



The San Francisco Bay Area Chapter
of the National Association of Professional Organizers

Invites you to sponsor our

19th Annual Regional Conference
Saturday, October 27, 2007



**Balance
Realized**

at the Marriott Hotel, San Ramon, California

This popular one-day event features: TWO dynamic keynote speakers; 18 information-filled workshops covering a wide range of issues and topics geared to professional organizers; networking with 200 professionals; and vendors featuring their newest organizing products and services. To learn more about NAPO-SFBA, a non-profit organization, or our Regional Conference, visit www.napo-sfba.org.

Why Become a Sponsor?

- Demonstrate how you can enhance the business of organizing professionals seeking solutions available to their clients.
- Have quality time to develop key relationships with local, successful professional organizers.
- Field test new services and products with a group of gracious and innovative professionals.
- NAPO's San Francisco Bay Area Chapter is the largest and most progressive chapter of Professional Organizers!
- Each year the anticipation of our conference grows, as it has become a sold-out event!
- We have produced this not-to-miss conference each and every year of our Chapter's existence!

Space and Sponsorship Opportunities Sell Out Quickly!
Registration Deadline is 9/16/07

Complete the attached application to be a part of this much-anticipated event. Contact Tamah Vega, NAPO-SFBA Associate Member Chair, at 510-770-1718 or partners@napo-sfba.org with any questions.

NAPO-SFBA 19th Annual Regional Conference
Saturday, October 27, 2007 at the Marriott Hotel, San Ramon, CA

Sponsorship Opportunities – Vendor Table

Opportunity	Benefit Description	Cost	20% NAPO Member Discounted Rate
Platinum Package Sponsor	See package sponsorship chart below <i>(limited space)</i>	\$1500	\$1200
Gold Package Sponsor	See package sponsorship chart below <i>(limited space)</i>	\$1000	\$800
Vendor Table Only	See package sponsorship chart below <i>(limited space)</i>	\$700	\$560

Package Benefits	Platinum	Gold	Table
6-foot skirted showcase table for display and sales, in high traffic area, 7am-6pm, staffed by 1-2 company reps.	✓	✓	✓
One individual registration to attend the full conference program	✓	✓	✓
Prominent printed program acknowledgment including logo and website	✓	✓	✓
Promotional materials included in each participant's registration packet	✓	✓	✓
Three ads in the NAPO-SFBA newsletter, available to use within one year	1/2 page	1/4 page	
Logo and website link on Regional Conference page of the NAPO-SFBA website	✓	✓	
Custom email from your company sent to all chapter members prior to conference	✓	✓	
Company name & logo on all pre-conference marketing materials including the on-line registration form	✓	✓	
60-second introduction and brief description of business during raffle prize giveaway	✓	✓	
Conduct an educational 45-minute "How-To" workshop pre-conference session <i>(limited spaces available)</i>	✓	✓	
One set of NAPO-SFBA Chapter member mailing labels	✓		
Company promotional product/material on each chair in general meeting room during morning keynote	✓		
Full page ad in the program book	✓		
Company-provided banner displayed on wall during all general sessions	✓		

Sponsorship Opportunities – Prominent Signage

Opportunity	Benefit Description	Cost	20% NAPO Member Discounted Rate
Meal Sponsorship	Company name/ logo on buffet tables during breakfast, lunch, and afternoon refreshments. Company name/logo on each dining table and <i>promotional product/material on each chair</i> in the general meeting room during lunch. Announcement of sponsorship.	\$800	\$640
Workshop Sponsorship	Company name and logo on all 18 workshop signs and announcement of sponsorship during each recorded workshop.	\$500	\$400
Reception Sponsorship	Company name and logo on reception signs and announcement of sponsorship during reception.	\$250	\$200

Program Book Opportunities

Program book will be sold to the public Nationally after October

Opportunity	Benefit Description	Cost	20% NAPO Member Discounted Rate
Print Ad	Back cover <i>(glossy color printing)</i>	\$350	\$280
Print Ad	Inside front cover/inside back cover <i>(glossy color printing)</i>	\$300	\$240
Print Ad	Full page <i>(black & white printing)</i>	\$250	\$200
Print Ad	Half page <i>(black & white printing)</i>	\$125	\$100

Donation Opportunities

Opportunity	Benefit Description	Donation
Participant Bags	Bags distributed to all participants along with registration materials; sponsors may print company name/logo on bags.	200 bags + logo/name printing
Raffle	Raffle prizes are advertised and announced throughout the day. <i>(All proceeds from the raffle go to our scholarship fund)</i>	Product/Service valued at \$100+ <i>(gift certificates encouraged)</i>

All sponsorship and donation opportunities include website and conference program acknowledgment.

09/07/07



The Organizing AuthoritySM

NAPO-SFBA Regional Conference Application and Agreement for Sponsors and Advertisers

19th Annual NAPO-SFBA Regional Conference - October 27, 2007
San Ramon Marriott, 2600 Bishop Drive, San Ramon, CA 94583

COMPANY INFORMATION

Business Name _____
 Contact _____
 Address _____
 City/State/Zip _____
 Phone _____
 Email _____
 Website _____
 Product/Service Description _____

 Signature: _____

PAYMENT INFORMATION

Sponsorship or Ad Fee \$ _____
 Vendor Table Service Fees \$ _____
 10% Late Fee (if after 9/16) \$ _____
Total Enclosed \$ _____
Type: VISA MC AMEX CHECK Payable to NAPO-SFBA
 Card# _____ Exp. _____
 Billing Address _____
 Cardholder _____
 Cardholder Signature _____
Mail agreement and check to: NAPO-SFBA Associate Member Chair, Tamah Vega, 3984 Washington Blvd. #235, Fremont, CA 94538
Fax agreement with credit card payment to: 484-770-1713
Date: _____

Acceptance of all sponsors and advertisers is subject to final approval by NAPO-SFBA. Sponsorship and advertisements are determined on a "first come, first served" basis. Limited opportunities are available. No refunds are given to approved sponsors and advertisers. This registration form serves as your agreement with NAPO-SFBA. Please keep a copy for your files. All sponsors and advertisers will be mailed an information packet upon approval with details and instructions.

Vendor Tables: Vendor table space will be available for set-up at 5:30am Saturday, October 27. Vendors will staff their table from 7am to 6pm. Tables may be cleared out between 6pm and 6:30pm. Vendor tables include a 6' skirted table, two chairs, and a trashcan. Vendors may have up to two representatives on site. No signage may be attached to walls; only table and floor signs are permitted. No music, amplification of sound or voice is allowed. NAPO-SFBA will assign the table spaces in the best interest of all those exhibiting and attending. Vendor may not assign or sublet vendor table or any portion thereof. Vendors assume full responsibility and liability for losses, damages, and claims arising out of vendor's activities on the hotel premises and hold harmless the hotel, its agents, servants and employees from any and all such losses, damages, and claims. NAPO-SFBA will not be responsible for any injury, loss or damage that may occur to vendor.

SPONSORSHIP OPPORTUNITIES- Deadline 9/16/07 Please check below how you will participate:

VENDOR TABLES	Cost	NAPO Member
Platinum Package	<input type="checkbox"/> \$1500	<input type="checkbox"/> \$1200
Gold Package	<input type="checkbox"/> \$1000	<input type="checkbox"/> \$800
<input type="checkbox"/> We would like to conduct a 45-minute "How-to" workshop		
Vendor Table Only	<input type="checkbox"/> \$700	<input type="checkbox"/> \$560
PROMINENT SIGNAGE	Cost	NAPO Member
Meal Sponsorship	<input type="checkbox"/> \$800	<input type="checkbox"/> \$640
Workshop Sponsorship	<input type="checkbox"/> \$500	<input type="checkbox"/> \$400
Reception Sponsorship	<input type="checkbox"/> \$250	<input type="checkbox"/> \$200
PROGRAM ADS	Cost	NAPO Member
Back Cover	<input type="checkbox"/> \$350	<input type="checkbox"/> \$280
Inside Front Cover	<input type="checkbox"/> \$300	<input type="checkbox"/> \$240
Inside Back Cover	<input type="checkbox"/> \$300	<input type="checkbox"/> \$240
Full Page	<input type="checkbox"/> \$250	<input type="checkbox"/> \$200
Half Page	<input type="checkbox"/> \$125	<input type="checkbox"/> \$100

DONATIONS

200 Participant Bags
 Raffle Prize *Description* _____

Vendor Table Service Fees- Check the services needed at your vendor table and reflect the amount in payment information section above:

Analog Phone/Modem Line \$66
 High Speed Internet Access \$390
 Power \$20

List company representatives assigned to attend your table:

Rep. 1 _____ Cell _____

Rep. 2 _____ Cell _____

Prominent Signage: Signage is provided by NAPO-SFBA.

Program Ads: Must be submitted in electronic format in a PDF file to partners@napo-sfba.org no later than September 16. Cover ads must be submitted in color. Inside ads must be submitted in black and white and include a 1/2 inch margin and 2 pt black border.

Donations: Must be delivered to Associate Member Chair, Tamah Vega by October 1, 2007. Please contact Tamah for details.