



## Invitation for you to be a Sponsor-Exhibitor at the OMCTFOA Annual Conference

The Oklahoma Municipal Clerks, Treasurers and Finance Officials Association (OMCTFOA) is a professional organization with approximately 250 members representing cities and towns throughout Oklahoma. The association was established in 1957 to help promote a better understanding of the official duties and obligations of municipal clerks, treasurers and finance officials. Your partnership helps us put on a first-rate conference and also helps us to keep the registration fees affordable.

On behalf of OMCTFOA, I would like to invite you to become a sponsor and/or exhibitor for our 64th Annual Conference – scheduled for October 14-16, 2020, at the Wes Watkins Center in Stillwater.

The conference exhibit hall is located at the east end of the lunch/banquet room and will be open to our members from 8 am to 5 pm on both Wednesday, October 14th, and Thursday, October 15th, as well as from 8:00 am to 11:00 am on Friday, October 16th. Exhibitors will also be recognized and given a few moments to address our members at the luncheon on Thursday, October 15<sup>th</sup>. The luncheon will be an opportunity to draw for door prizes if vendors/sponsors wish.

This year's theme is "2020: New Beginnings, New Opportunities, New Challenges". Individual sessions will address the many issues that a Clerk, Treasurer and/or Finance Official could come across in their day-to-day, month-to-month and/or year-to-year operations.

The conference will include Wednesday & Thursday night events.

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 64th conference.

Brenda Hall  
2020 OMCTFOA President  
c/o OMAG  
3650 South Boulevard  
Edmond, Oklahoma 73013-5581  
P: 405-366-5405  
E: [Brenda.Hall@normanok.gov](mailto:Brenda.Hall@normanok.gov)

## 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
- Four tickets to the Thursday evening event
- A meal sponsorship with two meal tickets and an opportunity to be recognized
- May choose to have a link (your logo) on the OMCTFOA website (will run from date payment is received to October 25th the following year unless renewed)

### LEVEL 2: \$750 – Booth Level

- Opportunity to supply your printed literature and/or promotional items to be included in conference bags
- Three tickets to the Thursday evening event
- A refreshment break or continental 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
- Two tickets to the Thursday evening event

### LEVEL 4: \$250 – Promotion (does not include a booth)

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

*~ ~ Exhibit space is limited ~ ~*

### EVENING EVENT SPONSORSHIPS:

- We will be holding an event on Wednesday evening and another event on Thursday evening. If you wish to extend your sponsorship to help with either event, please let us know when you sign up.

## Sponsorship Commitment Form

Please sign us up to become a sponsor and/or exhibitor for the OMCTFOA Conference to be held October 14-16, 2020, at the Wes Watkins Center in Stillwater, Oklahoma.

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)

\_\_\_\_ Level 4: \$250 (Promo only)

### 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 Tuesday, October 13, between 1:30 and 4:00 pm. Exhibit Hall is open from 8:00 am to 5:00 pm on Wednesday, October 14 and Thursday, October 15, as well as 8:00 to 11:00 am on Friday, October 16, which include 8-10 breaks and/or lunches with our members.

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

*Please check one -*

Amount of Sponsorship \$ \_\_\_\_\_

Payment included with this form \_\_\_\_\_

Please invoice for payment \_\_\_\_\_

### For Level 1 only

Do you want to advertise on our website? \_\_\_\_\_yes \_\_\_\_\_no

### Evening Events

Do you wish to extend your sponsorship to an evening event? \_\_\_\_\_yes \_\_\_\_\_no

**Please return this form and payment by to:**

OMCTFOA Sponsorship  
c/o OMAG  
3650 South Boulevard  
Edmond, OK 73013-5581  
[lgrigg@cityofelreno.com](mailto:lgrigg@cityofelreno.com)

**Please note that payment must be received by October 1, 2020.**

*Your commitment to sponsor our conference is greatly appreciated!*