

Promote your company and help offset conference costs by becoming a 2023 CASFM Annual Conference sponsor! This year, the conference will be in-person, located at the Keystone Conference Center. Sponsorships are offered at three levels, with commensurate benefits in each category, as seen in Table 1 below. This year, a few a la carte add-on options will also be available, as shown in Table 2. The a la carte options can be added to any sponsorship level but are not sold separately. All sponsorships will include a banner ad within the conference application. Questions should be directed to Michelle Danaher at [mdanaher@olsson.com](mailto:mdanaher@olsson.com) or 303-214-3446.

**Table 1 - Sponsorship Levels**

	<b>Platinum 3 Available</b>	<b>Gold 8 Available</b>	<b>Silver No Limit</b>
Cost	\$4,000	\$1,250	\$600
2024 Advanced Sponsorship Opportunity Notice	✓		
Company name on homepage and program	✓	✓	✓
App Banner/Ad	✓	✓	✓
Program advertisement – full page Platinum level, ½ page Gold level	✓	✓	
Sponsor 1 day of the conference – Company name in all 3 breakout rooms for 1 day or the on the ted talks breakout rooms	✓		
Sponsor either the Banquet, the Tuesday Happy Hour, or the Keynote Speaker & Special Session	✓		
Sponsor 1 breakout room for 1/2 day of the conference – Company name in breakout room for the day (Keynote, Special Sessions, and Awards Ceremony excluded)		✓	

**Table 2 - A La Carte Add-On Sponsorship Opportunities**

<b>Sponsorship Opportunity</b>	<b>Cost</b>	<b>Date</b>	<b>Number Available<sup>1</sup></b>
Round Table (30" Diameter)	\$150.00	9/17/23-9/20/23	10
In-person exhibit space (6' rectangular table)	\$300.00	9/17/23-9/20/23	30
Welcome / Ice Breaker	\$2,200.00	9/17/2023	2
Casino Night ( per 5 tables)	\$1,400.00	9/19/2023	8
Monday Breakfast	\$1,000.00	9/18/2023	2
Monday Lunch	\$1,000.00	9/18/2023	2
Mon Happy Hour	\$2,200.00	9/18/2023	2
Tuesday Breakfast	\$1,000.00	9/19/2023	2
Tuesday Lunch	\$1,000.00	9/19/2023	2
Banquet Raffle	\$1,000.00	9/19/2023	1
Golf Tournament	\$1,200.00	9/17/2023	1
Golf Raffle	\$1,000.00	9/17/2023	1
Golf Sack Lunch	\$1,200.00	9/17/2023	1
Yoga (per day)	\$600.00	9/17/23-9/20/23	3
Field Trip 1 - Brewery Tour	\$800.00	9/17/2023	1
Field Trip 2 - Hiking Tour	\$800.00	9/17/2023	1

Sponsorship Opportunity	Cost	Date	Number Available <sup>1</sup>
Field Trip 3 - Bike Tour	\$800.00	9/20/2023	1
Field Trip 4 - Dam Tour	\$800.00	9/20/2023	1
Field Trip 5- History Tour	\$800.00	9/20/2023	1

<sup>1</sup>Multiple sponsorship opportunities are being offered for some of the highly attended events. You can purchase multiple spots if you want to be the sole sponsor of the event.

### Sponsor Benefit General Information

- You can register to become a conference sponsor **online!** You will be able to select your sponsorship opportunities on the website. You can navigate to the Annual Conference page on the website <https://www.casfm.org/annual-conference/> for more information on the conference.
- A link to the sponsorship registration will be sent on **June 20, 2023**. Sponsorship registration will be open until **July 18, 2023** and logos, banner ads, and program (if applicable) are due **July 31, 2023**.
- Payment can be made online by credit card. Please note that sponsorship registration will be credit card only this year. A 2.9% credit card fee + \$0.30 per transaction will be applied to all transactions.
- All sponsorship levels – Your company name and website link displayed on our conference homepage and your logo in the conference program. Please note the following logo preferences:
  - Please send your logo in a high-resolution format
  - Native files are best (InDesign, Photoshop, Illustrator, etc.)
  - Transparent background is preferable
  - TIF, PNG, or JPG images. PDFs will also work
  - Vector images are best
- Please note that conference registration is not included in the sponsorships.
- App Banner/Ad – Custom Graphic Banner/Ad/logo that is featured on the virtual platform main page. The banner/ads are set on a rotating schedule for the life of the virtual portal. The required size for Banner Ads is 950px wide by 380px tall. Accepted file types are png and jpeg. Sponsors can also provide a URL to an external link users will be taken to when they click the ad.

### Platinum and Gold Sponsorship Levels

- **Advertisement Information**

Advertisement size will be based on sponsorship level as follows:

- Full-page advertisements (Platinum Sponsorship Level) are 8.5" wide by 11" tall and should be oriented as a vertical page.
- Half-page advertisements (Gold Sponsorship Level) are 8.5" wide by 5.5" tall and should be oriented horizontally. The advertisement will be either the top half or bottom half of a page.

- **Conference Day Selection (Platinum Level Only)**

Your logo will appear in all three breakout rooms for the entire day on either Monday or Tuesday or on the technical session and events on Sunday/Wednesday. You will be given the chance to select your desired conference day based on the order of sponsorships received.

- **In-Person Event (Platinum Level Only)**

The Platinum level sponsorships include sponsorship of either the Tuesday banquet, Tuesday happy hour, or the Keynote and Special Session presentations. For these events, your logo will be prominently displayed at the event. You are also encouraged to bring your own branding to the event!

- **Conference Breakout Room Day Selection (Gold Level Only)**

Your logo will appear in one breakout room for the sessions on either Monday or Tuesday or on the breakout rooms for the Ted Talks session on Tuesday. You will be given the chance to select your desired conference day based on the order of sponsorships received.

### A La Carte Sponsorship Opportunities

- **In-person Exhibit Space:**

The in-person exhibit space thirty (30) 6-foot by 2.5-foot rectangular tables or 30-inch round tables. Each rectangular table will have two (2) chairs. Platinum sponsors will be given their choice of booth location first, then Gold level, and then Silver level based on the order of sponsorships received. The draft booth layout will be provided at a later date.

Setup may begin on Sunday, September 17th and tear down will occur Wednesday morning, September 20<sup>th</sup>, by 9:00 am. All vendors will be required to show proof of insurance. Information on insurance, shipping, electrical, and audio-visual components are attached. An exhibitor form will be distributed to sponsors after the sponsor registration is received.

- **In-Person Sponsorship Opportunities:**

Several in-person sponsorship opportunities are available this year. For these events, your logo will be prominently displayed at the event. You are also encouraged to bring your own branding to the event! The in-person sponsorship opportunity logistics are summarized in Table 2.

## KEYSTONE CONFERENCE CENTER – REQUEST FOR ELECTRICAL SERVICE

**ELECTRICAL SERVICE:** Please select the electrical service required on the chart below. Actual rating for maximum usage is 80% of total listed amperage, i.e. 5 AMPS provides 4 AMPS rated service or maximum 500 watts. Anything above will overload the circuit.

**\*\*Special placement and hardwires will require additional time and material charges. Contact the Maintenance Department for price quotes on services provided other than to the center back of booth or most convenient location in bulk areas. CONFERENCE CENTER MAINTENANCE: (970) 496-4142**

120 VOLT SERVICE (Normal Use)	IN ADVANCE RATE	ON SITE RATE	QTY.	DAYS	**TOTAL
5 AMPS or 500 WATTS (1 PLUG)	\$65.00	\$75.00			
10 AMPS or 1000 WATTS (2 PLUGS)	\$80.00	\$95.00			
20 AMPS or 2000 WATTS (1 PLUG)	\$90.00	\$105.00			
20 AMPS or 2000 WATTS (2 PLUGS)	\$90.00	\$105.00			
20 AMPS or 2000 WATTS (4 PLUGS)	\$100.00	\$115.00			
30 AMPS or 3000 WATTS	\$115.00	\$135.00			
<b>208 VOLT SINGLE PHASE</b>					
20 AMPS or 3,300 WATTS	\$95.00	\$110.00			
30 AMPS or 4,900 WATTS	\$115.00	\$135.00			
40 AMPS or 6,600 WATTS	\$240.00	\$280.00			
50 AMPS or 8,300 WATTS	\$300.00	\$345.00			
60 AMPS or 10,000 WATTS	\$350.00	\$400.00			
100 AMPS or 16,600 WATTS	\$480.00	\$550.00			
200 AMPS or 33,200 WATTS	\$720.00	\$820.00			
<b>208 SINGLE VOLT THREE PHASE (Large Equipment)</b>					
20 AMPS or 5,700 WATTS	\$210.00	\$240.00			
30 AMPS or 8,600 WATTS	\$280.00	\$320.00			
40 AMPS or 11,500 WATTS	\$355.00	\$405.00			
50 AMPS or 14,400 WATTS	\$425.00	\$485.00			
60 AMPS or 17,200 WATTS	\$510.00	\$585.00			
100 AMPS or 28,800 WATTS	\$720.00	\$820.00			
200 AMPS or 57,600 WATTS	\$1200.00	\$1380.00			
400 AMPS or 115,200 WATTS	\$1800.00	\$2000.00			
<b>EQUIPMENT-DESCRIPTION ELECTRICAL SERVICE NOT INCLUDED</b>					
120V SIX PLUG STRIP (15 AMPS RATED)	\$20.00	\$20.00		N/A	
15' EXTENSION CORD	\$20.00	\$20.00		N/A	
25' EXTENSION CORD	\$25.00	\$25.00		N/A	
LABOR RATE	\$50.00/HOUR	\$50.00/HOUR			
<b>TOTAL PAYMENT DUE:</b> *To receive discount rates, this order with payment must arrive within 15 days to the event date. If after, standard rates plus time & material will apply.					

CONF. GROUP NAME: _____	ON SITE CONTACT: _____	BOOTH NUMBER: _____
EXHIBIT ROOM: _____	SET-UP DATE/TIME: _____	TEAR-DOWN DATE/TIME: _____
EXHIBITING FIRM NAME: _____	PHONE NUMBER: _____	FAX NUMBER: _____
EXHIBITOR ADDRESS: _____		
BILLING ADDRESS: _____		
CITY: _____	STATE: _____	ZIP: _____
Email Address: _____		

<b>PAYMENT:</b>		<b>EXP. DATE</b>	<b>CCV/Security Code</b>
<b>CREDIT CARD NUMBER:</b>		<b>MONTH / YEAR</b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
** I authorize charging any unpaid balance to my credit card			

  

<b>CARD HOLDER SIGNATURE</b>	<input type="checkbox"/>	<b>PRINT NAME</b>	<input type="checkbox"/>
<input type="text"/>		<input type="text"/>	
AMERICAN EXPRESS	MASTER CARD	VISA	

**CHECKS PAYABLE TO: KEYSTONE CONFERENCE SERVICES**  
 Retain customer copy for your records  
 Keystone Resort & Conference Services  
 Box 38/K-72  
 Keystone, CO 80435-0038  
 Phone: (970) 496-4142  
 Fax: (970) 496-4309

Email Address:

**\*\*To receive a receipt please fill in the email address above**

**ORDER DEADLINE: PAYMENT AND FORM MUST BE RECEIVED FIFTEEN (15) DAYS PRIOR TO FIRST EXHIBITOR MOVE-IN DATE: AND SERVICES WILL NOT BE SUPPLIED UNTIL TOTAL DUE IS PAID IN FULL. RATE CHARGE PER CALENDAR DAY.**

Distribution: ☐ Master Accts. ☐ Electrician ☐ Pete Shattuck