



National College Journalism Convention

March 2-5, 2017 • Hyatt Regency • San Francisco • acpsanfran.org

Delegates at the Associated Collegiate Press National College Journalism Convention will represent more than 100 colleges and universities from around the nation. The number of students and advisers in attendance averages more than 700.

The exhibit area allows event sponsors prime visibility, unlike any other ACP convention. In addition to exhibit space, sponsors are able to reach delegates through vendor sessions. Sponsors are also encouraged to have table-top or self signage at the convention as well as inserting material into the attendee tote bags. Sponsors will be listed in the program and on the convention website. There is no drayage company. Exhibitors staying at the Hyatt Regency may ship boxes to themselves (the hotel will charge you a per box receiving fee).

Exhibit Hours:
10 a.m.-noon Thursday: Setup
Noon-6 p.m. Thursday: Exhibits open
8 a.m.-6 p.m. Friday: Exhibits open

Questions?
Ashley Tilley, administrative assistant
ashley@studentpress.org
612-625-9311

ORGANIZATION INFORMATION

Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

On-site Contact: _____

On-site Email: _____

On-site Cellphone: _____

Contract Authorizing Name: _____

Authorizing Email: _____

Authorizing Signature: _____

SPONSORSHIP OPTIONS

GOLD \$5,000

Program printing sponsor
General session sponsor

Benefits: Two 6' skirted exhibit tables with chairs
One attendee bag insert
One full-page program ad
One banner ad in convention app
Logo and link on convention website, mobile app
Logo in program and on convention signage

SILVER \$3,000

Thursday opening reception
Friday adviser reception
Convention tote bag

Benefits: One 6' skirted exhibit table with chairs
One attendee bag insert
One full-page program ad
One banner ad in convention app
Logo and link on convention website, mobile app
Logo in program and on convention signage

BRONZE \$1,500

Convention app sponsor
Online registration sponsor
Lanyard sponsor

Benefits: One 6' skirted exhibit table with chairs
One attendee bag insert
One half-page program ad
Logo and link on convention website, mobile app
Logo in program and on convention signage

FRIEND \$900

Friday morning hospitality
Saturday morning hospitality

Benefits: One 6' skirted exhibit table with chairs
One attendee bag insert
Logo and link on convention website, mobile app
Logo in program and on convention signage

A LA CARTE

Exhibit table only	\$600
Full-page program ad	\$600
Half-page program ad	\$400
Convention app banner ad	\$600
Tote bag insert	\$600
Vendor session	\$800



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CONTRACT DETAILS

Advertisement specs

Registration book: Full-page ads are 6.5x9 inches and half-page ads are 6.5x4.5 inches. Ads should include 1/8 in. bleed, be in full color (CMYK), images should be at least 300 dpi, PDF format. Due by Feb. 3, 2017.

Convention app: Two sizes of your ad must be submitted: 640x150 px and 552x150 px. Send to amber@studentpress.org.

Logos: Logos should be sent at the same time or soon after this contract. Send your logo in vector format (.ai, .eps or .pdf) to amber@studentpress.org or upload it with your contract.

1. Location of exhibit space is determined at the discretion of ACP and the convention headquarters hotel. Exhibits must be setup by noon on Thursday, March 2, 2017, and available for delegates noon-6 p.m. that day and 8 a.m.–6 p.m. on Friday, March 3. Exhibitors will be notified of booth numbers and setup arrangements in February.
2. The exhibit tables will consist of one six-foot skirted table, two chairs, two programs and name badges (if names of exhibitors are provided before the convention).
3. All telephone, Internet and electricity arrangements must be made directly with the Hyatt Regency. ACP will provide contact information but assumes no responsibility for expenses incurred for material handling, equipment, electrical, phone, Internet and other utility hookups or usage.
4. The exhibit area is not secure overnight. ACP will take reasonable precautions, including working with hotel staff, to ensure the exhibit area is monitored. However, ACP assumes no liability for damages, loss or theft of any property owned by the exhibitor or its agents. By authorizing this contract with a signature on the reverse side, the exhibitor hereby agrees to indemnify and hold harmless ACP, its officers, directors, employees and agents for any and all claims arising out of such damage.
5. Exhibitor giveaways must be distributed from, and confined to, the exhibit booth space. No exhibitor may distribute materials which are potentially harmful to delegates or the convention headquarters. Playing live music from your booth is prohibited as is excessive noise.
6. To receive sponsorship benefits, exhibitors must meet deadlines for submission of advertising and exhibiting contract. Late ads cannot be accepted. Sponsorship commitments cannot be altered or refunded once the contract is submitted to ACP.
7. Limitations on privately hosted social and educational events: No exhibitor shall sponsor an educational program during the convention without 30 days advance notice. No exhibitor shall host a reception or hospitality suite during the hours of an official ACP function at which advisers are present. Exhibitors must notify ACP no later than seven days before the convention if a reception or program is going to be held when there is no official ACP function. ACP supports the rights of exhibitors to sponsor private, by-invitation-only events.
8. Each exhibiting company should register on its own. Inviting other companies to sublease exhibit space is not acceptable.
- 9. To register for the convention, complete the contract on the reverse side and upload to acpsanfran.org/sponsors.**
10. Prepayment is required to hold your sponsorship. If you would like to hold your sponsorship with a credit card, but actually pay by check, please note that in the payment section. If the check has not been received four weeks prior to the event, your card will be charged.
11. All commitments for sponsorships and exhibiting cannot be altered or refunded once the contract is submitted. Please plan accordingly.

PAYMENT OPTIONS

Total Owed: \$ _____

Payment in full is required to secure a sponsorship, exhibit space and/or ad space. ACP accepts U.S. dollars only.

Visa Mastercard Discover American Express Check payable to ACP

Credit Card Number: _____ Expiration Date: _____

Name on Card: _____

Signature: _____