEPA SHRM, Ramada, nor its agents or representatives, will be responsible for any injury, loss or damage that may occur to the sponsor or to the sponsor's employees or property or to the sponsor's invitees or licensees (visitors to the sponsor's exhibit) from any cause whatsoever. Under no circumstances will SEPA SHRM, Ramada or its agents or representatives be liable for lost profits or other incidental or consequential damages.

Your signature verifies agreement to the terms and conditions set forth and the above information is accurate and complete.

Sponsor Authorized Representative (please print): _____

Sponsor Signature: _____ Date: _____

Direct questions to Ned Clopton at 610-832-9144 or sepa-treasurer@sepashrm.org.

INTERNAL USE:

Date Received:

Payment Received: