

Thank you for your partnership! We look forward to seeing you in Panama City Beach!

This guide outlines all the information you'll need to ensure you get the most out of your sponsorship. Please reach out should you have any questions about the information contained within this guide.

SEND ALL ITEMS TO:

Hannah Hall hhall@kenilworth.com

Proudly Presented By:



Hosted By:



** PLEASE NOTE THAT SOME ITEMS LISTED MAY NOT BE INCLUDED WITH YOUR SPONSORSHIP.
PLEASE REFER TO YOUR CONTRACT FOR SPECIFIC DETAILS. **

Company Logo - Due: Upon Contract

PLEASE SEND EACH OF THE FOLLOWING AS SOON AS POSSIBLE:

- Full Color Logo: high-res (300 dpi) in at least one of the following formats: .jpg, .png, .eps, or PDF
- Solid White Logo: high-res (300 dpi) in at least one of the following formats: .jpg, .png, .eps, or PDF
- URL that the company logo should link to

Company Listing - Due By: December 18, 2024

PLEASE PROVIDE THE FOLLOWING INFORMATION FOR EACH ATTENDING MEMBER OF YOUR ORGANIZATION:

- · Company Name
- Contact Name
- Title
- Email Address

*PLEASE ENSURE THAT ALL INFORMATION PROVIDED TO US IS CORRECT AND EXACTLY AS YOU WISH FOR IT TO APPEAR IN THE CONFERENCE PROGRAM.

Program Ad - Due By: January 8, 2025

PLEASE CHECK YOUR SPECIFIC CONTRACT TO DETERMINE WHICH OF THE FOLLOWING WE WILL NEED FROM YOU:

- Full Page Ad: 6.5" x 9.50 " (Preferred Format: 300 DPI, PDF)
- 1/2 Page Ad: 6.5" x 4.75 " (Preferred Format: 300 DPI, PDF)

IF YOUR SPONSORSHIP INCLUDES AN AD IN THE PRE-CONFERENCE ISSUE OF *CONVENTIONSOUTH* MAGAZINE, PLEASE SEND THE FOLLOWING:

- 1/2 Page Ad
 - Bleed: 8.5" x 5.75 " (Preferred Format: 300 DPI, PDF)
 - Non-Bleed: 7" x 5 " (Preferred Format: 300 DPI, PDF)

Video/Mic Time - Due By: January 15, 2025

IF YOUR SPONSORSHIP INCLUDES MIC TIME OR THE OPTION TO PLAY A PROMOTIONAL VIDEO, PLEASE SUBMIT YOUR VIDEO/PRESENTATION SEVERAL WEEKS IN ADVANCE. OUR TEAM IS COMMITTED TO EXCELLENCE AND WILL REQUIRE AN ADEQUATE AMOUNT OF TIME TO TEST AND TIME OUT THE PRESENTATIONS/VIDEOS.

Video Specs: Up to 3:00 minutes long (.mp4 format preferred)

Social Media - Due By: See Below

MATERIALS NEEDED 7 DAYS PRIOR TO DESIRED POST DATE.

PLEASE COORDINATE POST DETAILS WITH HANNAH HALL (HHALL@KENILWORTH.COM). YOUR POSTS WILL BE POSTED ON THE SOCIAL MEDIA PAGES BELOW:

- · Facebook: Rendezvous South
- Instagram: @rendezvoussouth
- LinkedIn: ConventionSouth Media Group

E-Broadcast - Due By: See Below

MATERIALS NEEDED 30 DAYS PRIOR TO SEND DATE.

- HTML, including embedded hyperlink(s) and image(s)
- Subject line
- Optional: list seeds
- Maximum width of 750 pixels, no height restriction.

Promotional Items - Due: February 19 - 24, 2025

AS IT IS VERY IMPORTANT TO US THAT WE DO NOT OVERLOOK, MISPLACE, OR MISUSE YOUR ITEMS, PLEASE SEND US A DESCRIPTION OF WHAT YOU PLAN TO SEND AND HOW YOU INTEND FOR THOSE ITEMS TO BE USED. EXAMPLE: SUNGLASSES IN REGISTRATION BAGS, MINTS FOR LUNCHEON TABLES

- On the box, please indicate team name and shipment purpose: booth, registration bag item, or sponsorship item.
- Email us your tracking numbers (This helps us make sure your items don't go missing!)
- Send enough items for 200 conference attendees to the following address:

PROMO/SPONSORSHIP ITEMS:

PCB EVENT CENTER @ EDGEWATER BEACH RESORT C/O RS2025 - A PEEBLES 520 RICHARD JACKSON BLVD. (CONFERENCE CENTER) PANAMA CITY BEACH, FLORIDA 32407 (850) 235-4956

BOOTH SETUP ITEMS:

PCB EVENT CENTER @ EDGEWATER BEACH RESORT
C/O RS2025 - YOUR TEAM NAME
520 RICHARD JACKSON BLVD. (CONFERENCE CENTER)
PANAMA CITY BEACH, FLORIDA 32407
(850) 235-4956

HANDLING FEES:

\$10.00++ PER BOX UNDER 40 LBS. \$20.00++ PER BOX OVER 40 LBS BUT UNDER 75 LBS. \$40.00++ PER BOX 75 LBS OR MORE \$150.00++ PER EACH PER PALLET BOXES 75 LBS. OR MORE SHOULD ARRIVE ON A LIFT GATE TRUCK. BOXES WILL BE BROUGHT DIRECTLY TO YOUR POD.

TO CREATE AN ACCOUNT AND PAY, FILL OUT THE LAST PAGE AND EMAIL TO <u>DABRAMS@RCHOSPITALITYSOLUTIONS.COM</u>

(FOR SHIPPING QUESTIONS, PLEASE USE THE EMAIL ABOVE TO CONTACT DEBRA ABRAMS OR ANYONE LISTED BELOW)

STILL HAVE QUESTIONS? CONTACT US!

For Marketing & Sponsorship Fulfillment

Amy Peebles

Sponsorships & Event Marketing Manager apeebles@kenilworth.com

For General Conference Details & Event Info

Ashley Strickland

Event & Operations Manager astrickland@conventionsouth.com

For Sponsorship Sales & ConventionSouth Magazine

Tiffany Burtnett

Associate Publisher tburtnett@conventionsouth.com





Credit Card Authorization Form

Please complete all fields.

Card Holder Information	
Group/Business/Account Name:	
Function ID/Contract #:	Contact Name:
Phone Number:	Email Address:
Billing Address:	
Credit Card Information	
Card Type:	□ Discover □ AMEX
Cardholder Name (as shown on card):	
Card Number:	
Expiration Date (mm/yy):	CVV (3 Digits on back of card):
ZIP Code:	
Authorized Charge Amount:	
*** For Tax Exempt Entities: To retain tax exempt status Cardholder Name must match the name listed on the Tax Exempt Certification issued by the Florida Department of Revenue	
I,	
my information will be saved to file for future transactions on my account.	
Customer Signature Dat	<u> </u>

Please Fax/Email to:
Paloma Keasey
Director of Accounting
(850) 235-7317
pkeasey@rchospitalitysolutions.com