



Black Faculty and Staff Association

THE UNIVERSITY OF
ALABAMA® | Black Faculty *and*
Staff Association

Faculty and Staff Professional Development
Day
April 9, 2020
Bryant Conference Center
Tuscaloosa, AL
7:45am - 3:00pm CST
Registration Required

Vendors Contact: Chad L. Jackson at cljackson12@ccs.ua.edu
205-348-5355

Detailed Sponsor/ Exhibitor Information and Registration Form

We would like to invite you to be a sponsor/exhibitor at the **2020 BfSA Faculty & Staff Development Conference, April 9, 2020**. You will have the opportunity to spotlight your company to the participants of our conference as well as attend the Conference Lecture Sessions with your sponsorship. This year we will have the Faculty & Staff from: Stillman College, Shelton State Community College, and many Campus Organizations and Community Partners of The University of Alabama at Tuscaloosa. Please tour our website for additional information; bfsa.ua.edu.

Sponsor/Exhibitor Hours:

Sponsor/Exhibitor set up will take place on Thursday, April 9th, 2020 from 6:45am – 7:45am. The exhibit area will be open to Conference attendees from 7:45am – 4:00pm, excluding lunch from 12noon to 1pm. The exhibit booths must be broken down and area reasonably clean and cleared by 5:00pm.

Payment Terms and Conditions: for inclusion in the published Program, we must receive your completed Sponsor **registration and payment** by March 1, 2020. Sponsor registration must be **paid in full** by March 1, 2020.

Refund Policy: Cancellation notifications prior to February 29, 2020 will be issued a 50% refund. No refunds will be issued after March 15, 2020.

Shipping and Packages: All packages must include the name of our Group and the date of the event and may not be received earlier than three (3) business days prior to the scheduled event set-up date of **4/9/2020**. A \$5.00 charge per package, per day will be charged for packages received more than three (3) business days prior to the scheduled event set-up. The venue accepts no responsibility or liability for the delivery, security, return, or condition of the packages.

Payment Instructions: You may mail the payment or you call the College of Continuing Studies registration office (205-348-3000) and they can take your Credit Card payments over the phone (please mention program number **X3-914-20**). Please indicate the event name, date, and your sponsorship level. All Campus Partners, Departments, and Organizations may use a Departmental Transfer Authorization Form you *must* list program number **X3-914-20**.

Sponsor/Exhibitor Information

April 9, 2020

8am-5pm

Our 2020 Venue: The Bryant Conference Center: BCC.UA.EDU



The Bryant Conference Center is located in the heart of Tuscaloosa on The University of Alabama campus and is West Alabama's premier meeting facility. Named for legendary, hall-of-fame Coach Paul "Bear" Bryant, the conference center is the jewel of **The College of Continuing Studies**.

Sponsor/Exhibitor Information and Registration Form

April 9, 2020

Sponsor/Exhibitor Levels

Benefits at a Glance	Elite \$2,000.00	Platinum \$1,500.00	Gold \$1,000.00	Silver \$500.00	Bronze \$250.00
Brief Speaking Opportunity at the Opening Session	✓				
Recognition During Opening and Closing Session	✓	✓	✓	✓	
First Right of Renewal for 2021	✓	✓			
Premier Acknowledgement in all Communications & Opportunity to Customize Sponsorship	✓	✓	✓		
Special Recognition on BFSA Social Media Platforms	✓	✓	✓	✓	
Advertisement in Conference Program	✓	✓	✓	✓	
Number of Employees Free Registration	UL	UL	4	3	2
Company Promotional Materials in Attendee Bags (Handouts)	✓	✓	✓	✓	✓
Recognition on Conference Website with Company Hyperlink	✓	✓	✓	✓	✓
Digital Signage Only - \$200.00					

Black Faculty and Staff Professional Development Conference

Sponsor/Exhibitor Registration Form **Program Number X3-914-20**

April 9, 2020

Date _____

Company Name _____

Primary Contact _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

Email _____

Name of Attendee(s) _____

☐ I agree to sponsor the 2020 BFSA Faculty & Staff Development Conference at the _____ level and I agree to pay \$ _____. I understand that this amount must be paid by **March 1, 2020.**

Method of Payment: ☐ Check or DTA (Campus Partners) or FOAP

All sponsors/exhibitors should RSVP to:

The University of Alabama Registration Services

Program Number X3-914-20 • College of Continuing Studies 870388 • Tuscaloosa,
Al 35487

• Office (205) 348-5355 • (Payment) 205-348-3000 • email: cljackson12@ccs.ua.edu