



Presents the 2016 Early Childhood Conference



September 22-24, 2016
Abraham Lincoln Hotel & Convention Center
Prairie Capital Convention Center
Springfield, Illinois

Sponsor, Exhibitor & Advertiser Prospectus

- Do you offer educational products, services and/or materials for early childhood practitioners?
- Do you offer furniture, equipment and/or toys for early childhood programs?
- Do you publish books, periodicals and other resources for early childhood practitioners?
- Do you offer materials that are focused on the health or wellness of working women?
- Do you offer parent resources for use in child care programs?
- Do you or any of your employees utilize child care services?

***If you answered “yes” to any of these questions –
You should be a part of the Illinois AEYC Growing Futures Conference.***



Dear Friends and Colleagues:

Illinois AEYC has offered conferences for early childhood professionals since 1971. Planning is underway for the 2016 Illinois Association for the Education of Young Children's *Growing Futures* Conference. In September 2016, approximately 300 early childhood professionals from all areas of Illinois and neighboring states will gather in Springfield, Illinois to expand their knowledge, learn about the latest practices and research, discover new resources and make new connections. We would like to invite your company/organization to be a part of the conference by becoming a Sponsor, Exhibitor, and/or Advertiser.

We are a membership organization, with over 2,500 members, whose mission is to facilitate the optimal development of young children by advocating for the rights, needs, and well being of young children and educating, supporting, and collaborating with individuals and organizations working in direct or indirect service to young children. Since 1969, our organization's volunteer members have successfully dedicated their time and efforts to improving the education and lives of young children in their own communities and throughout the state.

The *Growing Futures* Conference is an opportunity for your company/organization to be recognized as a supporter of Illinois AEYC, early childhood professionals, and the families and children they serve on a daily basis. Enclosed is a Prospectus for Sponsors, Exhibitors and Advertisers which details the various opportunities and benefits. Please take a few minutes to review the various opportunities to determine which one best fits your company/organization.

We value the long standing partnerships that continue to help us offer the Illinois AEYC *Growing Futures* conference and we welcome the opportunity to create new, lasting partnerships. Thank you for your time. We look forward to hearing from and working with you.

Sincerely,

Laurie Rhodes

Laurie Rhodes
Conference Chair

For additional information on Sponsorship and advertising:

- Email your questions to tonya@illinoisaeyc.org
- Call Tonya 217.529.7732

For additional information on Exhibits:

- Email your questions to tonya@illinoisaeyc.org

***Growing Futures*
Basic Information:**

When:

September 22-24, 2016

Where:

Prairie Capital Convention Center
Springfield, Illinois

What:

Early Childhood Conference

Sponsor:

Illinois AEYC



Sponsorship Opportunities				
Sponsor Benefits	Platinum Level \$5,000 minimum	Diamond Level \$2,500 minimum	Gold Level \$1,250 minimum	Silver Level \$500 minimum
Logo on nametag and 10 Minutes to speak before Thursday Keynote and Friday Dessert Reception	★			
Exhibit Booth	★	★		
Company logo on Event Signage	★	★		
Recognition in press releases and all media material	★	★	★	
Recognition in the Conference Program	★ Logo, front cover	★ Name, front cover	★ Name, in program	★ Name, in program
Ad in Conference Program	Full page	½ page	¼ page	Business Card
Sponsor Level Ribbons for Name badges	★	★	★	★
Recognition on Illinois AEYC's website	Logo	Logo	Name	Name

Exhibit Opportunities	
Benefits	Rates
<p>✓Listing in the Conference Program</p> <p>✓Two Exhibitor badges for booth staff per day</p> <p>✓Booth package: back and sidewall pipe & drape, Booth Signage, one 6' skirted table, two chairs, 2 box lunches per day/per booth</p> <p>Electricity and additional items for your booth may be available for purchase through the conferences decorator.</p> <p>Exhibit space is assigned based on the order Exhibitor agreement and payment is received.</p> <p>Arrangements to ship materials prior to the conference must be made through the Tonya Frehner @ tonya@illinoisaeyc.org.</p>	<p>All Exhibit Booths are 10 x 8</p> <p>Choice Location Early Bird \$500 per booth Early Bird \$400 per booth <i>Early Bird requires payment by July 1, 2016</i></p> <p>Standard \$500 per booth Late (after August 15, 2016) \$550 per booth Non – Profit \$150 per booth</p> <p style="text-align: center;">Exhibit Hall Schedule</p> <p>Move in & Set Up</p> <ul style="list-style-type: none"> Thursday September 22, 2016 – 7:00am-12:00pm <p>Exhibit Hall Ribbon Cutting</p> <ul style="list-style-type: none"> Thursday September 22, 2016 – 12:00pm <p>Exhibit Hall Hours are:</p> <ul style="list-style-type: none"> Thursday September 22, 2016 – 12:00pm – 5:00 pm Friday September 23, 2016 – 8:00 am – 5:00 pm <p>Tear down begins Friday, September 23, 2016 at 5:00 pm and must be completed by 7:00 pm</p>

A La Carte

- All subject to deadlines
- Format: Ad files should be submitted as tif, pdf, jpeg or eps – high resolution (300 dpi or better)
- Illinois AEYC selects placement of all ads
- All ads will be black and white
- Ad files and logos are due **August 15, 2016**

Business Card size ad in the conference book	3.5 x 2	\$ 100
¼ (quarter) page ad in the conference book	4 x 5	\$200
½ (half) page ad in the conference book	5 x 8	\$400
Full page ad in the conference book	8 x 10	\$800

Elite Opportunities

- All subject to deadlines
- Format: Ad files should be submitted as tif, pdf, jpeg or eps – high resolution (300 dpi or better)
- Ad files and logos are due **August 15, 2016**
- * Limited to one sponsors on a first come basis, payment required with application

Illinois AEYC Supporter <i>Name listed in program book</i>	\$150
Classroom Sponsor <i>Logo on signage outside of breakout session</i>	\$200
Conference Lanyards* <i>Provide Illinois AEYC with your company's lanyard for attendees nametags – 450 minimum</i>	\$500
Conference Tote Bag Insert <i>Provide Illinois AEYC with the insert to be included in tote bag</i>	\$500
Conference Note Pads* ▪ <i>Provide Illinois AEYC with your company's notepad included in conference bag – 450 minimum</i>	\$500
Full-page ad inside front cover of conference book*	\$1,000
Full page ad back cover of conference book*	\$1,000
Conference Bags * ▪ <i>Company logo along with Illinois AEYC's on the conference tote bag</i>	\$4,000
Thursday Keynote Breakfast ▪ <i>Company recognition during the keynote luncheon</i>	\$5,000
Friday Breakfast Snack ▪ <i>Company recognition in the exhibit hall for this event</i>	\$5,000



Sponsor / Exhibitor Application

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____

Contact person/title: _____

Telephone: (____) _____ E-mail: _____

We wish to participate in the *Growing Futures* conference as a (n):

Sponsor: <input type="checkbox"/> Platinum \$5,000 <input type="checkbox"/> Diamond \$2,500 <input type="checkbox"/> Gold \$1,250 <input type="checkbox"/> Silver \$ 500		Exhibitor: <input type="checkbox"/> Choice Loc. Early Bird \$500 x # of booths: _____ <input type="checkbox"/> Early Bird \$400 x # of booths: _____ <input type="checkbox"/> Standard \$500 x # of booths: _____ <input type="checkbox"/> Late \$550 x # of booths: _____ <input type="checkbox"/> Non-Profit \$150 x # of booths: _____	
All ads appear in the Conference Program			
Ala A Carte: <input type="checkbox"/> Business Card Size ad \$100 <input type="checkbox"/> Quarter page ad \$200 <input type="checkbox"/> Half page ad \$400 <input type="checkbox"/> Full page ad \$800		Elite Opportunities: <i>*limited to 1 sponsor, first come basis</i> <input type="checkbox"/> Illinois AEYC Supporter \$ 150 <input type="checkbox"/> Room Sponsor \$ 200 <input type="checkbox"/> Conference Lanyards* \$ 500 <input type="checkbox"/> Conference Tote Bag Insert \$ 500 <input type="checkbox"/> Conference Note Pads * \$ 500 <input type="checkbox"/> Full page ad inside front cover* \$ 1000 <input type="checkbox"/> Full page ad back cover* \$1,000 <input type="checkbox"/> Conference Tote Bags * \$4,000 <input type="checkbox"/> Thursday Breakfast Keynote \$5,000 <input type="checkbox"/> Friday Breakfast Snack \$5,000	
PAYMENT TOTAL: \$ _____			

Return this agreement and payment to: Illinois AEYC
 PO Box 666 • Vienna, Illinois 62708-4605

- A check for \$_____ is enclosed. Please make check payable to: Illinois AEYC
 - For Early Bird Booth rate, payment must be included with application.
 - For Elite Opportunities, payment must be included with application.
- Please send an invoice to the contact person listed above.
 - Payment must be received within 30 days of invoice to guarantee participation.
- We will provide a door prize.

I have read and agree to adhere to the Terms and Conditions (see page 6) set forth by Illinois AEYC.

 Authorized Signature / Title Date

Print Name: _____

Terms & Conditions

Exhibit Space

- Exhibitors must confine their activities to the booth space; display will not be allowed to extend beyond booth space into the aisle or unsold booth space
- Exhibitor is not permitted to sublet any part of its space, or to display merchandise from other vendors
- Exhibit space is assigned based on the order Exhibitor agreement and payment is received
- Exhibitors are expected to staff their booths during the published Exhibit Hall hours

Conference Decorator

- Illinois AEYC works with the **Excel Decorator**
- Exhibitor's information will be shared with the conference decorator
- An information pack will be sent to the Exhibitor directly from Excel at a later date

Payment

- Payment in full is preferred with the Exhibitor's Agreement
- If the invoice option is selected, invoices must be paid within 30 days of receipt
- Illinois AEYC cannot accept credit card payment

Insurance & Liability

- Exhibitors assume the entire responsibility and liability for losses, damages, and claims arising out of injury of damage to displays, equipment, exhibit hall property and personnel and shall indemnify and hold harmless the Illinois Association for the Education of Young Children, exhibit hall personnel and conference leaders from any and all such losses, damages and claims.

Security

- The Illinois AEYC and the Prairie Capital Convention Center are not responsible for lost or stolen items. The Exhibit Hall will be secured during non-exhibit hall hours.

Protection of the Facility

- Exhibitors are liable for any damage caused to the property, and no material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, doors, walls, floors or other parts of the building and furnishings.

Early Dismantling

- Exhibits are to remain set up until 5:00pm **Friday, September 23, 2016.**

Refund Policy

- Cancellations must be confirmed in writing and received, not postmarked, by **July 30, 2016**
- A processing fee will be deducted from all refunds: Corporate Exhibits \$25 / Not-for-profit \$10
- Refunds will be issued after the conference
- No refunds will be made on cancellations after **August 15, 2016**
- Refunds will not be issued due to low attendance
- A full refund will be issued if Illinois AEYC cancels the conference