

 **Ideas Worth Sharing**

**OACUSA 2018
Spring Conference**

May 15-18, 2018

Sponsorship Package

Ontario Association of College and University Security Administrators
L'Association Des Chefs De Sécurité Dans Les Collèges Et Universités De L'Ontario

OACUSA  ACSCUO

Join OACUSA and the Security Administrators representing over 35 Ontario Universities and Colleges, as we explore “Ideas Worth Sharing!”



Photo Courtesy of The Burlington Boathouse

Sheridan College, Mohawk College and Humber College are joining together to host the OACUSA 2018 Spring Conference, which is being held in Burlington, Ontario from May 15 - 18, 2018 at the Waterfront Hotel. This year’s conference is entitled “Ideas Worth Sharing.” 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 annual conference for the opportunity to join together to share information, obtain training and more importantly, learn from one another through networking opportunities.

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, including; meals; trade show, breaks, hospitality events, agenda materials, and more. We also welcome creative sponsorship ideas that we can consider.

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 Josh Fortier (Conference Coordinator) listed at the back of the Sponsorship Package (pg. 4).

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

Kathryn Cameron, PhD

Director, Campus Safety, Security and
Emergency Management
Sheridan College

Sheridan

Catherine O’Donnell

Director, Security Services
Mohawk College

MOHAWK

Rob Kilfoyle, CPP

Director, Public Safety & Emergency
Management
Humber College

HUMBER

Sponsorship Items	Platinum \$3,500	Gold \$2,000	Silver \$1,500
Trade Show Exhibit Space			
Hospitality Sessions			
Bonus Opportunities			
Lunch with Delegates	Includes Lunch for 2 per Sponsor	Includes Lunch for 1 per Sponsor	
Coffee Break Sponsorship			
VIP Networking Event	Includes 2 Passes per Sponsor	Includes 1 Pass per Sponsor	Includes 1 Pass per Sponsor
Print & Web Sponsorship Recognition			
Raffle Prizes for Charity			

Bonus Opportunities:

For sponsors at the **Platinum Level**, you can choose one of the following bonus opportunities to add to your sponsorship:

1. Address the Delegates

Fee: \$500

Your company will be provided an opportunity to address all conference delegates for 5 minutes in the conference room. This includes a time slot printed on the agenda with your company name. ***Limited opportunities are available on a first come, first serve basis.***

2. Breakfast Sponsorship

Fee: \$200

Limit: 3

A catered breakfast with conference delegates at the conference centre on Wednesday, Thursday or Friday. This includes recognition in the program, as well as recognition from the host/emcee during the conference.

3. Lunch Sponsorship

Fee: \$250

Limit: 2

A catered lunch with conference delegates at the conference centre on Wednesday or Thursday. This includes recognition in the program, as well as recognition from the host/emcee during the conference.

4. Keynote Presentation Access

Fee: \$75 per participant

Limit: N/A

An opportunity to attend the keynote presentation on Wednesday or Thursday.

Sponsorship Item Definitions:

Coffee Break Sponsorship

Your company name placed on a Coffee Break Sponsor sign at the coffee break table.

Raffle Prizes for Charity

The opportunity to donate prizes that will be raffled off. All donations from the raffle will go towards supporting CityKidz Hamilton!



CityKidz is a registered charitable organization with branches in Hamilton, Ottawa and Regina.

Their mission is to “increase resiliency and inspire big dreams for Canadian children living in low-income communities by providing inspirational experiences and nurturing personal relationships, one child at a time.”

Bonus Opportunities

Extra options available to **Platinum Level** sponsors.

Lunch with Delegates

Join the delegates for lunch on Wednesday (May 16) or Thursday (May 17). Every effort will be made to arrange seating with delegates of your choice at a table featuring a tent card with your company name. Includes meals for 2 participants for Platinum Level sponsors, and meal for 1 participant for Gold Level sponsors; any additional participants can join for \$75 per participant.

Ideas Worth Sharing

OACUSA 2018

Print & Web Sponsorship Recognition

Your company's name, logo and sponsorship level recognized in the sponsorship section of the delegates' binders and on the conference website along with a link to your website via your company's logo.

Hospitality Sessions

Join the delegates for the end of day hospitality sessions on Wednesday (May 16) and Thursday (May 17) from approximately 4:30PM to 5:30PM. Every effort will be made to accommodate posting your company's banner/signage during hospitality sessions.

Trade Show Exhibit Space

Exclusive to Platinum Level sponsors. Your company will receive a spot on the Trade Show floor & a 6' table to showcase your products and/or services. Exhibit Space preferences will be accepted on a first come, first serve basis (after payment is received).

VIP Networking Event

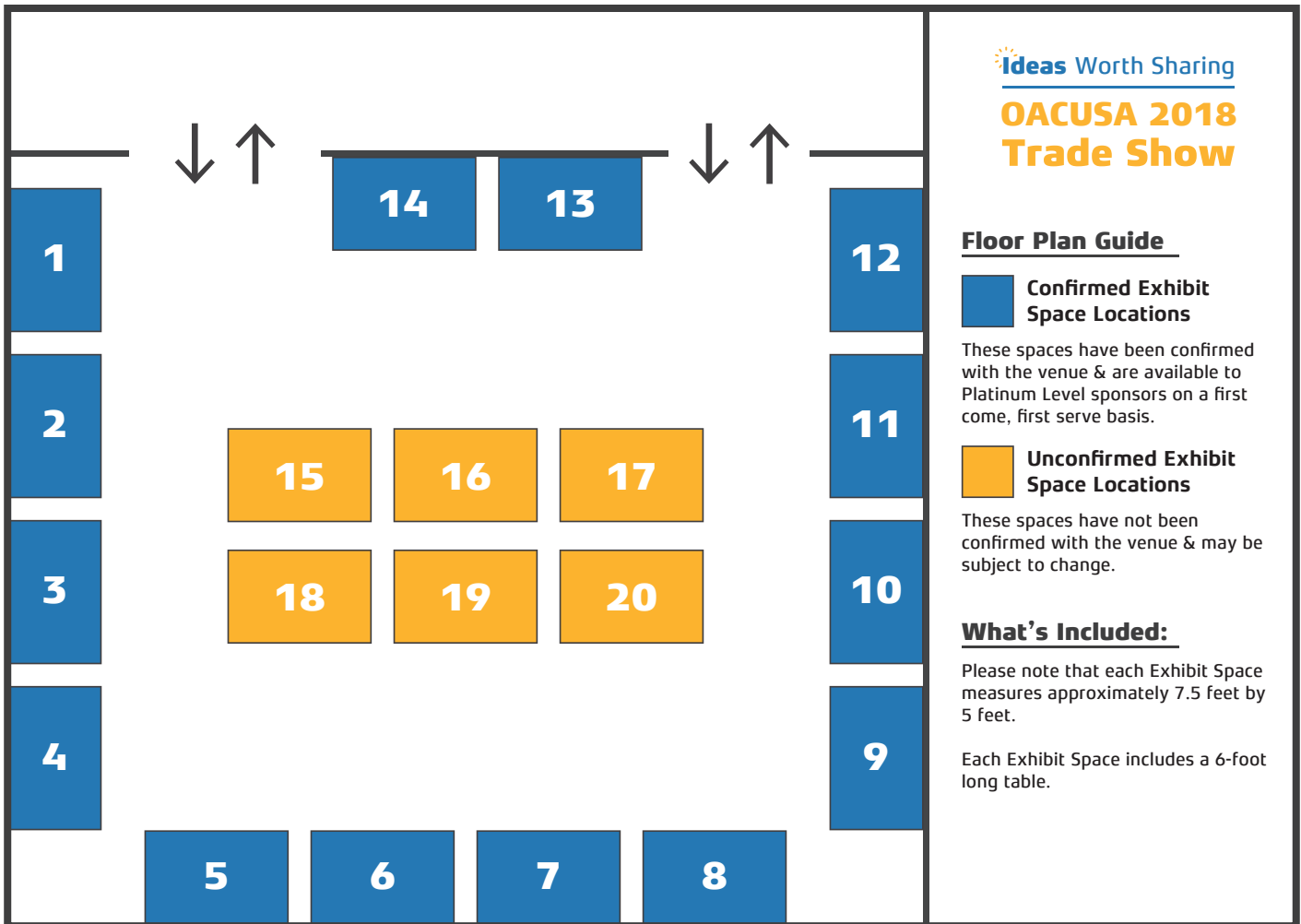
Access pass for 1 participant from your company (2 participants for Platinum Level Sponsors) to the 2 hour VIP Networking event at the Trade Show on the evening of Tuesday (May 15). Additional passes are available for \$100 per participant.

Notes:

1. Sponsorship cannot be divided between more than one sponsor.
2. Sponsors that are not participating in the Trade Show as an exhibitor (i.e. Gold and Silver Level) are still welcome to attend! However, use of the Trade Show as a platform for marketing their products or services will not be permitted.

Please feel free to contact the conference coordinator if you would like to discuss any other potential sponsorship pathways!

Trade Show Floor Plan



Important Dates:

March 1, 2018:

Completed Sponsorship Registration Packages must be received by OACUSA by this date.

April 1, 2018:

Logo Deadline. Sponsorship Fees must also be received by OACUSA by this date.

May 15, 2018:

OACUSA 2018 Trade Show

May 15-18, 2018:

OACUSA 2018 Spring Conference

Contact Us:

If you have any questions please contact the Conference Coordinator listed below. If you are interested in a sponsorship, please refer to the Sponsorship Registration Package on pgs. 5-9.

Josh Fortier

Conference Coordinator
 905.845.9430 (ext. 8217)
joshua.fortier@sheridancollege.ca

Ontario Association of College and University Security Administrators
 L'Association Des Chefs De Sécurité Dans Les Collèges Et Universités De L'Ontario



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OACUSA 2018 Spring Conference
Waterfront Hotel Downtown Burlington
May 15-18, 2018

Sponsorship Agreement

We, _____ (insert name of business), agree to participate as a Sponsor in the **OACUSA 2018 Spring Conference** hosted by **Sheridan College, Mohawk College and Humber College**, which is being held at the Waterfront Hotel in Downtown Burlington, Ontario between May 15-May 18, 2018.

We agree to sponsor at the following level:

Sponsorship Level	
Please check:	
<input type="checkbox"/> Platinum	\$3,500
<input type="checkbox"/> Gold	\$2,000
<input type="checkbox"/> Silver	\$1,500

Yes, we will donate a prize for the Charity Raffle with proceeds from the raffle going to CityKidz Hamilton.

Bonus Opportunities for Platinum Level Sponsors

- Address the Delegates Fee: \$500
- Breakfast Sponsorship Fee: \$200
- Lunch Sponsorship Fee: \$250
- Add extra participants for conference events Fee: Contact Josh Fortier

If you would like to discuss any other potential sponsorship pathways, please don't hesitate to contact the Conference Coordinator:

Josh Fortier
905.845.9430 (ext. 8217)
joshua.fortier@sheridancollege.ca



OACUSA 2018 Spring Conference
Waterfront Hotel Downtown Burlington
May 15-18, 2018

Sponsor Participant Registration

Sponsor Information

Business Name: _____

Sponsorship Level: Platinum | Gold | Silver

Participant 1 Information (please print in All CAPS for legibility)

First Name: _____

Last Name: _____

Job Title: _____

Add-ons: VIP Networking Access Pass (included for 1st Participant)

Keynote Presentation Access - Platinum Level (\$75)

Lunch with Delegates - Gold Level (included for 1st Participant)

Select one date: Wednesday (May 16) | Thursday (May 17)

Participant 2 Information (please print in All CAPS for legibility)

First Name: _____

Last Name: _____

Job Title: _____

Add-ons: VIP Networking Access Pass - Gold Level (\$100) / Platinum Level (included)

Keynote Presentation Access - Platinum Level (\$75)

Lunch with Delegates - Gold Level (\$75) / Platinum Level (included)

Select one date: Wednesday (May 16) | Thursday (May 17)

If you would like to add additional participants from your business, please contact the Conference Coordinator.



OACUSA 2018 Spring Conference
Waterfront Hotel Downtown Burlington
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Trade Show Exhibitor Registration & Schedule

Trade Show Date: Tuesday, May 15, 2018

Set-up Time: 9:00am - 12:00pm

Exhibit Time: 1:00pm - 8:00pm

VIP Networking: 6:00pm - 8:00pm

Tear-down Time: 8:00pm - 10:00pm

Provided:
- One 6' draped table
- Two chairs

Do you require an electrical outlet at your Exhibit Space? Yes [] No []

Indicate your preferred space # on the Trade Show floor¹: Option 1: _____

Option 2: _____

Option 3: _____

If you will be bringing your own booth or have questions regarding the Exhibit Space, please contact the Conference Coordinator:

Josh Fortier
905.845.9430 (ext. 8217)
joshua.fortier@sheridancollege.ca

¹Exhibit Space preferences will be accepted on a first come, first serve basis (after payment is received).



OACUSA 2018 Spring Conference
Waterfront Hotel Downtown Burlington
May 15-18, 2018

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 Space, please ensure they are labeled with the event date (May 15, 2018), your company's name, convener's name ("OACUSA") and the name of the event ("OACUSA 2018 Spring Conference"). 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. Small displays and exhibits that can be carried may be brought into the hotel via the front entrance. Large displays and exhibits or items that need to be rolled in should be brought into the hotel via the rear entrance. There is no elevator access to the Trade Show area.
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.
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 the Conference Coordinator.
10. Wireless High Speed Internet access is available throughout the venue.

Hotel Shipping & Contact Information:

Waterfront Hotel Downtown Burlington
2020 Lakeshore Road
Burlington, Ontario
L7R 4G8
Tel: 905-681-5400



Authorization Form

SPONSOR Representative Information	HOST Representative Information
Sponsor Representative (incl. Business Name):	Host Representative:
Sponsor Business Address:	Host Institution Address:
Signature of SPONSOR Representative:	Signature of HOST Representative:
Dated:	Dated:
Name of SPONSOR Representative:	Name of HOST Representative:
Sponsor Email Address:	Host Email Address:
Sponsor Telephone:	Host Telephone:
Sponsor Fax:	Host Fax:

Please complete pages 5-7 of the Sponsorship Registration Package in their entirety, along with this Authorization Form, and submit them via email to:

Josh Fortier, Sheridan College
 joshua.fortier@sheridancollege.ca

Please send your payments to:

Cheque Payments (payable to OACUSA):
 Sulakshan Sabaratnam, Treasurer
 OACUSA
 c/o Centennial College
 P.O. Box 631, Station A
 Toronto, ON M1K 5E9

Payment by VISA or MasterCard, please contact:
 Sulakshan Sabaratnam
 416-289-5000 ext. 2552
 ssabaratan@centennialcollege.ca

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