Sponsorship Agreement

Thank you for agreeing to sponsor one of the monthly meetings for the Human Resource Association of So NJ, a SHRM Chapter. We look forward to your attendance and learning more about your organization. Below is a summary of benefits and responsibilities.

Company Name:

Representative:

Meeting Date Sponsoring:

Costs (paid at least 3 weeks in advance): $250 (includes 1 meal – $45 for additional person)

**Sponsorship benefits:**

   Exclusive sponsorship for designated dinner meeting

  Your logo and website link on:

* + HRA’s website, once paid, for entire program year (Sept thru June)
	+ Email meeting announcements

   A location at the meeting to display your company banner and materials (or distribution at tables)

   Sponsorship recognition on media announcements

   Five (5) minutes of time, at the beginning of the meeting, to make a presentation to the Human Resource professionals in attendance

   Identified as the meeting “Sponsor” on name tag

   On each table at the meeting a tent card will be placed identifying your organization as the sponsor and your contact information (name, email and telephone number)

**Sponsors Responsibility:**

  Your logo and website link forwarded (will not be displayed until payment is received)

  Material for distribution or display brought to the sponsored meeting

  Banner or other display to be delivered and put up by sponsor

  Adherence to time allocated for sponsor presentation at sponsored meeting

  Ensure invoice payment (separate document) is processed and received by HRA at least 60 days prior to sponsored event. Note: Logo and link will be posted on website as soon as we receive payment and remain for balance of program year.

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Authorized Company Representative Date