|  |  |
| --- | --- |
|  **Primary Contact Information May we publish your contact information in Symposium materials?** [ ] Yes [ ] No  |  |
| Company/Organization: | E-mail address:  |  |
| Title / Contact:  |  Phone Contact: |
| Complete Street Address or PO Box  | Website URL: |
| Please provide a brief description of your business/organization?  |  |
| **Social Media**  |
| Please provide your social media handles below: Facebook Twitter LinkedIn Other  |
| **Sponsorship Level** (Select One) Visit [..\Documents\STXHRS\2020 STXHR Symposium Sponsorship Levels.pdf](file:///C%3A%5CUsers%5CSAHRMA%5CDocuments%5CSTXHRS%5C2020%20STXHR%20Symposium%20Sponsorship%20Levels.pdf)  |
| [ ]  **Platinum Level**/Indicate a total of two events from Gold and/or Silver |
|  [ ]  **Gold Level**/ Indicate your choice of one Gold event: |
| [ ]  **Silver Level**/ Indicate your choice of one Silver event: |
| [ ]  **Bronze Level** / Booth Option Only (Ad can be purchased separately): |
|  Total Cost - Sponsorship | $  |
|  |

**Company / Organization Logo Requirements:** Providing a color logo helps us market your organization to our members via our printed materials and social media platforms.

* + - * For Logos – **A minimum of 2”x 2” 300 DPI** (dots per inch) resolution in EPS, AI or JPG format is required.
			* For Social Media – Please submit a PNG format of your logo.
			* For Ads – Must be print ready and submitted by the deadline in a JPG or PDF format.

Please submit your logo or ad using the following naming Convention: Organization Name\_Logo.format. Example: John Doe\_Logo.EPS John Doe\_Logo.AI John Doe\_Logo.PNG John Doe\_Ad.PDF. Submit Ads and Logos to **symposium@sahrma.org**

**Silent Auction and Door Prize Donations**

Companies and organizations can market themselves to conference attendees by submitting items for our Silent Auction benefiting the SHRM Foundation or by donating Door Prizes for our Closing Session. All donated items will include donor information unless a donor wishes to remain anonymous. If you wish to donate to our auction, please contact: **symposium@sahrma.org** Arrangements can be made to pick up donations.

**Booth Assignments**

Booth assignments are based on sponsorship level and payment date. Booth assignments will be made at the discretion of the Symposium Chair. **We encourage all Exhibitors to have an engaging activity to attract attendees to your booth.** Please describe the type of activity you plan to provide.

***Please check if electricity is needed.*** [ ]

|  |  |  |  |
| --- | --- | --- | --- |
| **Company Representatives**Print name as you wish it to appear on the event name badge. Please contact Registration Chair ifsubstitutions are required | **All sponsor levels include two Reps.** | Additional Company Representatives for Gold, Silver and Bronze level is $50.Print name as you wish it to appear on the event name badge.  | Additional Rep at $50 Each |
| 1. |  | 3. |  |
| 2. |  | 4. |  |
| For Gold, Silver and Bronze level there is a $50 fee for each additional representative over two. Each representative receives two drink tickets, network social and two meal tickets. It does not include access to educational sessions. | Total cost for additional reps(Enter Amount) |  $ |
|  Ad and Booth Upgrade Options |
| Ads for Conference Program (Ad sizes are estimates) |
| Select Type | Size (approximate) | **Color** | **B & W** |
| Full page (Incl. w/Platinum) | 7” x 10” | * **$300.00**
 | * **$200.00**
 |
| ½ Page (Incl. w/Gold) | 7" x 4.75" | * **$150.00 $75**
 | * **$100.00**
 |
| ¼ Page (Incl. w/Silver) | 3.25" 4.75" | * **$75.00**
 | * **$50.00**
 |
|  **Corner Prime Booth Location** (incl. w/platinum) Available to ALL Exhibitors on 1st Come, 1st Serve Basis  | * **$250.00**
 |
|  Total for Upgraded Options  |  $ |
| Payment Calculation & Information – Please enter amounts as applicable |
|  Total for Sponsorship | $ .00 |
|  Additional Representatives | $ .00 |
|  Marketing Options | $ .00 |
|  Total Due: |  $ .00 |

|  |
| --- |
| Payment Method - $500 payment due at the time of application. Remaining balance due 30 days after. NOTE: Other payment arrangements require the authorization of the Sponsorship or Symposium Chair and must be paid in full no later than January 10th. All payments must be submitted in U.S. funds. A company check must be submitted for all amounts over $5,000. No refunds will be made for cancellations.  |
| AMEX MC Visa Check (Payable to SAHRMA) Company PO #  |
| Cardholder Name: | Card Expiration: | Amount: .00 |
| Card Number: | 3-digit security code (on back of card): |
| **Notes:** |

|  |
| --- |
| Acknowledgements |
|  By checking this box and signing this application I acknowledge that* I have read and agree to abide by the Sponsor Rules and Regulations as well as the Operational Policies of Norris Center.
* I agree to adhere to the deadline schedule(s) furnished by event organizers.
* I understand that I will be notified via email of my booth(s) location no later than 1 week prior to event.

I agree that SAHRMA may use information submitted in this application in promotional and informational materials for the event. |
| Printed Name:  | Signature: |
| Title:  | Date: |
| If applicable, Please return this application with payment to:SAHRMA – South Texas HR Symposium PO Box 690248San Antonio, TX 78269-0248 Fax: (210) 263-9867 | SAHRMA Contact Information: Office: 210-797-5850 Treasurer@sahrma.org or Symposium@sahrma.org  |