



**2023 A SEAT AT THE TABLE
CONFERENCE SPONSORSHIP CONTRACT**

TERMS AND CONDITIONS

This Sponsorship Contract will serve as a binding agreement between ASATTNJ, LLC, herein known as “ASATT”, and _____, herein known as “Sponsor”, with respect to agreed-upon sponsorship opportunities at the Annual Conference of A Seat At The Table (ASATT) in Somerset, NJ, to be held April 27, 2023, at The Palace in Somerset, NJ. The Contractor and Sponsor acknowledge and accept the following terms and conditions of this contract by signing below.

Tentative Conference Schedule:

- 7:30 am Vendors may set up
- 8:30 am Registration Check-In Opens
- 8:30 am – 9:30 am Check-in; Networking; Continental Breakfast
- 9:30 am – 12:00 pm General Session #1 (3 separate panels)
- 12:30 am – 12:30 pm Networking and Vendor Room
- 12:30 pm – 1:30 pm Lunch and Speakers
- 1:30 pm – 2:15 pm Networking and vendor room
- 2:15 pm – 5:00 pm General Session #2 (3 separate panels)
- 5:00 pm – 6:00 pm Networking and vendor rooms
- 6:00 pm – 8:00 pm VIP Cocktail Reception

*This is a tentative schedule and subject to change.

Set-Up Time:

If you are setting up a vendor table, you may arrive on Thursday, April 27, 2023 as early as 7:30 am. but no later than 8:30 am. Please check in at the conference registration table.

Note: Vendor tables must be dismantled no later than 9 pm

Conference location:

The Palace at Somerset Park, 333 Davidson Avenue, Somerset, NJ

Terms and Conditions:

- Conference Program Advertising: The Sponsor acknowledges that the company's name, logo, and other information is printed in our conference program must be received by April 1, 2023 to be included.
- All sponsorships must be paid in full upon commitment

- All sponsorships are sold on first-come, first-served basis. ASATT reserves the right to assign sponsorships.
- By submitting the Sponsorship Agreement form to the ASATT, the sponsor understands and agrees to the provisions and terms and conditions as listed on this agreement and is authorized to execute this Sponsorship Agreement on behalf of their company.
- Cancellation Policy: Vendors/Sponsors must cancel before March 15, 2023 for full refund, minus the \$100.00 processing fee. No refunds will be given after March 15, 2023.
- Point of Contact: Sherry Nardolillo will be your point of contact. Please contact her if you have any questions. Telephone: 201-978-6034 (cell); Email: sherrynard@gmail.com

A SEAT AT THE TABLE 2022 CONFERENCE SPONSORSHIP OPPORTUNITIES

Sponsorship level options are listed below. If you have discussed another option with a ASATT Director, please indicate that under "Other Sponsorship."

□ PRESENTING SPONSOR

Cost: \$10,000

Vocal shout out to the Presenting sponsors from the stage

1 vendor table in the welcome area/priority placement

Logo on stage and welcome banners

1/2 page advertising in the program

Logo on website

Logo on day session table tent

Social Media/Email Exposure:

2 ASATT Facebook shares, 2 Instagram shares, and 2 emails will be sent out to attendees to publicize the sponsorship

3 passes to the VIP green room

3 day session tickets included

3 VIP Cocktail tickets included

□ PLATINUM SPONSOR

Cost: \$5,000

1 vendor table in the welcome area/priority placement

Logo on stage and welcome banners

1/2 page advertising in the program

Logo on website

Social Media/Email Exposure:

1 ASATT Facebook share, 1 Instagram share, and 1 email will be sent out to attendees to publicize the sponsorship

2 passes to the VIP green room

2 day session tickets included

2 VIP Cocktail tickets included

FRIENDS OF ASATT

\$2500 each

1 table in the vendor area

1/4 page advertising on the program

2 passes to the VIP green room

2 day session tickets included

2 VIP Cocktail tickets included

PATRIOT SPONSOR

\$1000 each

1 table in the vendor area

Listing in the program

1 day session ticket included

1 VIP Cocktail ticket included

VENDOR TABLES

\$500 each

One table in the vendor area

Listing in the program

CONFERENCE PROGRAM ADS:

1/8 color advertisement - \$150

1/4 page color advertisement - \$200

1/2 page color advertisement - \$300

Full page color advertisement - \$400

Declared candidates eligible for a 50% discount on any program ad

VENDOR/ EXHIBITOR TABLES:

Vendor tables not included in a sponsorship package are \$500.

- A 6' foot skirted table with a white tablecloth are provided, along with 2 chairs.

GIFTS-IN-KIND SPONSOR:

Any contribution from your company or institution will be welcome- from participant bags and items for those bags, we can discuss whatever contribution suits your needs.

- Social Media acknowledgement during conference
- Acknowledgement on website

OTHER: _____

TOTAL SPONSORSHIP AMOUNT: \$ _____

PAYMENT

Sponsors must pay with a check, written to ASATTNJ LLC.

Please mail payment and completed contract to:

Sherry Nardolillo
8 Tree Top Terrace
Morristown NJ 07960

CANCELLATIONS

Cancellation Policy: Vendors/Sponsors must cancel before March 15, 2023 for refund minus the \$100.00 processing fee. No refunds will be given after March 15, 2023.

In the event of a state-mandated shut down of inside gatherings, ASATT will reschedule this event within 6 months or based on our best effort.

AGREEMENT

I have read the above contract and agree to abide by the Terms and Conditions governing participation in the A Seat At The Table Conference.

Sponsor (company/institution name): _____

By (signature): _____

Date: _____

Print name and title: _____

Address:

Email: _____

Cell Phone: _____

Name & contact for exhibit representative(s) that will be present during conference, if applicable:

ASATTNJ, LLC Signature:

Date: _____

ASATTNJ, LLC is a 501(c)4.