

Hello,

Thank you for your interest in supporting the Vermont School Custodians and Maintenance Association (VSCMA) Plant Operation and Maintenance Conference, we appreciate your interest and support.

This email is packed full of information such as the schedule for the day and the different sponsorship levels, so please keep reading! The link to register is at the end.

2024 VSCMA Annual School Plant Operation and Maintenance Conference
June 20, 2024, Hartford High School, White River, Jct., VT
The School Plant Operations and Maintenance Conference is a full day conference for K-12 facilities professionals, including custodial, maintenance, grounds, and directors.

WEDNESDAY JUNE 19

Set up is between 1 and 4:30 pm. You can also set up on Thursday morning

THURSDAY JUNE 20

Doors open at 6:30 am, Registration and Vendor Visitation begins at 7 am

Coffee and bagels will be delivered at 6:30

When entering by the main driveway, please drive around to the left to reach the gym.

SCHEDULE FOR THE DAY

7- 8:55 Conference Registration and Participants Visit Vendors.

9 - 10:15 Opening Session and Keynote Presentation

10:20 - 11:20 Workshop Session 1

11:25 - 12:25 Lunch and Participants Visit Vendors.

12:30 - 1:15 General Session

1:20 - 2:20 Workshop Session 2

2:25 - 3:25 Workshop Session 3

3:30 Vendor door prize drawing and adjourn

- We understand that vendors may need to pack up and leave prior to 3:30 for travel reasons. We do not have rules regarding early departure.
- We ask vendors to please donate a door prize for participants, we hold a door prize drawing at the end of the day.
- Every person who staffs your exhibit table(s) must be registered. The cost is \$50 per person and the fee helps cover lunch costs. Thank you.
- Each table is an 8-foot, uncovered banquet table.
- ALL cleaning products displayed, promoted, or sold, MUST be in compliance with Vermont Act 68, *The Vermont Green Cleaning Products Law*. A summary of Act 68 is attached [HERE](#).

Premium Sponsor Opportunities and Benefits

Consider these premium sponsor opportunities for additional exposure. Sponsors will receive varying levels of visibility at the conference appropriate to their investment.

PLATINUM SPONSORSHIP: \$1,500.00 ea.

- Company banner displayed at main conference entrance for duration of event
- Announced recognition during opening remarks and general sessions
- Logo placement in the conference program and primary placement on signage at the event
- Listing on the conference website with a link to your company website
- One complimentary table space (\$350.00 value) (additional tables for display available for purchase)
- One complimentary registration for company staff (\$50 value)

BREAKFAST/LUNCH SPONSORSHIP: \$900.00 ea.

- Announced recognition during opening remarks and general sessions
- Listing in the conference program and signage at the event
- Listing on the conference website with a link to your company website
- One complimentary table space (\$350.00 value) (additional tables for display available for purchase)
- One complimentary registration for company staff (\$50 value)

EXHIBIT FEE: \$350.00 for the first table, which includes registration for 1 company representative. \$250 for each additional table. Additional company representatives may attend for a \$50 per person registration fee.

Cancellation Policy:

Sponsors and Vendors who cancel up to 3 weeks in advance get 100% refund; 2 weeks in advance, 50% refund, under 2 weeks, no refund is available.

If you are interested in sponsoring, [you may use link to register](#)

Thank you,
Kristi

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