



204 - 2639 Portage Avenue, Winnipeg, MB R3J 0P7
Phone: 204-837-3044 Email: cosl@mbteach.org
www.cosl.mb.ca www.mbteach.org

EXHIBIT & SPONSORSHIP OPPORTUNITIES
February 14 and 15, 2019
The Fort Garry Hotel, Spa and Conference Centre
Winnipeg, Manitoba

The Council of School Leaders of the Manitoba Teachers' Society invites you to participate in our **Annual Winter Conference**. **This year's date is February 14 and 15 with the conference being held at The Fort Garry Hotel, Spa and Conference Center.** We are offering exhibit spaces and sponsorship categories, giving you an opportunity for to profile your company or organization. We anticipate that the 2019 event themed *Comprehensive School Health: Our School* will attract approximately **250** principals, vice-principals, divisional and department leaders as well as educator teams from cities and towns throughout Manitoba. We have an excellent line-up of keynote presenters including MLA Wab Kinew, Shannon Gander, Chris Downey and Dr. Pamela Osmond-Johnson in addition to 18 breakout sessions!

We have listened to our exhibitor feedback from the past. We realize that our numbers were down last year and that you felt that the foot traffic was less than in other years. You also told us that the exhibitor booth locations were less than ideal. We want to work with you to make your experience at our conference as beneficial to you and your business as possible. With this in mind, we are offering the following for our **2019 Winter Conference**:

- **Registration fee:** It will be based on the number of participants. For the past several years, our exhibitor fees have been around \$500 and our attendance has been between 275 and 350 participants. So to compensate for the reduced numbers we are offering the following rates:
 - \$400 basic registration, if our number of registrants is over 250 the fee will go up to \$450 and if we reach 300 participants the fee will max out at \$500.
 - For your fee you will have access to one booth/table space, morning and afternoon refreshments and 1 ticket for lunch on Thursday and breakfast and lunch on Friday. If more than one person is manning your booth there will be an extra charge of \$40 per person per day to offset the extra meal expenses.
- **Exhibitor Space:** We are going to try to avoid having exhibitors on the second level of the conference site. We are hoping to have exhibitors located in the hallways leading up to the main hall and/or located directly in the main hall around the perimeter of the hall. We are hoping that this will provide maximum exposure for your business.



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Please contact Loretta Carroll, Senior Executive Assistant of The Manitoba Teachers' Society at 204.831.3082 or lcarroll@mbteach.org to begin the registration process. She will provide you with your log-in credentials so that you need to complete the online registration. You will have the option to pay through PayPal or by cheque.

Myself and Loretta, are at your service to provide you with any assistance or additional information that you may require. You can reach me at the COSL Office (204) 837-3044, on my cell at (204) 299-3927 or e-mail cosl@mbteach.org. You can reach Loretta at her information listed above. On behalf of the COSL Conference Planning Committee, we hope that you will join us as a partner in this excellent opportunity to profile your company or organization and to meet with Manitoba's key school leaders.

We look forward to the opportunity of working with you in 2019!

Sincerely,

Myles Blahut

Chairperson, Council of School Leaders of The Manitoba Teachers' Society



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LOGISTICS

Pricing & Payment: Pricing is in Canadian dollars and includes Goods and Services Tax. GST Number 84017 9832. Once you have completed your online registration please follow the payment instructions provided on your invoice and confirmation.

Booth assignment: Regular exhibit space will be assigned on a first-come, first-serve basis. Platinum level sponsors will get first selection.

Cancellation Policy: A refund of fees minus a \$50.00 administration fee will be issued for any cancellation with 45 days-notice. With less than 45 days-notice there will be no refund.

Registration Deadline: Monday, February 11, 2019

Exhibition Space:

- 10' wide x 6' deep area, pipe and drape (8' high backdrop and 3' high side curtains)
- one 6' or 8' skirted table and two chairs
- Also includes lunch for Thursday and breakfast and lunch for Friday for a single booth attendant
- All booths include free Wifi
- Electrical Service is available
- Exhibition hours are planned for Thursday, February 14, 2019, 7:30 a.m. to 4:00 p.m. and Friday, February 15, 2019, 7:30 a.m. to 1:00 p.m.



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SPONSORSHIP

PLATINUM LEVEL SPONSORSHIP

All Platinum Level Sponsorship include an Exhibitor Booth

Conference Lunches - \$4000 (Two available)

- Sponsor recognition sign at meeting room entrance
- Company brochure at each place setting and/or in delegate kit
- One prime exhibit space
- Recognition by MC at lunch
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage

Hot Breakfast - \$4000 (One available)

- Sponsor recognition sign at meeting room entrance
- Company brochure at each place setting and/or in delegate kit
- One prime exhibit space
- Recognition by MC at lunch
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage

Keynote Plenary Sessions - \$2000 (Four available)

- Sponsor recognition sign at meeting room entrance
- Company brochure at each place setting and/or in delegate kit
- One prime exhibit space
- Recognition by MC at lunch
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage

Reception - \$2500 (One available)

- Individual sponsor recognition sign at meeting room entrance
- Company brochure at each place setting and/or in delegate kit
- One prime complimentary exhibit space
- Recognition by MC at lunch
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage



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Conference SWAG - \$2500 or product donation (One available)

- Provide a promotional item with your company logo on it to be distributed to all participants
- Company brochure inserted into delegate kit
- One prime exhibit space
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage

GOLD LEVEL SPONSORSHIP

Gold Level Sponsorship

Breakout Sessions - \$750 (18 available)

- Individual sponsor recognition sign at meeting room entrance
- Company brochure on each chair at session
- One exhibit space
- Recognition by moderator in opening remarks
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage

Refreshment Breaks - \$1000 (Four available)

- Company brochures placed at food & beverage stations
- One exhibit space
- Recognition by MC during the conference
- Recognition in Conference Program
- Recognition in listing of Conference sponsors on Conference signage

Additional Booth Attendant

There is no cost for adding additional booth attendants. There is an additional \$40 per day per extra booth attendant to cover the cost of lunch and refreshment breaks.

Wednesday Set-up time to be determined

Thursday	7:00 a.m. – 7:30 a.m.	Load In / Set-up
	7:30 a.m. – 5:30 p.m.	Exhibition Hours

Friday	7:30 a.m. – 1:00 p.m.	Exhibition Hours
	1:30 p.m. – 2:00 p.m.	Teardown

Location: The Fort Garry Hotel, 222 Broadway, Winnipeg, MB www.fortgarryhotel.com

Hotel Accommodations: The Fort Garry Hotel

Room Rates: Queen \$159.00 plus taxes King or 2 Doubles \$169.00 plus taxes.

Please contact the hotel and use the room code “1123B0” by **January 14, 2019**.

Phone: 204-942-8251 Toll Free: 1-800-665-8088 Email: resevations@fortgarryhotel.com