



## SPONSOR INFORMATION CHECKLIST GOLD SPONSOR

**Sponsor items are due February 1st.** Items submitted after the deadline may result in a loss of benefits.

### 1. ATTENDEE LIST

- Name and email of individual to receive conference pre-forum registration lists.

### 2. CONFERENCE ATTENDEES

- Following items for your 3 free sponsor attendees
  - Name
  - Title
  - Company
  - Email
  - Mailing Address
  - Phone

### 3. ELECTRONIC BANNER DISPLAY

- 300 dpi JPEG, 1920 pixels X 1080 pixels

### 4. WEBSITE CONTACT INFORMATION & HYPERLINK

- Website URL used to hyperlink the corporate logo sponsor provides
- Contact information to be listed on the website (fields are optional)
  - Company
  - Name, and Title
  - Address, City, State, and Zip
  - Phone
  - Email

### 5. PROGRAM ADVERTISEMENT

- 4.25 inches wide x 5.5 inches tall program advertisement

### 6. COMPANY RECOGNITION & BRANDING

- Company name as you would like it to be read from the podium
- Company name as you would like it printed in conference materials
- Company logo in JPEG format
- Company logo in EPS, or AI, or Vector format

### 7. LINKEDIN ANNOUNCEMENT

- Verbiage for social media post (you will receive 1 post)
- Date and time (morning or afternoon) of desired LinkedIn posts

Thursday, March 6, 2025

7:30 AM - 6:00 PM

Meydenbauer Center | Bellevue, WA

[www.WAEducationForum.com](http://www.WAEducationForum.com)



## 8. SPONSOR DIRECTORY

- Sponsor Directory Information
  - Company
  - Name
  - Address
  - City, State, and Zip
  - Phone
  - Email
  - Website