January 18, 2017

Dear Prospective Educational Partner:

The Panhandle Area Educational Consortium, in conjunction with the FloridaLearns Foundation, invites you to take advantage of this once a year occasion to be in the spotlight as an educational partner at the 50th Annual PAEC Leadership Conference to be held July 18 - 20, 2017, at the Sandestin Golf and Beach Resort in Miramar Beach, Florida. Capitalize on this outstanding opportunity to meet, network, and share your products with education decision makers, as approximately 350 district and school-based leaders from Florida’s panhandle and throughout the state are expected to join us for this important event!

Panhandle Area Educational Consortium, Florida’s first educational consortium, has been recognized as a leader in providing a broad range of services to meet the needs of schools in small and rural districts since its initial organization in 1967. Today, services include professional development delivery and support, risk management, migrant education support, diagnostic and instructional support, virtual education services, and data management, to name a few. One of the fastest growing services includes the PAEC Florida Buy program which helps school districts comply with new state purchasing laws as well as offering a state of the art online e-commerce shopping platform designed to save time and money. The consortium serves a wide variety of educational personnel including administrators, teachers, paraprofessionals and auxiliary personnel, as well as students, parents, and community members.

Enclosed you will find a document detailing options for conference partnership and necessary forms to register for the conference. You may also visit www.paec.org for additional information. Due to limited space (the last five years we have been at capacity), educational partners will be selected on a first come, first served basis. In order to receive the full benefits of your sponsorship, we strongly encourage you to submit your registration information by May 2, 2017. However, we will continue to welcome conference partners after that time; as space allows. Should you have any questions please contact Bonnie Wertenberger at 950-638-6131 ext. 2259 or by email at bonnie.werteberger@paec.

We thank you for our partnership consideration and look forward to the opportunity to work with you at this exciting event.

Sincerely,

John T. Selover
Executive Director
Platinum Level - $10,000

PRESENTATION TIME
- Luncheon sponsor with two minutes of microphone presentation time during a luncheon session

CHARGING STATION AND HOTEL ROOM KEY CARD SPONSOR
- Partner graphic signage will be included on two charging stations, which PAEC will provide
- Partner graphic signage will be included on hotel room key cards for attendees

LOGO AND GRAPHICS
- Priority placement of partner graphic on a rotating banner on the PAEC’s main website page, as well as the leadership conference website, which will include a link to the conference partner’s webpage, until June 30, 2018.
- Priority placement of partner graphic on conference products and luncheon signage
- Full-page (11h x 8.5w), full color ad in conference program
- Master list of conference sponsors in program – identified as a Platinum Level sponsor
- Recognition on screen in general session room during transition times
- Recognition on participant lanyards

EXHIBITOR BOOTH
- Priority placement of exhibit booth (placement choice available upon receipt of payment)
- Two (2), 6-foot skirted exhibit tables and two chairs (12 x 8 feet)
- FREE internet and electricity access for booth

ADDITIONAL BENEFITS
- Access to participant registration email list prior to conference
- Option to host a breakout session during concurrent session time slots
- Co-sponsor of “Networking Social,” which will take place in the partner/vendor area on July 18th and includes mic time for opening remarks

Gold Level - $5,000

PRESENTATION TIME
- Breakfast sponsor with one minute of microphone presentation time at a general session

LOGO AND GRAPHICS
- Priority placement of partner graphic on a rotating banner on the PAEC’s main website page, as well as the leadership conference website, which will include a link to the conference partner’s webpage, until December 31, 2017.
- Placement of partner graphic on conference products and breakfast signage
- Full-page (11h x 8.5w), full color ad in conference program
- Master list of conference sponsors in program – identified as a Gold Level sponsor
- Recognition on screen in general session room during transition times

EXHIBITOR BOOTH
- Placement of exhibit table (placement choice available upon receipt of payment following Platinum Level selection)
- One (1), 6-foot skirted exhibit table and two chairs (6 x 8 feet)
- FREE internet access for booth

ADDITIONAL BENEFITS
- Option to host a breakout session during concurrent session time slots
- Invitation to participate in “Networking Social,” which will take place in the partner/vendor area on July 18th
Silver Level - $2,500

PRESENTATION TIME
- Break sponsor with 30 seconds of microphone presentation time at the conclusion of morning keynote address

LOGO AND GRAPHICS
- Placement of partner graphic on the leadership conference website, which will include a link to the conference partner’s webpage
- Placement of partner graphic on break signage
- Half-page (5.5h x 8.5w inches), full color ad in conference program
- Master list of conference sponsors in program – identified as a Silver Level sponsor

EXHIBITOR BOOTH
- Placement of exhibit table (placement choice available upon receipt of payment following Platinum and Gold Level selections)
- One (1), 6-foot skirted exhibit table and two chairs (6 x 8 feet)
- FREE internet access for booth

ADDITIONAL BENEFIT
- Invitation to participate in “Networking Social,” which will take place in the partner/vendor area on July 18th

Bronze Level - $1,000

LOGO AND GRAPHICS
- Placement of partner graphic on the leadership conference website, which will include a link to the conference partner’s webpage
- Quarter-page (5.5h x 4.25w), full color ad in conference program
- Master list of conference sponsors in program – identified as a Bronze Level sponsor

EXHIBITOR BOOTH
- Placement of exhibit tables (placement choice available upon receipt of payment following Platinum, Gold, and Silver Level selections)
- One (1), 6-foot skirted exhibit table and two chairs (6 x 8 feet)
- FREE internet access for booth

ADDITIONAL BENEFIT
- Invitation to participate in “Networking Ice Cream Social Reception,” which will take place in the partner/vendor area on July 18th

Important Notes for all Partners

DOOR PRIZE AND PARTICIPANT BAG
All partners have an option to include materials in the conference participant bags. We will assemble 500 participant bags and ask that you send 500 like items. Items can be anything of your choosing (pens, pencils, water bottles, notepads, literature, etc.). If you plan to participate in this option, we will need to receive materials by June 30, 2017.

All partners have an opportunity to sponsor a door-prize and are encouraged to participate. Partners will receive recognition for door prizes that will be given throughout the conference.
Annual Leadership Conference
July 18-20, 2017

PAEC – Advancing Schools and Communities for Student Success

Conference Partner Registration Form

Name of Company:

Address:

City: State: ZIP:

Name of Contact:

Title:

Phone Number: Fax Number:

Email Address:

Please select one of the available Partnership Opportunities below:

____ Platinum Level $10,000
____ Gold Level $5,000
____ Silver Level $2,500
____ Bronze Level $1,000

Please indicate below if you are a member of the PAEC State Cooperative Purchasing “Florida Buy” Program

________ Yes ________ No, but I would like to be! _________ No, and I am not interested at this time.

DOOR PRIZE AND PARTICIPANT BAG:

• Option to include materials in conference bag, if materials are received by June 30, 2017.
• All partners have an opportunity to sponsor a door prize. Partners will receive recognition for door prizes that will be given throughout the conference.

Please use one of the methods below to secure your registration. Exhibit table assignments cannot be made until all registration materials and payment have been received.

<table>
<thead>
<tr>
<th>Pay by Check</th>
<th>Pay by Credit Card</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mail check and registration forms to:</td>
<td>Then, fax or email registration forms to:</td>
</tr>
<tr>
<td>Bonnie Wertenberger</td>
<td>Bonnie Wertenberger, Partnership Chairman</td>
</tr>
<tr>
<td>FloridaLearns Foundation</td>
<td>Fax: 850-638-6109</td>
</tr>
<tr>
<td>P O Box 243</td>
<td>Email: <a href="mailto:bonnie.wertenberger@paec.org">bonnie.wertenberger@paec.org</a></td>
</tr>
<tr>
<td>Chipley, FL  32428</td>
<td></td>
</tr>
</tbody>
</table>

IMPORTANT - This registration will serve as your invoice.

June 1, 2017: Deadline to ensure you receive all of the appropriate recognition in conference program. Company artwork and logos must be in pdf, eps, tif, gif, or ai format AND sent to Bonnie Wertenberger (bonnie.wertenberger@paec.org).

QUESTIONS? Contact Bonnie Wertenberger, Conference Partnership Chairman, by email at bonnie.wertenberger@paec.org or by phone at 850-638-6131 (Ext) 2259.
Conference Partner Contract

Name of Company:

Company Address:

City: State: ZIP:

Billing Address (if different than above):

City: State: ZIP:

Name of Authorized Company Representative:

Title:

The conference partner assumes the entire responsibility and liability for losses, damages, and claims arising out of partner’s activities on the hotel premises (Sandestin Golf and Beach Resort – 9300 Emerald Coast Parkway West – Miramar Beach, Florida 32550) and will indemnify, defend, and hold harmless the hotel, its owner, and its management company; PAEC; the FloridaLearns Foundation, Inc., as well as their respective agents, servants, and employees from any and all such losses, damages, and claims.

Authorized Company Representative: ___________________________ Date: ______________

(Signature)

Signed contract MUST be received prior to conference.

Please mail, fax, or email to:
Bonnie Wertenberger
FloridaLearns Foundation
P. O. Box 243
Chipley, FL 32428

bonnie.wertenberger@paec.org – fax 850.638.6109
The following checklist is to help you complete all of the necessary steps so that you can take full advantage of the opportunities provided at the joint PAEC/FloridaLearns Foundation 50th Annual Leadership Conference. Print this out and keep it in your files to make sure you have all of your items submitted on time. I am here to help you coordinate your involvement in this event; please know that you can call or email me should you have any questions: Bonnie Wertenberger 850-638-6131 x2259 or bonnie.wertenberger@paec.org

____ Registration: Print out and complete the forms associated with this email; your registration will not be recognized until those forms are received.

____ Payment: Email, fax, or mail completed forms with payment. Even if you are paying by credit card, copies of the completed registration form and the signed contract are required. Booths are assigned by level in order of payment received. For the past four years we have been filled to capacity. If you want a prime spot, please register early; if you want a spot at all, register early; if you want to make my life easier please, register early.

____ Room Reservations: Call the Sandestin Golf and Beach Resort at 800-320-8115 to reserve your room. Be sure to indicate that you are part of the PAEC Leadership Conference Room Block Group (Code #2303KC) to obtain a reduced rate. This rate does not include applicable taxes and fees. Room rates vary and begin at $129 a night. The cut-off date to receive the group rate is June 19, 2017.

____ Electricity and Wireless Access: If you plan to have electricity at your booth contact the Sandestin Golf and Beach Resort directly at 800-320-8115. Coordination of electricity and the fees associated with this service are handled by the resort. Separate forms are attached to help you with this process. Wireless access is available at no charge throughout the conference area.

____ Shipping Items to Conference: The Sandestin Golf and Beach resort allows you to ship your booth items directly to the hotel for a fee. Attached in a separate document you will find the information for coordinating your deliveries and the fees associated with that service.

____ Program Graphics: The deadline to submit graphics for your advertisement in the conference program is June 1, 2017; this date will be firm. If you had an advertisement in last year’s program and would like to reuse it, please let me know. Otherwise, email your graphic images to bonnie.wertenberger@paec.org. Company artwork and logos must be in pdf, eps, tif, gif, or ai format.

____ Name Badges: As the conference date moves closer I will send an email request for your name badge request. All information should be sent to bonnie.wertenberger@paec.org with the names and titles of those who will be attending as you would like them to appear on their Conference Badge.

____ Meals: As a Conference Business Partner, you are invited to participate in all conference meals as part of your registration fee. However, please let us know those meals for which you will NOT participate.

____ Booth Set Up and Break Down: Booth space will be available for set up on July 17th after 1 pm and the morning of July 18th. The general conference begins with lunch at 9 am on Tuesday, July 18th and ends at approximately 11:30 am on Thursday, July 20, 2017. Note: The conference area is not a secured area.

____ Participant Bag Items: You are encouraged to include items in the participant bags. We ask that you send 500 LIKE items to be included in the bags. These can be anything of your choosing . . . most often they are logo type items such as flyers, pens, pencils, water bottles, candy bars, whatever your company deems appropriate. Those items need to be shipped to PAEC - Attention: Bonnie Wertenberger – 753 West Boulevard – Chipley, FL 32428. We must receive them by June 30, 2017, in order to have time to assemble the participant bags.

____ Door Prizes: All partners have an opportunity to sponsor a door prize and will receive recognition for door prizes that will be given throughout the conference.