



Exhibitor and Promotional Partnership Prospectus

February 15-17, 2024 • Waikiki Beach Marriott Resort & Spa, Waikiki, Hawaii

WELCOME

Thank you for your support and participation in the **2024 ARCH HAWAII Symposium**. The following will provide you with important information about this year's symposium and your participation as a supporter. If you have any questions or need further assistance, please do not hesitate to contact Trinity Campbell, Gaffney Events at 425-354-8937 or trinity@gaffneyevents.com.

SYMPOSIUM LOCATION

Waikiki Beach Marriott Resort & Spa | 2552 Kalakaua Avenue, Honolulu, HI

HOTEL ACCOMMODATIONS

You are responsible for making your hotel room reservations for your company personnel. Please note that room reservations should be made in advance. To reserve a room, please contact the Waikiki Beach Marriott Resort & Spa reservations department directly at 800-367-5370 or 808-921-5444 and speak with a reservations agent mentioning the Group name: ARCH. You can also book your hotel reservations online by visiting the symposium website: <https://archhawaiisymposium.com/location-1>

PLEASE NOTE: In order to receive the discounted room rate, reservations must be made by **Wednesday, January 24, 2024 at 4:00 pm Hawaiian Standard Time**. We have negotiated a discounted group rate starting at \$309 single or double occupancy, per night, plus tax, depending on the room type selected. A discounted Resort Fee of \$35 will also be added to the room rate. Please be sure to call in your hotel reservations to the number listed above before the deadline to secure a hotel room for your company personnel.

EXHIBIT SPACE, EQUIPMENT & STAFFING

Exhibits will be located in the Kona Moku Ballroom, level 3.

Please provide us with the names of the individuals who will be representing your company by completing and returning the Sponsorship Agreement and Badge Form, which is located on page 5 of this document. Each \$5,000 booth will come with 3 Full Meeting badges, and each \$7,500 booth will come with 6 Full Meeting badges. Additional badges are \$250.00 each.

The following will be provided for your use at no additional charge:

- 1 Skirted exhibit table measuring 6'x30"
- 2 Side Chairs
- 1 Wastebasket

ELECTRICITY

Please contact Trinity Campbell at trinity@gaffneyevents.com if you need power to your exhibit booth.

Please note: Electrical fees will apply from the Marriott and are the responsibility of the exhibitor.

EXHIBIT SET-UP

Exhibit set up will take place on Wednesday, February 14th between 1:00 pm and 5:00 pm. Exhibits **MUST** be set by 5:00 pm on the 14th, prior to the start of the course. If you are unable to set your exhibit during this time, please contact trinity@gaffneyevents.com to make additional arrangements.

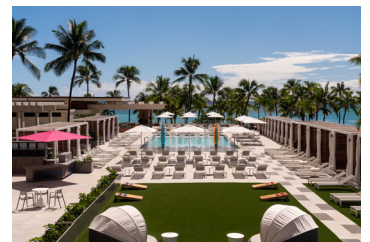


EXHIBIT HOURS

Wednesday, February 14th	1:00 p.m. – 5:00 p.m.	Exhibit Set-Up
Thursday, February 15th	12:00 p.m. – 5:30 p.m.	Exhibits Open
Friday, February 16th	7:15 a.m. – 3:45 p.m. 3:45 p.m. – 5:15 p.m.	Exhibits Open Hands-On Simulator Session (<i>Participating companies only</i>)
Saturday, February 17th	8:00 a.m. – 1:15 p.m. 1:15 p.m.	Exhibits Open Exhibit Dismantle

SHIPPING

SHIPPING DIRECT TO HOTEL & STORAGE FEES

Due to the layout of the Hotel, available storage space is limited for display materials, show merchandise, packages and boxes. All incoming and outgoing parcels must be processed through the Hotel's business center. Receiving, storage and other fees will apply. Current price list and guidelines are listed to the right. All fees are subject to change.

Parcel Service (Shipping & Receiving Handling Fees)	
1 – 10 pounds:	\$5.00 per parcel
11 – 20 pounds:	\$10.00 per parcel
21 – 30 pounds:	\$15.00 per parcel
31 – 50 pounds:	\$20.00 per parcel
50 + pounds:	\$25.00 per parcel
Crate/Pallet	\$60/cwt

SHIPMENT CONFIRMATION

GAFFNEY EVENTS will not assume responsibility for the confirmation of shipped materials or equipment. The exhibitor is solely responsible for their property including loss, damage, or failure to arrive in a timely manner from the initial shipment, up to and including the final shipment to the final destination.

CANCELLATION POLICY

In the event that an exhibitor must cancel their participation in the 2024 ARCH HAWAII Symposium, the exhibiting company will be responsible for 50% of the exhibit fee if cancelling after February 1, 2024. Cancellations must be made in writing.

LIABILITY

GAFFNEY EVENTS is not responsible, and the "Exhibitor" hereby waives all claims against the aforementioned, for loss, damage, destruction of property, or bodily injury occurring at or in connection with the exhibit or conference. Further, the exhibitor agrees to hold harmless **GAFFNEY EVENTS** and its employees and agents with respect to such claims and indemnify them against such claims brought by third parties arising out of the actions of exhibitor or its employees. Each exhibitor is responsible for obtaining its own insurance for bodily injury or property loss or damage occurring in connection with the exhibit.

ADDITIONAL INFORMATION

If you have any questions or concerns regarding exhibiting at the 2024 ARCH HAWAII Symposium, please feel free to contact Trinity Campbell at trinity@gaffneyevents.com or 425-354-8937.

We look forward to seeing you in Hawaii!



EXHIBIT OPPORTUNITIES

\$7,500 | 10' x 10' Exhibit (Includes 6 Complimentary Full-Meeting Badges)

\$5,000 | 6' Tabletop Exhibit (Includes 3 Complimentary Full-Meeting Badges)

\$15,000 | ARCH HAWAII Hands-On Simulator Training Session

The Hands-On Simulator Training Session will be held on Friday, February 16th from 3:45 pm to 5:15 pm. Take advantage of interacting and engaging with Fellows and attendees at a dedicated 1.5-hour training session. Showcase your products and devices at your booth in the Exhibit Hall.

ADDITIONAL SPONSORSHIPS

\$25,000 | Welcome Reception (Exclusive)

Exclusive Sponsorship of the Thursday Evening Welcome Reception to be held on the Queensbreak Sunset Outdoor Terrace.

Sponsorship Includes:

- Company logo recognition of sponsorship on slides, signage and print materials
- Food & beverage
- Custom napkins with sponsorship recognition and company logo

\$20,000 | Sponsored Lunch or Evening Educational Session

- Exclusive Opportunity to showcase your company products or message to attendees of the course.
- Includes Room Rental & Audio-Visual Equipment, Food and Beverages
- Includes Recognition Signage
- 2 Available Lunches (Friday and Saturday)
- 1 Available Evening Symposium (Friday)

\$20,000 | Social Event (ie. Hawaiian Luau, Sunset Boat Cruise, etc.)

Host a social activity for attendees and their guests on-site or near the hotel. Below are the times available. Once approved, the sponsoring company handles the planning and costs of the event. Your company logo, weblink and event will be promoted on the Symposium website, notification emails and in the Symposium program.

Available Times:

Thursday, February 15: Anytime after 7:15 pm

Friday, February 16: Anytime after 5:30 pm

Saturday, February 17: Anytime after 4:30 pm

**The available times above are subject to change.*

\$20,000 Faculty Dinner

Sponsorship of the Faculty Dinner.

- Includes recognition signage
- 3 Available

\$15,000 | Attendee Wi-Fi (Exclusive)

Keep ARCH HAWAII attendees connected with exclusive sponsorship of the symposium Wi-Fi. Includes custom network SSID and password.

\$15,000 | Faculty Lounge / Speaker Ready Room Sponsorship (Exclusive)

Display your company Logo as screensavers on the ARCH HAWAII Faculty Lounge Computers. Includes a recognition pull-up banner placed at the entrance of the lounge.

\$15,000 | Hotel Key Cards and Sleeves (Exclusive)

Includes company supplied artwork on custom ARCH HAWAII hotel key cards and security sleeves given to all ARCH HAWAII Faculty & Attendees staying at the Waikiki Beach Marriott Resort & Spa.

\$15,000 | Elevator Door Branding

Graphic of your choice to be placed on elevator door.

- 2 Available

\$15,000 | Attendee Lanyards (Exclusive)

Highlight your company logo or brand along with ARCH Hawaii on custom program lanyards given to all symposium attendees.

\$10,000 | Eblast Advertisements (3 Available)

Banner Advertisement in one ARCH HAWAII Promotional eblast, either pre- or post-conference.

\$10,000 | Column Wrap

Graphic of your choice to be placed on a column on the 3rd floor of the meeting. Vendor to supply artwork

- 2 Available

\$7,500 | Hand Sanitizing Wipes (2 Available)

Showcase your company logo on ARCH Hawaii branded sanitizing wipes distributed to all attendees.

\$7,500 | Water Bottle Sponsorship (1 Available)

Showcase your company logo on co-branded water bottles distributed to all ARCH Hawaii attendees.

SPONSORSHIP AGREEMENT & BADGE FORM

2024 ARCH HAWAII • February 15-17, 2024

Company Name (As it should appear on printed material)

Contact Person (Individual to whom all exhibitor information will be forwarded)

Title

Street Address

City

State

Zip

Telephone

Fax

Email

Product

EXHIBIT LEVELS

10' x 10' Exhibit (\$7,500)

6' Table-Top Exhibit (\$5,000)

ADDITIONAL SPONSORSHIPS OPPORTUNITIES

_____ \$ _____ \$ _____
 _____ \$ _____ \$ _____

BADGES NEEDED

Representative Name (First, Last)

Email Address

Phone

Representative Name (First, Last)	Email Address	Phone

PAYMENT

Make checks payable to: **Gaffney Events Educational Trust**

Mail: Gaffney Events, 27322 NE 143rd Place, Duvall, WA 98019

Please note: There will be a 3.5% service fee added to all credit card charges.

EIN #: 47-3109028

Phone: (425) 442-1314

Credit Card Number _____ CVC Code _____ Exp. Date _____ Billing Zip Code _____

TOTAL Sponsorship \$ _____ Signature _____

*For all sponsorship-related questions, please contact Trinity Campbell at 425-354-8937 or via email at trinity@gaffneyevents.com

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