



**Virtual Office News
Technology Tools for Today ®
T3 Enterprise Conference**

2013

**SPONSORSHIP
OPPORTUNITIES**

**November 3-5, 2013
Westin Rosemont
Rosemont, IL**



Dear Friends:

We would like to extend to you a special invitation to join us for our **2013 Technology Tools for Today® T3 Enterprise Conference**, to be held on November 3-5, 2013 at the fabulous Westin Rosemont Hotel, Rosemont, IL.

If you have exhibited at the Technology Tools for Today® Conference, you already know the benefits of our events: First, T3 gives you access to the highest qualified prospects who come to T3 to make purchase decisions in line with their strategic technology visions, as influenced by you, the sponsor. Second -- and not so obvious to new sponsors -- is the collegiality in the exhibit hall that lends itself to collaboration and deal-making between and amongst T3 sponsors. Many sponsors tell us they benefit as much from the interaction with potential technology partners as they do the attendees. And third, T3 gains more and more press coverage by major news outlets every year, which benefits our sponsors by publicizing their latest expansion efforts and new product/service announcements.

The **2013 Technology Tools for Today® T3 Enterprise Conference** is our inaugural enterprise event, and as such, we are taking a number of steps to insure that it is successful for you. First, every sponsor will be guaranteed a speaking opportunity this year. Second, sponsorship is by invitation only to ensure that all sponsors are of a high caliber. As a recipient of this letter, you are among the select few who we would be proud to have as a partner of ours. Third, we will limit total sponsorships in the first year to approximately 40 in order to insure a good ratio of attendees to sponsors. Fourth, we will encourage attendees to interact with exhibitors the same way we have successfully done at T3. Finally, we will include one or more social events so that sponsors and attendees can get to know each other better in an informal, relaxed setting.

Technology experts **Joel Bruckenstein** and **Bill Winterberg**, along with practice management authority **David Drucker** will co-chair the conference. If you provide technology/practice management support to the financial services firms, this is the one event of the year that specifically targets and connects you to those firms who most need your services.

For 2013, we will be offering three levels of sponsorship-, Platinum, Gold and Silver. Each level's benefits are described in the enclosed sponsorship forms. We are offering your firm the option to garner further recognition with additional sponsorship opportunities listed in the enclosed sponsor forms and available on a first-come/first-serve basis.

Technology leaders such as: **Pershing Advisor Solutions, Envestnet | Tamarac, Fidelity Investments, TD Ameritrade, Salesforce, Morningstar, AppCrown**, along with: **Advent/Black Diamond, and Statpro** and many others have chosen to sponsor the **Technology Tools for Today® T3 Conference**. This event will be a great success, and we sincerely hope to welcome your firm to our family of sponsors.

Please send in your registration form with the required minimum deposit ASAP to reserve your booth now! Sponsorship opportunities are limited, and they will be handled on a first come, first served basis. Booth placement will be determined by sponsorship level and the order in which deposits are received.

Sincerely,

Joel Bruckenstein, David Drucker and Bill Winterberg, Conference Co-Chairs
Technology Tools for Today® T3 Enterprise Conference



SPONSORSHIP

APPLICATION/CONTRACT TO EXHIBIT

2013 *Virtual Office News*
Technology Tools for Today® T3 Enterprise Conference

November 3-5, 2013
Westin Rosemont, Rosemont, IL

Organization (exactly as it should appear in program) _____

Mailing Address _____

City _____ **State** _____ **Zip Code** _____

Phone Number _____ **Fax** _____

Web Address _____ **E-mail** _____

SPONSOR CONTACT NAME (meeting arrangements, accounting): _____

PHONE NUMBER: _____ **E-mail** _____

SPONSOR CONTACT NAME (marketing, advertisements, logos): _____

PHONE NUMBER: _____ **E-mail** _____

SPONSOR CONTACT NAME (Onsite): _____

PHONE NUMBER: _____ **E-mail** _____

Return to: T3 Conference; c/o AIM Meetings; 212 S. Henry Street; Alexandria, VA 22314

Questions: 703-549-9500

Fax: 703-549-9074

Email: pgalanty@aimmeetings.com; wgalanty@aimmeetings.com

SPONSORSHIP



APPLICATION/CONTRACT TO EXHIBIT

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(Choose one of the following)

PLATINUM

GOLD

SILVER

Please see attached page for pricing and benefits!

Booth Selection (Silver / Gold / Platinum) _____

Cost of Booth (Silver=\$8,000, Gold = \$15,000, Platinum = \$25,000) \$_____

**Additional Sponsorship Events or Items: Prices effective as of March 15, 2013.
All previous contracts are null and void.**

See attached form for all opportunities: (Place sponsorship information below: \$_____

_____ \$_____

_____ \$_____

_____ \$_____

Other items available please call for details 703-549-9500

Total Sponsorship Fee Due* \$_____

Special Instructions/Comments:

*** Payment Schedule-**

A non-refundable deposit of \$1,000 is due at the time application is submitted. The remainder of your sponsorship fee balance will be charged to your credit card, or you will be invoiced if paying by check, in equal increments on May 30, July 30 and Sept. 30. (If your application is received after May 30th, then increments will be adjusted accordingly. If your application is submitted after Sept. 30th, total fee will be charged at time of submission).

Payment Method: (Select One)

Visa MasterCard American Express Check (made payable to Virtual Office News, LLC)

If paying by check, you will be invoiced according to payment schedule

Pay Now – Non-Refundable Deposit Check enclosed for \$ _____

Please charge my credit card according to the Payment Schedule set forth in this agreement.

Name on Card: _____ Expiration Date: _____

Card Number # _____ Security Code: _____

Card Billing Address: _____

Card Holder Signature: _____

Send to: AIM Meetings & Events, Inc. Fax: 703-549-9074
 212 South Henry Street, Suite 200, Alexandria VA 22314 Questions: 703-549-9500

Cancellation Policy: Deposits are non-refundable. All cancellations must be made in writing and will be subjected to a \$500 cancellation fee. If cancellation occurs after July 31, 2013 and before September 1, 2013, 50% of the total sponsoring fee agreed upon in sponsor’s Application/Contract to Exhibit will be due and payable with written cancellation. If cancellation occurs on or after September 1, 2013, 100% of the total sponsoring fee agreed upon in sponsor’s Application/Contract to Exhibit will be due and payable with written cancellation. The conference reserves the right to cancel sponsor exhibits if strikes, natural disasters, disruption in the transportation network or other events make it impossible or invasive to hold exhibits. If cancellation occurs under this provision, exhibit fees will be refunded to the extent funded by cancellation insurance. Workshop fees are non-refundable.

AGREEMENT- The undersigned on behalf of the applicant company, its employees, agents, and contractors, agrees to comply with rules and regulations set forth on the “Exhibitor Rules and Regulations.” Exhibitor acknowledges receipt of this document. Once accepted, this completed form is considered binding on both exhibitor and the conference.

Signature- Authorized representative of Sponsor **Company** **Date**

*For Internal Office Use Only:				
Payment	Amount	Date Paid	Method	Notes
Non-refundable Deposit	\$ 1,000	_____	_____	_____
May 30, 2013	\$ _____	_____	_____	_____
July 30th, 2013	\$ _____	_____	_____	_____
September 30th, 2013	\$ _____	_____	_____	_____
_____ Signature- Authorized representative of T3® Conference		_____ Date	_____ Booth Number	

SPONSORSHIP OPPORTUNITIES

PLATINUM (Limit 4)

\$25,000

Benefits Include:

- Double Booth (20 foot length) in Exhibit Hall
- General Session speaking opportunity
- Primary booth location
- Registration for up to five representatives
- Opportunity to insert approved promotional items in conference bags
- Coffee break co-sponsor in the exhibit hall
- Prominent link on conference website
- Company logo on all conference signs

GOLD

\$15,000

Benefits Include:

- Double Booth (20 foot length) in Exhibit Hall
- Breakout Session speaking opportunity
- Secondary Booth location
- Registration for three representatives
- Opportunity to insert approved promotional item in conference bags
- Link on conference website
- Coffee break co-sponsor in the exhibit hall

SILVER
\$8,000

Benefits Include:

- Booth in Exhibit Hall
- Speaking opportunity
- Registration for two representatives
- Recognition on brochure and website

SPONSORSHIP PACKAGE ADD-ONS:

- Hotel Key Cards (one side) price \$ 3,250
- Lanyards price \$ 3,250
- Badge Holders price \$ 3,250
- Daily Newspaper price \$ 1,500
- Pocket Agenda price \$ 1,500
- Elevator Wraps price \$ 3,250
- Wi-Fi Hot Spot price \$ 3,250
- Tote Bags price \$ 3,450
- Cell Phone/I Pad Charging station price \$ 2,950
- Sponsor a lunch price \$ 5,000
- Sponsor a breakfast price \$ 3,000
- Sponsor the cocktail reception price \$ 5,500
- Web Agenda sent to each participant price \$ 2,750

EXHIBITOR RULES AND REGULATIONS

1. Contract for Space

The receipt by the conference of your signed Application/Contract to Exhibit accompanied by payment of the initial required deposit will constitute a reservation for booth space. All approved applications will be accepted on a first come/first serve basis. Once allotted space has been filled, a waiting list will be maintained with space assigned if it becomes available or in the event of a cancellation. The conference reserves the right to cancel all or part of the conference and shall be obligated only to return that portion of prepaid exhibit fees not expended or committed.

2. Exhibitors

All exhibitors must meet the following criteria:

- A. Uphold the highest standards and professional image of Professional Financial Planners
- B. Exhibit only products or services which directly relate to technology solutions for Professional Financial Planners.
- C. Agree not to sell any products or services.

3. Exhibit Regulations

- A. No private functions may take place during the conference without prior consent of conference management.
- B. Set up displays in accordance with the items specified by the conference. Material displayed must be educational in nature. All exhibits must be confined to the booth assigned. Storage of all literature and catalogs must be on or under the tables provided.
- C. No audio presentations are permitted.
- D. Occupy the booth space rented. At least one representative must be at the booth during all published exhibit times.
- E. You may distribute give-aways of your choice and have private drawings for door prizes at your booth.
- F. Use the official on-site service contractor for drayage, rigging, electrical, plumbing, vacuuming, custom cleaning and all booth furnishings including audio/visual equipment and labor necessary to complete stated services. The service contractor will be informed of all accepted exhibitor applications. Exhibitors assume all responsibility for set-up, removal, maintenance and use of the exhibit area, including fees incurred as a result of such use. Security will only be provided overnight only.
- G. Agree to abide by all laws, ordinances and regulations. Exhibitors shall not engage in illegal activities.
- H. The conference reserves the right to limit or change categories of products which may be exhibited or to prohibit any exhibit which it determines in its discretion may diminish the goodwill of the conference. If an exhibit is prohibited for these reasons the conference may refund exhibit fees.

4. Assignment

Exhibitors are prohibited from transferring or assigning their designated booth space.

5. Liability

- A. Exhibitor agrees to assume all risks of loss, injury, theft or damage of any kind to any exhibit or component thereof, and to assume all liability for damage to property, person or persons arising from accidental or other causes incidental to operations of exhibit and hereby releases the conference, attendees, representatives, and employees of Hilton Anatole Hotel from any and all claims of injury, loss or damage.
- B. The conference expressly disclaims all liability, expressed or implied, for the truth or legality of the content of any exhibit or material distributed.

6. Enforcement

The conference reserves the right to refuse or revoke any person or company from the exhibited area. And the conference may amend, add or delete from these resolutions as it deems necessary and such shall be fully binding on exhibitors.

7. No Use of Name

Exhibitor acknowledges that the conference is the sole owner of its name and marks in any advertising or other communication. Exhibitor may not utilize the conference verification/acceptance process in any ways to state or imply an endorsement of its products or services by the conference. Exhibitor agrees to indemnify the conference from any loss or damages arising from violation of this rule or from any communication which states or implies endorsement or the exhibitor or its products or services by the conference.

8. Impossibility

The conference reserves the right to cancel the exhibits if strikes, natural disasters, disruption in the transportation network or other events make it impossible or inadvisable to hold events. If cancellation occurs under this provision, exhibit fees will be returned to the extent funded by the exhibitor's insurance.

Signature _____

Date _____