



Society of Louisiana Certified Public Accountants  
**2023 SPONSORSHIP AGREEMENT**

COMPANY NAME \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

## CONFERENCE & WORKSHOP SPONSOR OPTIONS

Please select the events at which you wish to sponsor/exhibit. See sponsor/exhibitor packages on reverse side.

<b>Not-for-Profit Workshop</b> July 28 · Metairie 2022 Attendance: 43	\$750/Sponsor <input type="checkbox"/> \$500/Exhibitor <input type="checkbox"/>	<b>Forensic, Litigation &amp; Valuation Services Conference</b> October 26-27 · Baton Rouge 2022 Attendance: 89 In-Person: 49; Online: 40	\$750/Sponsor <input type="checkbox"/> \$500/Exhibitor <input type="checkbox"/>
<b>State &amp; Local Tax Workshop</b> August 4 · Baton Rouge 2022 Attendance: 128 In-Person: 70; Online: 58	\$750/Sponsor <input type="checkbox"/> \$500/Exhibitor <input type="checkbox"/>	<b>Human Resources Workshop</b> October 30 · Metairie 2022 Attendance: 23	\$750/Sponsor <input type="checkbox"/>
<b>Business &amp; Industry Conference</b> August 10-11 · New Orleans 2022 Attendance: 309 In-Person: 180; Online: 129	\$1000/Sponsor <input type="checkbox"/> \$600/Exhibitor <input type="checkbox"/>	<b>Government A&amp;A Conference</b> November 9-10 · Baton Rouge 2022 Attendance: 276 In-Person: 104; Online: 172	\$1000/Sponsor <input type="checkbox"/> \$600/Exhibitor <input type="checkbox"/>
<b>Financial Planning Workshop</b> August 18 · Bossier City 2022 Attendance: 50 In-Person: 27; Online: 23	\$500/Sponsor <input type="checkbox"/> \$350/Exhibitor <input type="checkbox"/>	<b>Winter CPE Cluster</b> November 16-17 · Biloxi, MS 2022 Attendance: 51	\$1000/Sponsor <input type="checkbox"/> \$600/Exhibitor <input type="checkbox"/>
<b>Women's Conference</b> August 25 · Baton Rouge 2022 Attendance: 53	\$750/Sponsor <input type="checkbox"/> \$500/Exhibitor <input type="checkbox"/>	<b>Energy Conference</b> December 7-8 · Baton Rouge 2022 Attendance: 42	\$1000/Sponsor <input type="checkbox"/> \$600/Exhibitor <input type="checkbox"/>
<b>Accounting &amp; Auditing Conference</b> September 7-8 · New Orleans 2022 Attendance: 250 In-Person: 108; Online: 142	\$1000/Sponsor <input type="checkbox"/> \$600/Exhibitor <input type="checkbox"/>	<b>Tax Conference</b> December 11-12 · New Orleans 2022 Attendance: 560 In-Person: 304; Online: 256	\$1250/Sponsor <input type="checkbox"/> \$700/Exhibitor <input type="checkbox"/>
<b>Financial Institutions Conference</b> September 18 · Baton Rouge 2022 Attendance: 120 In-Person: 72; Online: 48	\$750/Sponsor <input type="checkbox"/> \$500/Exhibitor <input type="checkbox"/>	* Ask about sponsorship opportunities for our Summer Education Conference, hosted in July in Gulf Shores with the Alabama, Florida, Arkansas, and Oklahoma CPA societies.	
<b>Medical &amp; Healthcare Workshop</b> October 20 · Baton Rouge 2022 Attendance: 64 In-Person: 23; Online: 41	\$750/Sponsor <input type="checkbox"/> \$500/Exhibitor <input type="checkbox"/>		

# EXHIBITOR AND SPONSOR PACKAGES

## EXHIBITOR PACKAGE

- > On-Site Exhibit Booth:
  - 10' booth space, one skirted table, chairs, trash can
  - Lunch and all-day beverage service for TWO representatives (additional lunches can be ordered for a fee)
  - Complimentary Wi-fi
  - Electrical connection
- > List of attendees that includes org, member type, and title (if provided); does not include mail/email addresses
- > Opportunity to collect virtual business cards by offering a prize to online attendees (includes email, phone number)

## UPGRADE TO A SPONSOR PACKAGE FOR THESE ADDED BENEFITS

- > Includes Exhibitor Package, plus:
  - Lunch and all-day beverage service for FOUR on-site representatives (additional lunches can be ordered for a fee)
  - Logo in all promotional material (emails, website, print brochure, etc.)
  - Upgraded booth placement, with consideration given to spacing out orgs of similar industry type
  - Half-page ad in print and digital conference materials
  - PowerPoint slide/ad in rotating slide deck that runs before event, during breaks, and during lunch
  - Option to send one team member as a CPE attendee for half-price

## DELIVERABLES

Company logo and URL	EPS preferred; high resolution PNG also acceptable (min 1000px x 1000px)
Half-page ad	7.5"w x 4.75"h/jpeg or pdf (horizontal orientation)
PowerPoint slide/ad	widescreen/16:9
Two door prizes	One each for online and in-person attendees (suggested value: \$50-100 each)

## TERMS AND CONDITIONS

**Purpose of the Exhibition:** The exhibition is for the purpose of education and to provide a service to LCPA event attendees.

**Exhibitor Hours:** Generally, exhibits will be open during continental breakfast, morning and afternoon breaks, and lunch. To maintain the educational integrity of the program, exhibitors are asked to adhere to the exhibit hours indicated.

**Assignment of Exhibit Space:** In assigning exhibit space, full consideration will be given to competing products and general grouping of exhibits for proper display and comparison. No firm, organization, company or individual without assigned exhibit space will be permitted to display or distribute products or literature, or solicit business within the exhibition hall. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allocated to them.

**Eligible Exhibits:** LCPA reserves the right to determine the eligibility of any company or product for inclusion in the exhibition based on the information provided by the exhibitor. LCPA does not promote companies whose programs, services, products, etc., complete with those offered by LCPA to its members, including but not limited to CPE.

**Cancellation of Sponsorship/Exhibit Space:** Sponsorships are secured on a first-come basis. Full payment must accompany exhibit contract. Cancellations of exhibit space are fully refundable if submitted in writing at least 90 calendar days prior to the conference. Cancellations submitted in writing less than 30 days will receive a 50 percent refund. No refunds are given to cancellations less than 30 days prior to the event.

**Cancellation of Events:** Cancellations of exhibit space are fully refundable if submitted in writing at least 90 calendar days prior to the conference. Cancellations submitted in writing at least 30 days before the event will receive a 50 percent refund. No refunds are given for cancellations received less than 30 days prior to the event.

**Security:** The exhibit area will not be locked when not in use. Exhibitors should consider removing from the meeting site or otherwise securing all equipment, supplies and other information at the close of each day.

**Shipping:** Exhibitors are responsible for shipping materials to and from the event. All costs associated with the shipping and storage of exhibit material are the responsibility of the exhibitor.

## THIS CONTRACT HAS BEEN APPROVED BY

X \_\_\_\_\_ DATE \_\_\_\_\_ TOTAL \$ \_\_\_\_\_  
Signature of Exhibitor or Approved Agent

Please sign and date this contract and submit to Miseen Reed (email: mreed@lcpa.org).  
Contract is not valid without signature. Payment in full due upon reservation.