

2023 • MPAEA • WyLLA

April 24 & 25 • Preconference April 23

Little America • Cheyenne, WY

No Limits



Sponsor/Exhibitor Reservation Form

The 2023 Conference will be held at Little America Hotel & Resort in Cheyenne, Wyoming and **we expect to have between 250 and 300 attendees.**

As an exhibitor at the Mountain Plains Adult Education Association & Wyoming Lifelong Learning Association 2023 Conference, you will have an opportunity to meet with state and local program administrators, coordinators, instructors, and test examiners from the 9 member states in the Mountain Plains Region (Arizona, Colorado, Idaho, Montana, Nevada, New Mexico, North Dakota, Utah, and Wyoming) as well as neighboring states.

This conference attracts established and potential customers from the fields of Adult Education, Corrections Education, Community Education, Workforce Services, and Higher Education.

All breaks will be held in or near the Exhibit Area to help increase your visibility and foot traffic, and the Exhibit Area will be located where all the meals and meeting sessions will be held.

To sponsor an event, provide materials, purchase program space, or if you have any questions, please contact Sandy Myers at AdultEd@nwc.edu or 307-754-6280.

Deadline for Sponsor/Exhibitor Registration is April 14

Tentative Exhibitor Schedule

Sunday, April 23 – 2:00P May Begin Setting Up

Monday, April 24

7:00A May Begin Setting Up

9:45A Exhibit Area Open

3:30P Exhibit Area Closed

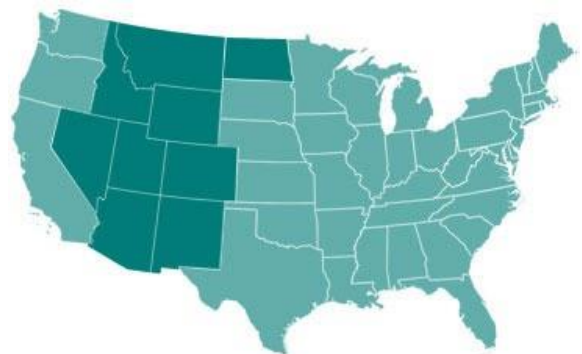
Tuesday, April 25

8:30A Exhibit Area Open

3:00P Exhibit Area Closed

Mountain Plains Adult Education Association

Serving Arizona, Colorado, Idaho, Montana, Nevada, New Mexico, North Dakota, Utah, Wyoming, and beyond



Sponsor/Exhibitor Information

Contact Information

Company Name:	
Contact Person:	Title:
Name of Person Hosting Table:	
Name of Second Person at Table:	
Address, City, State, ZIP:	
Phone:	E-Mail:

Sponsorship Opportunities

<i>Level</i>	<i>Item</i>	<i>Cost</i>	<i>Total</i>
Titanium	Overall Conference Sponsor (only 1 at this level and includes Opening Session, Exhibit Area Grand Opening, an opportunity to speak briefly at Monday's lunch, and your logo larger and placed above all other companies in all advertising and signage)	\$6,000	\$
Platinum	Welcome Reception	(contracted)	\$
Platinum	Preconference Sponsor	(contracted)	\$
Platinum	Awards Luncheon	(contracted)	\$
Gold	Featured Speaker	\$1,500	\$
Gold	Offsite Event – Terry Bison Ranch Tour & Dinner	\$1,500	\$
Gold	Breakfast Sponsor	# @ \$1,500 ea.	\$
	Monday <input type="checkbox"/> Breakfast Tuesday <input type="checkbox"/> Breakfast		
Silver	Offsite Event – Historic Cheyenne Tour	\$700	\$
Silver	Break Sponsor (all breaks will be held near the Exhibit Area)	# @ \$700 ea.	\$
	Monday <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon Tuesday <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon		

Conference Program Ad – A full-page ad will be included free of charge with Titanium, Platinum, or Gold Sponsorship.

Diamond	Donate Conference Bags or Name Badge Holders	(contracted)	
Sapphire	Donate Raffle/Silent Auction Prize		
Emerald	Non Exhibitor Sponsor Conference Bag Inclusion Insert company literature (<i>must be received by March 31</i>)	\$200	\$ <input style="width: 50px;" type="text"/>
Ruby	Other Gift (pens, sticky notes, other promotional materials)		
		Total Sponsorship Value	\$
Donation Description			

Exhibitor Reservation

An **Exhibitor Reservation** includes one regular conference registration for the primary representative; others may be present without registering but may purchase a meal package if desired.

Exhibit Area will officially open at the morning break on Monday, April 24, and will close at 2:00P on Tuesday, April 25.

Number of Tables			
1 Table	One 6-foot table (skirted and draped)	\$600	\$
2 Tables	Two 6-foot tables (skirted and draped)	\$1,100	\$
ELECTRICITY!!!	Electrical outlets and WiFi are available if needed for an extra fee	\$50	\$
Conference Program Ad (A full-page ad will be included free of charge with Titanium, Platinum, or Gold Sponsorship. Otherwise: full page - \$300; ½ page - \$150; ¼ page - \$80; inside front or inside back cover - \$400) Program will have 8.5" x 11.0" pages; print-ready ad (in jpg format) must be received by March 20.			\$
Additional Meals	Breakfast & Lunch Package: \$120 per person	# @ \$120 ea. =	\$
Exhibitor Conference Bag Inclusion (Insert vendor literature <i>[must be received by March 31]</i>) Mail 300 of each item to: Sandy Myers Northwest College 231 W. Sixth St. Powell, WY 82435			Free of Charge if Attending \$100 if unable to attend
Total Exhibitor Reservation Fee			\$
Total Amount Due (check or PayPal)			\$

Please mail this completed form and check (made payable to *MPAEA/WyLLA 2023*) to:

Sandy Myers, Director of Adult Education
Northwest College ▪ 231 W. Sixth Street ▪ Powell, WY 82435

For PayPal payments or to be invoiced, please contact Sandy Myers at AdultEd@nwc.edu or 307-754-6280

Release of Liability

The exhibitor assumes entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Little America Hotel & Resort premises and will indemnify, defend, and hold harmless Little America Hotel & Resort, its owners, and its management company, as well as the Mountain Plains Adult Educational Association (MPAEA) and Wyoming Lifelong Learning Association (WyLLA) from any and all such losses, damages, and claims.

Authorized Signature

Printed Name of Sponsor/Exhibitor

Authorized Signature

Date Signed

For additional information, please contact
Sandy Myers (307-754-6280 or AdultEd@nwc.edu)

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