



Annual Conference on Financial Education™

presented by the INSTITUTE FOR FINANCIAL LITERACY®

April 17-19, 2023

The Royal Sonesta San Juan
Carolina, Puerto Rico

Sponsor Packet

The Annual Conference on Financial Education promotes the effective delivery of consumer financial products, services and education by hosting a national event for professionals providing these services. The Conference is a showcase for financial education success stories, offering attendees proven strategies, tips and techniques to achieve intended outcomes, funding goals and program sustainability.

2023 ACFE SPONSOR LEVELS & BENEFITS

	EIFLE	Networking	Break	Sponsor	Supporter	Exhibitor
Speaking Opportunity 10-15min dinner remarks	✓					
Exclusive Sponsorship Only 1 spot available	✓					
Podium Acknowledgement Sponsor will be mentioned in opening and closing remarks	✓	✓	✓			
Signage Logo on signage for coordinating event	✓	✓	✓			
Program Logo Logo on agenda/program	Large	Large	Medium	Medium	Small	Small
Attendee Bag Item(s) Sponsor may provide item(s) to be included in the attendees' welcome bags	3	2	2	1	1	
Email Recognition Will be listed as a sponsor on official email marketing	✓	✓	✓	✓	✓	
Sponsor Ribbon Sponsor ribbon on attendee badge of each sponsor representative	✓	✓	✓	✓	✓	
Exhibit Table 6' Foot Table and 2 Chairs	✓	✓	✓	✓	✓	✓
Conference Attendance General Attendee Registration	5	4	3	2	2	1



Sponsor Registration Form

YES! I will support the Annual Conference on Financial Education at the following level:

EIFLE Sponsor \$10,000	Networking Sponsor \$7,500	Break Sponsor \$5,000	Sponsor \$2,500	Supporter \$1,500	Exhibitor \$750
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Will you be using your complimentary Exhibitor Table? ☐ YES ☐ NO

Contact Details

First Name: _____ **Last Name:** _____

Title: _____ **Organization:** _____

Address: _____

Phone: _____ **Email:** _____

Sponosr Details

Organization Name (as it should appear in marketing): _____

Address: _____

Website: _____

Please complete and return this page to rgordon@financiallit.org with the following attachments:

- **Company Logo**
- **Company Description**
- **Preferred Method of Payment**

For each conference registration you would like to use, please send the attendee's name and email address to conference@financiallit.org.

Thank you for supporting the ACFE Online!

Sponsor Agreement

1. Eligibility: The Institute shall at its sole discretion determine the eligibility of a company, product or service for inclusion in the exhibit hall. Eligibility is contingent upon Exhibitor's compliance with the terms and conditions set forth herein.

2. Liability: Exhibitor waives any and all claims, for any reason and to the fullest possible extent allowed by law, against the Institute, its agents or employees and the lessors or owners of the exhibit facilities for any actions, losses, cost, damages, claims, theft or expenses relating to Exhibitor's property or bodily injury to its agents, representatives or employees. Exhibitor must leave the exhibit space in the same condition as it was found. Exhibitor or its representatives shall not injure or deface the walls, columns, floors, or furniture of the exhibit facilities. All property destroyed or damaged by Exhibitor or its representatives must be replaced in its original condition by Exhibitor at its own expense.

3. Character: The character of exhibits is subject to approval by the Institute. Distribution of promotional or marketing materials of any kind is limited to the confines of the Exhibitor's booth. Exhibitor may not leave materials in registration areas, meeting rooms, guest rooms or other facilities of the convention hotel without the permission of the Institute.

4. Substitution: Exhibitor may not assign or sublet any portion of the space assigned without the written permission of the Institute. Exhibitor may not display any article not regularly manufactured or handled by Exhibitor nor may Exhibitor distribute marketing or promotional materials for another company without the written permission of the Institute.

5. Private Functions: Exhibitor agrees not to hold private functions and/or host hospitality suites during the scheduled hours of the conference or its related functions without the written permission of the Institute.

6. Exhibit Assignments: The Institute reserves the right to determine location assignments and to make changes at any time, as it may in its sole discretion deem necessary.

7. Exhibit Set Up/Break Down: Exhibitor must be set up and be fully operational by 8:00 a.m. on April 17. All exhibit booths must remain open for the entire duration of the conference. All exhibits must be removed by 1:00 p.m. on April 19. Anything leftover will be discarded.

8. Storage: Exhibitor shall be responsible for storing all shipping and packing materials out of sight while the conference is in session. The Institute and the Royal Sonesta San Juan are not responsible for the storage of any display materials or empty crates.

9. Electrical and Internet Services: Access to electrical outlets and internet connections may be obtained from the exhibit facilities at additional cost. All electrical work must be ordered through and installed by the exhibit facilities to ensure that it will meet necessary safety requirements. Exhibitor should contact the exhibit facilities for more information about electrical and internet needs. Exhibitor is responsible for all related fees.

10. Handling: Exhibitor shall be responsible for arranging its own shipment of materials to and from the Royal Sonesta San Juan. All shipments to the hotel shall arrive no more than 5 days earlier than the Exhibitor. Exhibitor should contact the exhibit facilities for more information about freight receipt policies and charges. Exhibitor is responsible for all related fees.

11. Security: The Institute and the exhibit facilities will not provide security for the exhibit area. Neither the exhibit facilities nor the Institute is liable for or insures against damage to or theft of Exhibitor property.

12. Compliance with Laws: Exhibitor must comply with all local laws, rules, regulations and ordinances or they will be asked to leave the conference.

13. Amendment to Rules: The Institute reserves the right to change or add terms and conditions as it shall deem necessary.

14. Inclusion of Marketing Materials: All logos and other marketing paraphernalia included in sponsorship level are due to rgordon@financiallit.org no later than February 1, 2023.

By signing below, the Sponsor accepts the terms spelled out in this exhibit agreement.

Signature: _____ **Date:** _____

Please return Pages 3-5 of this Sponsor Packet to rgordon@financiallit.org

Exhibitor Table will not be assigned without payment and signed Sponsor Agreement.

Only 12 Exhibitor Tables are available for the 2023 ACFE.