

# Annual Conference

**H**undreds of local government officials attend the League of Kansas Municipalities *Annual Conference* and your organization is invited to participate! Our next conference will be held in Topeka, Kansas, October 6-8, 2018. Participation in our conference will provide your organization with many opportunities to make direct contact with people working to provide the best in Kansas local government. Listed below are the ways that you can be a part of this exciting event. **Don't miss this once-a-year opportunity!**

## Conference Vendor

The registration process is simple when working with the League. For a one-time payment of \$800, your organization receives admission passes for two booth representatives to the conference. Vendors have access to all meals served in the trade show hall. An event ticket for the Sunday night social event may be purchased separately for \$25.

## Conference Sponsorship

Sponsorship is a key marketing tool that should not be overlooked. All sponsors are prominently recognized in the conference packets. Depending on your sponsorship level, you will receive a number of additional benefits.

The League also offers specific sponsor opportunities at conference, including mobile device charging station sponsorship and WiFi sponsorship. See side panel for more details.

## Conference App & Other Marketing

Every booth reservation will receive a 'basic' listing within the Conference Mobile App, which will include your booth number, and company name. Choose the 'expanded' listing, and link directly to your company website, all contact information, and social media pages for a nominal \$50 fee.

For a \$150 fee, the League will send an email on your behalf to all registered attendees in the days leading up to conference. For more information about this opportunity, contact Kate Cooley.

## Exhibit Fee includes:

- One 10x10 booth with a skirted table, two chairs, a company name sign, and wastebasket.
- Two registrations for booth personnel.
- Recognition in vendor/sponsor booklet.
- A basic listing on the mobile App.

## Increase your Visibility:

- **Mobile App:** Expanded listing, which will link your social media pages, website, and direct contact information for a nominal \$50 fee. Company logo also connected to app listing.
- **E-Blast Marketing:** For a \$150 fee, the League will send an email on your behalf to all registered attendees in the days leading up to conference. For more information, contact Kate Cooley.

## Sponsor Opportunities:

- **Platinum (\$3,000)**
  - Conference Mobile App sponsor, including banner ads/promoted posts in App, and gold benefits as listed below.
- **WiFi Sponsor (\$2,500)**
  - Signage throughout conference facility with company logo, and bag stuffer in each conference packet with WiFi login information.
- **Mobile Device Charging Station Sponsor (\$1,500)**
  - Signage on charging station with company logo, signage in 'Re-Charge' Lounge.
- **Gold (\$1,000)**
  - Three complimentary registrations, company name and logo in sponsor booklet, logo on signage, and logo in pre-general session videos.
- **Silver (\$750)**
  - Two complimentary registrations, company name and logo in sponsor booklet, logo on signage, and logo in pre-general session videos.
- **Bronze (\$550)**
  - One complimentary registration, company name and logo in sponsor booklet, logo on signage, and logo in pre-general session videos.

# Annual Conference Order Form

Application for League of Kansas Municipalities Conference Vendor Booth and/or Sponsorship  
Questions: Contact Kate Cooley; kcooley@lkm.org or 785.354.9565

## Contact Information

Organization/Department/Building (if applicable): \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Booth Preference from Floor Plan:

1<sup>st</sup> choice: \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_ 3<sup>rd</sup> choice: \_\_\_\_\_

view available booths at [www.lkm.org/vendors](http://www.lkm.org/vendors)

### Booth Policies

Submitting this signed form by fax or email will reserve your booth. If payment is not received after **45 days** of invoice, League staff may release the booth to other companies on the waiting list. The League cannot guarantee first preference for a booth until payment is received.

Cancellations must be submitted in writing and received on or before **August 1**. All cancellations are subject to a \$100 cancellation fee. There will be no refunds for “no shows” or cancellations received after **August 1**.

### Signature of Acceptance

We wish to contract for exhibit space at the League of Kansas Municipalities Annual Conference, and understand the above listed policies.

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

*\*Send no money now.*

*The League will send an invoice to the email listed above.*

### Booth Rates

MBA Booth

(Signature & Associate level) \$800 value

(first booth) \$0

MBA Booth (Basic) \$800 value

\$720

Booth (non-MBA rate)

\$800

### Sponsorship

Platinum \$3,000

WiFi \$2,500

Charging Station \$1,500

Gold \$1,000

Silver \$750

Bronze \$550

### Additional Options

E-Blast Marketing \$150

Expanded App Listing \$50

Sunday Social Event Ticket \$25

### Total Fees

Total Booth Fees \$

Total Sponsorship \$

Total Marketing/Promotion \$

Total