



## 2013 Sponsorship Commitment Form Instructions

Please use this form to reserve space in the 25<sup>th</sup> Annual Southern California Mediation Association Conference, *Crisis and Opportunity: Expanding the Field of Conflict Resolution*. The conference will take place on Saturday, November 2, 2013, at the Pepperdine University School of Law.

### (1) Complete Contact Information

Please fill out contact information in its entirety. We will use this information for all e-mail notifications, invoices, and other information.

### (2) Select Sponsorship Level

Please select your desired sponsorship level. Refer to the Sponsorship Level Form for a listing of the benefits that are included with each sponsorship level.

### (3) Sign, Date, and Submit Your Form

Please sign and date the form and submit it via fax, e-mail or mail. You will receive confirmation of receipt within 24-48 hours. A PDF of your invoice will be delivered to the contact's e-mail address within 5 to 10 business days.

- Fax: (866) 441-1810
- E-mail: [info@scmediation.org](mailto:info@scmediation.org)
- Mail: SCMA Administration, PO BOX 3205, Huntington Beach, CA 92605

### (4) Please Note the Deadlines

Forms indicating the sponsor's level of commitment are due by September 27, 2013. Payment is also due by September 27, 2013. Sponsors must provide their promotional material to be included in conference materials by September 27, 2013. Please note that sponsors are required to provide the correctly sized ad in .GIF, .JPG, or .JPEG formats only.

### (5) Cancellations

Cancellations must be submitted in writing up to 30 days prior to November 2, 2013, to receive a full refund. Due to program demand and the volume of preprogram preparations, cancellations received less than 30 days from the start of the program are subject to full payment.



Sponsorship Commitment Form

25th Annual Southern California Mediation Association Conference:
Crisis and Opportunity: Expanding the Field of Conflict Resolution.

Saturday, November 2, 2013

Pepperdine University School of Law

When complete, please send form via fax, e-mail, or mail:

Fax: (866) 441-1810, E-mail: info@scmediation.org

Mail: SCMA Administration, PO BOX 3205, Huntington Beach, CA 92605

Contact name: \_\_\_\_\_

Date: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Industry: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone: \_\_\_\_\_

What company link would you like to have listed on the SCMA's conference web page?

Selected level of sponsorship: \_\_\_\_\_ Total commitment amount: \_\_\_\_\_

Authorized representative name/title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\* By signing here I agree to the terms of the attached cancellation/refund policy. Please note that all options are based on availability.

PAYMENT

By check: Please make check payable to SCMA. Mail to: SCMA Administration, PO BOX 3205, Huntington Beach, CA 92605.

By credit card: Fax your credit card information to: (866) 441-1810.

Select: Master Card \_\_\_ Visa \_\_\_ Amex \_\_\_ Discover \_\_\_

Credit card number: \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_

Name on card: \_\_\_\_\_ Exp. date: \_\_\_\_\_

Credit card billing address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Levels of Sponsorship

Sponsorship Items	Cost	Registrations Included	Benefits	Select
<b>VIP Sponsor</b>	\$5,000	5	<ul style="list-style-type: none"> <li>- Acknowledgment at conference</li> <li>- Back cover ad in conference program</li> <li>- Promotional inserts in conference materials (up to two items)</li> <li>- Ad with website link on SCMA conference web page</li> <li>- One exhibit table</li> </ul>	
<b>Diamond Sponsor</b>	\$2,500	3	<ul style="list-style-type: none"> <li>- Acknowledgment at conference</li> <li>- One full-page ad in conference program</li> <li>- Promotional insert in conference materials</li> <li>- Ad with website link on SCMA conference web page</li> <li>- One exhibit table</li> </ul>	
<b>Emerald Sponsor</b>	\$1000	2	<ul style="list-style-type: none"> <li>- Acknowledgment at conference</li> <li>- One full-page ad in conference program</li> <li>- Ad with website link on SCMA conference web page</li> <li>- One exhibit table</li> </ul>	
<b>Platinum Sponsor</b>	\$750	1	<ul style="list-style-type: none"> <li>- One half-page ad in conference program</li> <li>- Ad with website link on SCMA conference web page</li> <li>- One exhibit table</li> </ul>	
<b>Gold Sponsor</b>	\$500	0	<ul style="list-style-type: none"> <li>- One quarter-page ad in conference program</li> <li>- Ad with website link on SCMA conference web page</li> <li>- One exhibit table</li> </ul>	
<b>Silver Sponsor</b>	\$250	0	<ul style="list-style-type: none"> <li>- One quarter-page advertisement in conference program</li> <li>- Ad with website link on SCMA conference web page</li> </ul>	
<b>Bronze Sponsor</b>	\$100	0	<ul style="list-style-type: none"> <li>- One business card-sized advertisement in conference program</li> <li>- Ad with website link on SCMA conference web page</li> </ul>	

If you have any questions, please contact Shazi Rastegar at [srastegar@mac-sg.com](mailto:srastegar@mac-sg.com).