

2019 KSAND Annual Conference and Exhibits

Sponsorship Agreement

This Agreement exists by and between the Kansas Academy of Nutrition and Dietetics (KSAND) and Click here to enter text.

## Purpose and Terms of Agreement:

The purpose of this agreement is to describe the nature and scope of the Sponsor activities and the level of participation provided by the Sponsor for the KSAND Conference and Exhibits scheduled on April 11-12, 2019 in Manhattan, KS. Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. The parties further agreed that the judicial court of Kansas in Reno County, Kansas, where the KSAND office is located shall be the venue for any disputes between the parties.

* The Sponsor grants permission to KSAND to use trademarks and logos of the Sponsor on printed material and/or the KSAND website for Event.
* Sponsorship activities do not include use of the name, logo, endorsement or signature of the KSAND and/or KSAND members in any form of publicity or advertising beyond the scope of the Agreement.
* KSAND agrees to associate the Sponsor at the level and under the terms described below.
* Sponsor agrees to pay KSAND the agreed upon amount for sponsorship as summarized at the end of this Agreement.
* Payment to KSAND is due thirty (30) days upon completion and signing of this Agreement or no later than March 1, 2019.
* This Agreement shall extend until the end of the conference event and upon receipt by KSAND of the promised funds.
* Check-in is required at the Registration Desk for exhibit booth assignment, instructions and the required name badge(s).
* Agreement of Exhibitor hours of service; Set-up time: \_\_\_\_\_\_ AM, Friday, April 12, 2019. Exhibit Hall hours for all exhibitors are \_\_\_\_\_\_\_.
* Program session time not less than 60 mins is scheduled exclusively for exhibit hall, posters and event breaks. Exclusive exhibit hall hour from \_\_\_\_\_\_\_\_\_\_\_\_\_.
* A vendor signature card will be used by attendees to promote visitation to Exhibit Hall. Please log your initials. Completed entries are entered in raffle drawings for registered attendees at conference closure.

Hotel Lodging:

Lodging reservations can be made with the Holiday Inn @ The Campus, 1641 Anderson Avenue, Manhattan, KS 66502. Call (785) 539-7531 or go online to www.hlidayinn.com/universityks. To obtain the group discount, use the code KAN. The cut-off date for the discount is March 12, 2018, at 6:00 p.m.

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| **KSAND Sponsorship/Advertising Opportunities** |
| These benefits are available to all sponsors with a MONETARY sponsorship valued at each level listed below. All sponsors will be listed in the conference program & on [www.eatrightks.org](http://www.eatrightks.org) conference page (size of advertising determined by level of sponsorship) |
| **Platinum Sponsor: $1500** | **Gold Sponsor: $1000** | **Silver Sponsor: $750** |
| 1. Exhibitor booth in the Exhibit Hall (one 6-ft draped table & 1 chair). 2 booth attendees maximum.
2. Full page advertisement in online conference program
3. Website Link from [www.eatrightks.org](http://www.eatrightks.org) with company logo through June 30, 2019 **when paid in full**
4. Two Free Conference Registrations
5. Submission of full page ad in the 2019 Summer *KSAND Communicator* (Due by April 30, 2019).
 | 1. Exhibitor booth in the Exhibit Hall (one 6-ft draped table & 1 chair). 2 booth attendees maximum.
2. Half page advertisement in online conference program
3. Website Link from [www.eatrightks.org](http://www.eatrightks.org) with company logo through June 30, 2019 **when paid in full**
4. One Free Conference Registration
5. Submission of half page ad in the 2019 Summer *KSAND Communicator* (Due by April 30, 2019).
 | 1. Exhibitor booth in the Exhibit Hall (one 6-ft draped table & 1 chair). 2 booth attendees maximum.
2. Quarter page advertisement in online conference program
3. One Free Conference Registration
4. Submission of article in the 2019 Summer *KSAND Communicator* (Due by April 30, 2019).
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| **Bronze Sponsor: $500** | **For Profit Exhibitor: $300** | **Non-Profit Exhibitor: $150** |
| 1. Exhibitor booth in the Exhibit Hall (one 6-ft draped table & 1 chair). 2 booth attendees maximum.
2. One Free Conference Registration
3. Submission of article in the 2019 Summer *KSAND Communicator* (Due by April 30, 2019).
 | 1. Exhibitor booth in the Exhibit Hall (one 6-ft draped table, 1 chair & 1 complimentary lunch). 2 booth attendees maximum.
2. Exhibitors selling products or services are responsible for collection and payment of applicable sales tax.
 | 1. Exhibitor booth in the Exhibit Hall (one 6-ft draped table, 1 chair & 1 complimentary lunch). 2 booth attendees maximum.
2. Non-Profit tax ID required
3. Exhibitors selling products or services are responsible for collection and payment of applicable sales tax.
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| **EVENT SPONSOR OPPORTUNITIES: Event sponsors will receive PLATINUM level sponsorship benefits. Approval Required.** |
| **Thursday Networking Event: $4,000** | **Friday Breakfast: $3,000** | **Friday Lunch: $4,000** |
| 1. Company name & logo displayed at event
2. Menu selection with approval
3. Verbal acknowledgement at the event
4. Ability to provide 1 educational webinar, with approval, publicized to full KSAND membership. Link to recorded webinar may be posted to the KSAND website for 1 year (March ’19 – Feb. ’20)
5. 6 educational social media posts on KSAND platform. Sponsor provides content and designates which platform
6. 1 ad in monthly E-Blast for 4 months
 | 1. Table-top promotion with approval, sponsor to provide by April 1, 2019
2. Menu selection with approval
3. Verbal acknowledgement at Opening Ceremonies
4. Ability to provide 1 educational webinar, with approval, publicized to full KSAND membership. Link to recorded webinar may be posted to the KSAND website for 1 year (March ’19 – Feb. ’20)
5. 4 educational social media posts on KSAND platform. Sponsor provides content and designates which platform
6. 1 ad in monthly E-Blast for 2 months
 | 1. Table-top promotion with approval, sponsor to provide by April 1, 2019
2. Menu selection with approval
3. Verbal acknowledgement at Luncheon
4. Ability to provide 1 educational webinar, with approval, publicized to full KSAND membership. Link to recorded webinar may be posted to the KSAND website for 1 year (March ’19 – Feb. ’20)
5. 6 educational social media posts on KSAND platform. Sponsor provides content and designates which platform
6. 1 ad in monthly E-Blast for 4 months
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| **SPEAKER SPONSORSHIP OPPORTUNITIES** |
| Your organization will receive verbal acknowledgement before the presentation and will be listed in the conference program |
| **ADDITIONAL ADVERTISING OPPORTUNITY: $99** |
| All Annual Conference sponsors and exhibitors have the opportunity to take advantage of an Additional Advertising Opportunity: have your marketing piece included in the conference tote bags given to all attendees.* Reach all attendees with your information
* One single piece – up to twelve pages
* Up to 8.5”x11” (You supply the copies. 200 will be required by April 1, 2019)
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| **DONATION OPPORTUNITIES** |
| **Swag Bag Donations: FREE!** We accept non-perishable food items or free product coupons (no flyers with coupons). 200 count. | **Silent Auction Donations** Donate a gift basket or item for our annual Silent Auction. All proceeds benefit the KSAND Foundation. |

**Financial Sponsorship (Please Choose One)**

Benefits are available to all sponsors with a monetary sponsorship valued at each level listed below. All sponsors will be listed in the conference program and on www.eatrightks.org conference page (size of advertising is determined by level of sponsorship). Advertising copy/artwork and payment to be received by March 1st, 2019.

[ ]  Platinum: $1500

[ ]  Gold: $1000

[ ]  Silver: $750

[ ]  Bronze: $500

[ ]  For Profit Exhibitor: $300 [ ]  Non-Profit Exhibitor: $150 Tax ID #: Click here to enter text.

[ ]  Additional Advertising Opportunity: $99

[ ]  Meal Sponsor List which meal: Click here to enter text.

[ ]  Silent Auction Donation Value of Donation: Click here to enter text.

Description of Silent Auction Donation:

Click here to enter text.

**In-Kind Donation**

[ ]  KSANDF Silent Auction – Donate a gift basket or item. All proceeds go to the KSAND Foundation. Please mail donated items to: KSAND Office, 1508 W. 18th Ave., Hutchinson, KS 67502 by April 1, 2019.

Please list real or approximate value of contribution; How value was determined? (actual, appraisal, fair market value); Who made this value determination; Was contribution obtained with or supported by federal funds? (If so, indicate source)

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| Click here to enter text. |

**Speaker Sponsorship**

**Speaker’s Name and Credentials**

Click here to enter text.

**Speaker’s Phone Number**

Click here to enter text.

**Speaker’s Email Address**

Click here to enter text.

**Please check the box below for expenses that will be provided by you to the speaker(s) listed.**

[ ]  ALL EXPENSES WILL BE COVERED

Please list total value of speaker expenses (expenses may include honorarium, travel, lodging and/or per diem amounts): Click here to enter text.

KSAND will provide all speakers free conference registration for Friday, April 12, 2019, which includes breakfast and lunch on Friday. This does NOT include registration to any pre-conference workshops or Foundation events on Thursday, April 11, 2019.

**Exhibitor Information**

**I plan to host an exhibit:** [ ]  Yes [ ]  No

**List items or products to be exhibited:**

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| Click here to enter text. |

**Will you offer food samples?**

[ ]  NO, we will not offer food samples

[ ]  YES, we will offer food samples in pre-packaged, single-serve portions

[ ]  YES, we will offer food samples un-packaged, ready to serve

**Exhibit Needs**

[ ]  Electricity

[ ]  Wifi

[ ]  Additional table(s) available for $40 each. Number of additional table(s): Click here to enter text.

[ ]  Other: Click here to enter text.

***Exhibitors are responsible for supplying your own extension cords and power strips if needed.***

**Sponsor Contact Information, Meals, Payment, Signature**

**Business Name:**

Click here to enter text.

**Business Address (street, city, state, zip):** Click here to enter text.

**Contact Person:**

**Name:** Click here to enter text. **E-mail:** Click here to enter text. **Phone #:** Click here to enter text.

**Name of representatives in attendance at the conference:**

Representative 1: Click here to enter text.

Representative 2: Click here to enter text.

[ ]  None

**Additional Meal Reservations (please list quantity):**

Two Complimentary Lunches are included with all levels of sponsorship and one complimentary lunch is included with exhibitor (Additional meals can be purchased for $30 each)?

[ ]  No additional meals will be needed

[ ]  1 additional meal

[ ]  2 additional meals

**Do you have any dietary restrictions?** *Please check all that apply.*

[ ]  Vegetarian

[ ]  Gluten Free

[ ]  Other: Click here to enter text.

***Please note, the lunch will be gluten-free and nut-free. Due to the size of the conference, we are not able to accommodate additional restrictions.***

**Total Amount is due 30 days from the completion of this form, no later than 3/1/2019.**

**Mail all checks payable to:**

Kansas Academy of Nutrition and Dietetics
1508 W. 18th Avenue
Hutchinson, KS 67502

Financial Sponsorship Level: $ Click here to enter text.

Additional Exhibitor Table(s): $ Click here to enter text.

Additional Meal Purchase: $ Click here to enter text.

TOTAL AMOUNT DUE: $ Click here to enter text.

**ELECTRONIC SIGNATURE signifies complete approval of this Agreement and the use of this electronic document.**

**Signature of Authorized Sponsor Representative:** Click here to enter text.

**Date:** Click here to enter text.

**Signature of KSAND President:** Click here to enter text.

**Date:** Click here to enter text.

**Signature of KSAND Treasurer:** Click here to enter text.

**Date:** Click here to enter text.

***Please save a copy for your records and return a copy via e-mail to Gretchen Stroberg, KSAND Executive Director, at*** ***director@eatrightks.org*** ***by January 30, 2019.***

**Due Date Reminders**

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| --- | --- |
| **Make all checks payable to:**(Due by March 1, 2019)**Return agreement form to:** (Due by January 30, 2019)**Donations:** (Must be **received** by April 1, 2019)**Advertisements:**(Due by March 1, 2019)**Questions/Concerns:** | Kansas Academy of Nutrition and Dietetics(Tax ID 74-2845978)1508 W. 18th AvenueHutchinson, KS 67502KSAND address listed above or electronically to director@eatrightks.orgShip to: Kansas Academy of Nutrition and DieteticsAttn: Gretchen Stroberg, RD, LD, CDE1508 W. 18th AvenueHutchinson, KS 67502Send artwork in jpg (300dpi) or high resolution pdf format to director@eatrightks.orgGretchen Stroberg, RD, LD, CDE, Executive Directordirector@eatrightks.org(P) 913-777-4532 |