



WEST VIRGINIA
CONSTRUCTION &
DESIGN EXPOSITION

March 23 & 24

2114 Kanawha Blvd., East
Charleston, WV 25311
304-342-3976 FAX 304-342-7469

expo@wvexpo.com

After Hours Reception Sponsorship Agreement

This agreement between _____ (*Sponsor*)

and the **West Virginia Construction & Design Exposition (EXPO)** sets forth the responsibilities of all parties involved in the sponsorship of the EXPO 2011 After Hours Reception.

_____ (*Sponsor*), for a fee of \$2,500, agrees to help sponsor the **EXPO After Hours Reception** on Wednesday, March 23, 2011 from 5:30 - 7:30 p.m. at the Charleston Civic Center.

EXPO agrees to recognize the sponsors in the following ways for their sponsorship:

- Mail over 2,000 reception invitations bearing the logos and company names of the sponsors to select business & community leaders.
- Each sponsor's logo and company name will be included in a full-page ad in the Show Program and featured on the EXPO web page.
- The logos and names of the sponsors will be displayed on banners at the show and sponsors will be provided special nametag ribbons.
- The sponsors' logos and names will be printed on napkins and table tents used during the After Hours Reception.
- Periodic announcements will be made during the show and After Hours Reception on March 23 recognizing the sponsors.
- Sponsors will be recognized in articles and promotional materials subsequent to the show.
- After Hours Agreements received prior to September 1, 2010, will entitle the sponsor to have their name/logo featured on the EXPO prospectus folder that will be mailed to nearly 2,000 potential exhibitors, honor exhibitors and show program advertisers.

EXPO further agrees to take responsibility for organizing and managing the After Hours Reception, including food, beverages and all printed and promotional materials.

Sponsor Contact Person (*Please Print*) _____

Sponsor Email _____ **Phone** _____

Signed _____ (*Sponsor*) **Date** _____

Signed _____ (*EXPO*) **Date** _____

Please forward the signed contract to EXPO at the address shown above. Upon receipt, a copy signed by EXPO will sent to you.