



Invitation for you to be a Sponsor-Exhibitor for the IIMC Region IV Conference

The International Institute for Municipal Clerks (IIMC) is a professional organization with five (5) states being in Region IV representing cities and towns throughout Oklahoma, Texas, Arkansas, Louisiana, and Mississippi. The association was established to help promote a better understanding of the official duties and obligations of municipal clerks. Your partnership helps us put on a first-rate Region Meeting and also helps us to keep the registration fees affordable.

On behalf of IIMC Region IV, I would like to invite you to become a sponsor and/or exhibitor for our Annual Region Meeting – scheduled for December 5-7, 2018, at the Holiday Inn & Suites in Oklahoma City (6200 N. Robinson Avenue; Oklahoma City, OK 73118).

The conference exhibit area is located in the Atrium at the Holiday Inn & Suites and will be open to our members from 5:30 pm to 7:00 pm on Wednesday, December 5, 2018 and from 8:30 am to 4:00 pm on Thursday, December 6, 2018.

Attached please find our sponsor-exhibitor information and application. If you have any questions, please do not hesitate to contact me. Exhibitor space is limited, so please reserve your space quickly.

I hope you will come and be a part of our conference.

Cora Middleton
2018 OMCTFOA Past-President
IIMC Region IV Member
c/o OMAG
3650 South Boulevard
Edmond, Oklahoma 73013-5581

Sponsorship Levels

Below is a list of our sponsorship-exhibitor levels and the benefits included in each level:

LEVEL 1: \$1000 – Booth Level

- Opportunity to supply your printed literature and/or promotional items to be included in conference bags
- A lunch sponsorship with an opportunity to be recognized

LEVEL 2: \$750 – Booth Level

- Opportunity to supply your printed literature and/or promotional items to be included in conference bags
- A refreshment break and/or breakfast sponsorship

LEVEL 3: \$500 – Promotion (does not include a booth)

- Opportunity to supply your printed literature and/or promotional items to be included in conference bags

MONETARY, DOOR PRIZE, & BAG ITEM DONATIONS WELCOME

~ ~ Exhibit space is limited ~ ~

Sponsorship Commitment Form

Please sign us up to become a sponsor and/or exhibitor for the IIMC Region IV Meeting to be held December 5-7, 2018, at the Holiday Inn & Suites in Oklahoma City (6200 N. Robinson Avenue, Oklahoma City, OK 73118).

Name of Company _____

Address of Company _____

City _____, State _____, Zip _____

Phone Number(s) _____

Contact Name _____

Contact Email Address _____

Level of Sponsorship:

_____ Level 1: \$1000 (Booth)

_____ Level 2: \$750 (Booth)

_____ Level 3: \$500 (Promo only)

_____ Donations (Please list on separate page)

For Levels 1 and 2 only

Do you want to have an Exhibit Booth? _____yes _____no

Exhibit space is limited...You may set up on Wednesday, December 5, 2018 between 5:30 pm. and 7:00 pm. Exhibit Hall is open from 8:30 am to 4:00 pm on Thursday, December 7, 2018 which include breaks and/or lunches with our members.

Additional information will be sent to you for booth needs and conference information.

Please check one -

Amount of Sponsorship \$ _____

Payment included with this form _____

Please invoice for payment _____

Please return this form and payment by to:

IIMC Region IV Meeting - Sponsorship
c/o OMAG
3650 South Boulevard
Edmond, OK 73013-5581
lgrigg@cityofelreno.com

Please note that payment must be received by November 1, 2018.

Your commitment to sponsor our Region Meeting is greatly appreciated!