



January 2017

Community Partner:

OCAD University and the George Brown College are joining together to host the 2017 Annual OACUSA Conference, which is being held in Toronto, Ontario from May 23 - 25, 2017 at Renaissance Toronto Downtown Hotel. This year's conference is entitled "**Collaborations for a Safer Campus**" and it is an excellent opportunity for networking and learning with a variety of guest speakers and presenters.

Members of OACUSA (the Ontario Association of College and University Security Administrators) from across Ontario attend this conference for the opportunity to join together to share information, obtain training and more importantly, learn from one another through networking opportunities. This year we will be hosting an "Evening Meet and Greet" held during the Tuesday night, which will provide for a great opportunity for vendors to network with our delegates. The "Day Trade Show" held during Wednesday and Thursday programming is an excellent opportunity for our delegates to view and learn more about vendor products and to gain valuable information about technology and equipment that may lead to future purchases.

As a valued community partner in Security Services, we would like to offer you the opportunity to be a sponsor for this conference. We are seeking sponsorships for a variety of events throughout the conference, which include (but are open to new ideas and not limited to) meals, breaks, hospitality events, agenda materials, etc. The success of this or any conference relies significantly on support from willing sponsorships, which we are sure will also benefit your business.

Please take the opportunity to review the attached sponsorship information, as well as the information regarding the Trade Show, which will be held during our conference. If you are able to assist us through sponsorship, please contact one of the Conference Coordinators listed below:

Conference Coordinators:

Kirstie Joseph, Manager
416.977.6000 Ext: 2052

Katie Browning
416.977.6000 Ext: 615

Thank you for your consideration and we thank you for your continued support and partnership!

Louis Toromoreno
Director, Safety & Security Services
OCAD University

Stacey Andrews
Manager, Public Safety & Security
George Brown College

2017 OACUSA Annual Conference
Renaissance Toronto Downtown Hotel
May 24-25

Sponsorship Opportunities

Bronze Sponsorship - \$500.00

- Your company's name/logo and sponsorship level recognized in the Sponsorship Section of the delegates binders
- Your company's promotional items (i.e. pens, note pads, trinkets, etc.) included in the delegates welcome bags
- Your company's business cards and brochure (max. 2 pages) included in the delegates welcome bags or binders
- Your company's name/logo and sponsorship level recognized on the conference website along with a link to your website via your company logo
- This level of sponsorship does NOT include a table

Silver Sponsorship - \$750.00

The same benefits as Bronze Sponsors with the following additional marketing opportunities:

- Your company name/logo on a Coffee Break Sponsor sign at the coffee break table
- This level of sponsorship does NOT include a table

Gold Sponsorship - \$1,500.00

The same benefits as Silver Sponsors with the following additional marketing opportunities:

- Your representatives will be given an 6' table in our Trade Show to showcase your company products and/or services

***Opportunities are limited and will be given on a first come-first served basis

Platinum Sponsorship - \$3,000.00 and up

The same benefits as Gold Sponsors with the following exclusive opportunities:

- Invitation to Delegate Meet and Greet event on Tuesday May 23rd, 2017. Full access to all the delegation and executive prior to the conference on the 24th/25th.
- Your company could be the center piece of a major evening dinner/event where you will be able to make a private 20 minute presentation to the delegates
- Two of your representatives will participate in the evening dinner/event with delegates

***Opportunities are limited and will be given on a first come-first served basis

Other Sponsorship Opportunities

- Provide a gift to be given as a prize for the event's activities and/or door prizes during the conference

***Please feel free to contact a conference coordinator to discuss
new potential sponsorship pathways**

2017 OACUSA Annual Conference
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Sponsorship Agreement

We, _____ (*insert name of business*), agree to participate as a Sponsor in the **2017 OACUSA Conference** hosted by **OCAD University** and **George Brown College**, which is being held at the Renaissance Toronto Downtown Hotel, Ontario. We agree to sponsor at the following Level:

Sponsorship Level	
Please check:	
<input type="checkbox"/>	Platinum \$3,000.00 plus
<input type="checkbox"/>	Gold \$1,500.00
<input type="checkbox"/>	Silver \$ 750.00
<input type="checkbox"/>	Bronze \$ 500.00

Please see **Sponsorship Opportunities** on the previous pages for details on above sponsorships levels.

***Please feel free to contact a conference coordinator to discuss
 new potential sponsorship pathways**



**2017 OACUSA Annual Conference
Renaissance Toronto Downtown Hotel
May 23-25**

Exhibitor Opportunities

A meet and greet event will be held during the evening on Tuesday, May 23rd (Platinum Sponsors only). A vendor trade show will be held on Wednesday, May 24th & Thursday, May 25th in conjunction with the 2017 OACUSA Conference. Breakfast, lunch and 2 coffee breaks will be served to delegates in the trade show area providing an opportunity for you to showcase your company and products. All trade show tables will be 6' in length and appropriately draped. Electricity will be available.

With the Gold and Platinum sponsorship level you will receive one 6' table – additional tables or space for your company can be purchased for an additional \$500.

If you prefer not to use a table and require or will be using a different type of display please contact a conference coordinator for review.

Tables are limited and priority will be given to Gold and Platinum Sponsors. Remaining tables will be given on a first-come, first-serve basis. Please note, if we have more than 16 exhibits, additional exhibits space may be added in the conference speaker space (Platinum Sponsors only)

EXHIBITOR GUIDELINES

- 1) No displays or exhibits are permitted in the hotel lobby on the main level.
- 2) If packages are being sent to the hotel for your exhibit, please ensure they are labeled with date of event, company, convener's name and the name of the event. Please do not send packages more than one-week prior. After the event, if packages are being sent from the hotel, the exhibitor must have the package sealed and ready for pickup along with a completed waybill.
- 3) The hotel does not provide labour for unloading, moving or loading of displays or exhibits.
- 4) Displays and exhibits may be brought into the hotel via the receiving entrance.
- 5) Clear access to all entrances and fire exits must be preserved. No displays, tables or any other furniture may block entrance or exit doors. Exhibit floor plans must be approved by the hotel.
- 6) No displays may be attached to the walls, ceiling or light fixtures. The use of confetti, sparkles, nails, tacks, or tape is prohibited.
- 7) The use of combustible or flammable liquid or material is prohibited.
- 8) Dismantling, loading and departure of displays and exhibits must be accomplished immediately following the conclusion of the function. If exhibits have not been removed from the hotel at the time agreed upon, the hotel will have them removed at the expense of the exhibitor. The hotel nor OACUSA are responsible for damages/loss incurred after completion of the function.
- 9) Any exhibitor requiring additional electrical services should contact a conference coordinator
- 10) Wireless High Speed Internet access is available throughout the venue

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2017 OACUSA Trade Show Information

- Meet & Greet Date:** Tuesday, May 23rd 7:00pm - 10:00pm
- Trade Show Date:** Wednesday, May 24th 7:00am - 3:00pm
Thursday, May 25th 7:00am – 1:00pm
- Location:** **Renaissance Toronto Downtown Hotel**
- Trade Show Room:** Aurora Room
- Set-up Time:** Tuesday, May 23rd between 12:00pm - 5:00pm (TBA)
- Exhibit Times:** Wednesday, May 24th from 7:00am - 3:00pm
Thursday, May 25th from 7:00am – 1:00pm
- Tear-down Time:** Thursday May 25th 1:00pm - 4:00pm
- Provided:** One (1) 6' draped table plus two chairs
- Do you require an electrical outlet?** Yes No
- Will you be bringing a booth (not using a table)?** Yes No

Authorization Important Information

Item:	Must be received by:
Signed Agreement	March 01, 2017
Sponsorship Fee	April 1, 2017

Sponsor Information and Signature:

SPONSOR Representative Info	HOST Representative Info
Company Name:	Host Reps: Louis Toromoreno Director, Safety Security & Services OCAD University Stacey Andrews Manager, Public Safety & Security Services George Brown College
Address:	Address: OCAD University 100 McCaul Street, Toronto, Ontario M5T1w1
(Signature)	(Signature)
(Dated)	(Dated)
(Name of person signing)	(Name of person signing)
(Email)	(Email)
(Telephone)	(Telephone)
(Fax)	(Fax)

Please return the sponsorship/exhibitor agreement, trade show information and authorization pages to:

Kirstie Joseph, OCAD University, Kjoseph@ocadu.ca and
 Kirsty Bradley-McMurtrie, Conestoga College, kbradleybcmurtrie@conestogac.on.ca

Please send along payment to: (Cheques payable to OACUSA)

Cathy Sloat, Treasurer
 OACUSA
 c/o Sheridan College
 1430 Trafalgar Rd.
 Oakville, ON L6H 2L1

Payment by VISA or MasterCard, please contact:
 Cathy Sloat, 905.815.4213 tel | catherine.sloat@sheridancollege.ca