



VASFAA 2019-2020 Development Partner Form

Development Partner Information (please print legibly or type)

Organization Name: _____

Primary Contact Name: _____

Title: _____

Mailing Address: _____

Telephone #: _____ Fax #: _____ E-Mail: _____

Names and e-mail addresses of associates you want included on the Development Partners

Committee mailing list: _____

Development Partners 2019-2020 VASFAA Sponsorship Options

(Please place an X next to the Level you are purchasing)

VASFAA membership is required for all Development Partners who choose to attend an event, exhibit or submit media materials. VASFAA Policies & Procedures state that Development Partners are not to organize, sponsor or conduct any social activities directed toward VASFAA Conference attendees, leadership personnel or training activity participants during the course of VASFAA events. See the VASFAA P & P (7.14.3) for additional information.

Platinum Level: \$2,250/Paid Before 10/31 - \$2,000

- Two complimentary VASFAA Conference 2020 registrations (Registrations must be completed without payment and names submitted to VASFAA Treasurer Tawana French at tmr519@vt.edu by April 1, 2020.)
- Prime exhibit space at the annual conference if fees are paid by priority deadline of October 31st
- May choose to participate in the Lunch and Learn Session event during the annual conference (\$300 value at no additional charge)

- Priority given for presentation at VASFAA Conference 2020 if proposal accepted by Conference Co-Chairs. (Proposals must be submitted by email to edaniel@glhec.org and chadcs@vt.edu by 10/31/2019)
- Small table for exhibit at VASFAA Fall Training at Blue Ridge Community College on October 11, 2019 if fully paid
- Newsletter article in all newsletters
- Email and online Conference 2020 support recognition with logo, URL and contact info
- Sponsorship page, including logo and URL
- May present/moderate at the request of the VASFAA Conference 2020 Committee
- Special sponsorship recognition at VASFAA Conference 2020
- Complimentary conference attendee list delivered at least 2 weeks prior to conference

___ **Gold Level: \$1,750/Paid Before 10/31 - \$1,500**

- Booth at Annual Conference
- One complimentary VASFAA Conference 2020 registrations (Registrations must be completed without payment and names submitted to VASFAA Treasurer Tawana French at tmr519@vt.edu by April 1, 2020.)
- May choose to participate at conference Lunch and Learn event during the annual conference for an additional charge (see a la carte options for additional information)
- Priority given for presentation at VASFAA Conference 2020 if proposal accepted by Conference Co-Chairs. (Proposals must be submitted by email to edaniel@glhec.org and chadcs@vt.edu by 10-31-19)
- Email and online conference support recognition with logo, URL and contact info
- Sponsorship page, including logo and URL
- May present/moderate at the request of the VASFAA Conference 2020 Committee
- Special sponsorship recognition at VASFAA Conference 2020
- Complimentary conference attendee list delivered at least 2 weeks prior to conference

___ **Silver Level: \$1,500/Paid Before 10/31 - \$1,250**

- Booth at Annual Conference
- May choose to participate at conference Lunch and Learn Session event during the annual conference for an additional charge (see a la carte options for additional information)
- Email and online conference support recognition with logo, URL, and contact info
- Sponsorship page including logo, and URL
- May present/moderate at the request of the VASFAA Conference 2020 Committee
- Special sponsorship recognition at VASFAA Conference 2020
- Complimentary conference attendee list delivered at least 2 weeks prior to conference

___ **Non-Exhibitor Level: \$500***

- General Support, no booth
 - Online conference support recognition
- *Development Partners who choose not to exhibit may attend VASFAA Conference 2020 and will be required to pay the Non-Exhibitor Level fee of \$500 plus conference registration fees.**

A La Carte Options

___ Lunch and Learn Session	\$300	___ Conference Notebook	\$700
___ Break Sponsorship (3 available)	\$500	___ Conference T-Shirt w/Logo	\$1,000
___ Name Tag Neck Wallet	\$600		

Please complete the online Development Partner Registration Form (VASFAA Link) or e-mail a copy of the VASFAA 2019-2020 Development Partner Form to:

Chester Priest, VASFAA Development Partner, Chair, cpriest@kheaa.com

Electronic payments are not accepted. Please make a copy of your VASFAA 2019-2020 Development Partner Form and mail it along with your check payable to VASFAA:

Ashley Ann Reich
VASFAA
3877 Boonsboro Rd.
Lynchburg VA 24503

Payment Information: Check enclosed ___ Check will follow ___ Invoice required ___

Organization _____

Name _____

Signature _____

Date _____

Please list your tentative complimentary attendees (Platinum 2 or Gold 1):

VASFAA Refund Policy, Section 7.14.4 of VASFAA's Policy and Procedure Manual

7.14.4 Refund Policy Refunds of vendor/sponsor fees may be considered by written request to the VASFAA Vendor/Sponsor Chair at least sixty calendar days prior to the event. Requests for a refund will be reviewed and voted upon by the President, Budget & Finance Chair and the Treasurer. Approved refunds will be made according to the original method of payment (i.e., by check for payments made by check; by credit to account for credit card payments).