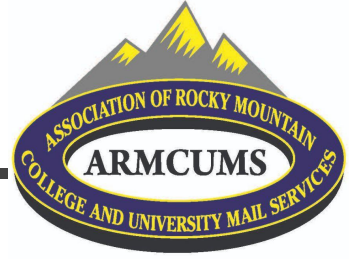


# ARMCUMS, Inc.



Association of Rocky Mountain College and University Mail Services

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armcums.org

*Where Experience, Excellence and Expertise Come Together!*

## Greetings!

It is our pleasure to invite you to exhibit your company and products at the 2023 ARMCUMS conference in San Diego, California.

The exhibit hall will take place Tuesday, September 26th. We're planning a full day exhibit hall starting at 7:00 am, with all events happening in the exhibit hall.

We realize that times have been tough for all of us financially, however, ARMCUMS is pleased to share that while it was necessary to increase our pricing for exhibitor space, we were able to keep the increase as low as possible. The cost for a 10'x10' booth with a 6-foot table and one (1) representative will be \$750. This fee will include the conference sponsored meals on Monday (opening reception) and Tuesday (breakfast and lunch). You are welcome to attend and participate in our annual awards banquet on Tuesday evening, however, there will be an additional fee of \$75 per person and you must sign up at the time you register. The fee for an additional representative is \$275.00 with a limit of 2 representatives per booth.

We ask that you provide a door prize to give away during the exhibit hall time. The door prizes are a great incentive to ensure that our attendees spend time in the exhibit hall with you. We have done our best to support your participation by scheduling all events to happen in the exhibit hall on Tuesday, but the incentive of door prizes really helps too. We plan to conduct several door prize drawings throughout the exhibit hall time to encourage attendance throughout the whole day. Exhibit space will be assigned on a first-come, first-serve basis. Space is limited, so register early! After your payment and registration have been received, you will be emailed details about delivery and/or shipping of your materials and equipment and other contact information.

We'd also like to ask you to consider sponsoring the conference on a higher level. This additional sponsorship will provide you with acknowledgement in our printed materials, during the conference, and at your booth. Please know that we greatly appreciate your sponsorship as we would not be able to host these conferences without you. Please see the registration form on the website for more information on these opportunities.

Please see the Events tab, click on Conference Info and then Business Partners on our website for hotel registration and other pertinent conference information.

If you have any questions, please contact us at ARMCUMSinfo@gmail.com.

We look forward to visiting with you in beautiful San Diego in September 2023.

**Register by June 1, 2023 to receive full advertising benefits.**

## **Conference Sponsorship Opportunities**

As stated above, we'd also like you to consider sponsoring the conference on a higher level. This additional sponsorship will provide you with acknowledgement in our printed materials, during the conference, and at your booth. Please know that we greatly appreciate your sponsorship as we seriously would not be able to host our conference without you.

Overall Sponsorships: (to be used at the Conference Committee's discretion, where needed)

- Platinum level sponsor - \$5,000  
(The first exhibitor to sponsor at this level receives the prime vendor space in the exhibit hall. *Great Opportunity!*)
- Gold level sponsor - \$2,500
- Silver level sponsor - \$1,500
- Bronze level sponsor - \$500

Specific Sponsorships:

- Opening Reception - \$750
- Break - \$550
- Breakfast - \$1,200
- Lunch - \$1,500
- Awards Banquet - \$3,500 (includes your attendance at the dinner)
- Conference bags \$600
- Name Badges \$350
- Transportation for C&U and Amazon tours \$2,000

Please register on the ARMCUMS website at:

<https://armcums.org/2023-conference-registration-for-business-partners/>

Sincerely

***The ARMCUMS Business Partner Committee***

P.S. The Exhibit Hall will be open and available for set up on Monday, September 25, 2023 from 2:00 to 10:00 pm. The opening reception will be held from 4:30 to 6:00 pm on Monday and you are welcome to join us for light refreshments! The exhibit hall will open at 7:00 am on Tuesday with breakfast and Business Partner introductions and will close at 5:00 pm that day. You will have until 10:00 pm for tear-down. We do ask that you not start tear-down prior to 5:00 pm, however, if it will be absolutely necessary to do so you'll need to request approval prior to the conference start date.

**Pertinent dates:**

- June 1 - register by this date in order to receive full advertising benefits.
- August 23 - deadline for hotel reservations at conference rates
- September 25 - Exhibit Hall set up
- September 26 - Exhibit Hall open from 7am to 5 pm