







## EVENT SPONSORSHIP DETAILS

Our Corporate Event Sponsorship Package has been split into Sponsorship Units. Each event has been assigned a certain number of units, depending upon historical attendance and importance. Each Sponsorship Unit corresponds to CD\$1000. At all events, an alphabetized list of the Sponsors will be displayed or screened at a prominent location, and depending on the event, side tables or space will also be provided for signage or chat by conference attendees.

A brief summary of the events planned for this conference and for which we solicit kind corporate sponsorship is as below.

Item #	Event	Status
1	<p><b>Conference Reception at the Hyatt Hotel: (4 Units)</b>                      The Conference Welcome Reception is held on Sunday evening from 6:00 to 8:00 PM. The main purpose of this event is to encourage interaction among the conference attendees, and promote networking. It is an opportunity to welcome delegates to the Conference and to our City, allow them to discuss some of the Conference issue in a social atmosphere, and break the ice for first comers to the Conference. The budget of this event is based on 150 attendees.</p>	
2	<p><b>Monday Coffee Breaks: (2 Units)</b>                      On Monday the delegates discuss the standards sponsored by the I&amp;CPS department of the IAS. Meetings are held for different Technical Committees, Sub-committees and Work Groups. The budget for this event is based on providing coffee for an approximately 150 guests attending both breaks (75 per break).</p>	
3	<p><b>Tuesday Coffee Breaks: (3 Units)</b>                      Tuesday is the first day of the technical paper presentation. Historically it is the day of peak attendance. Four Technical Sessions are held during the day and are synchronized such that each coffee break shall serve the two concurrent sessions. The budget for this event is based on providing coffee for 270 guests who will be attending both breaks (135/break).</p>	
4	<p><b>Wednesday Coffee Breaks: (2 Units)</b>                      Wednesday is the second day of the technical paper presentation. Four Technical Sessions are held during the day and are synchronized such that each coffee break shall serve the two concurrent sessions. The budget for this event is based on providing coffee for an approximately 220 guests.</p>	
5	<p><b>Wednesday Award Luncheon: (8 Units)</b>                      The award luncheon, is a major event of the Conference, will be held on Wednesday. Department papers and honorary awards will be presented in this event. In addition the subsequent Conference will be introduced during the event. The budget for this event is based on the event being attended by 140 members and guests.</p>	
6	<p><b>Conference Main Social Dinner Tuesday evening - at the Silvertip Golf Resort in Canmore including the Bus Transportation of delegates: (10 Units)</b>                      The main social event of the Conference will be from 5:30 to 10:00 PM which includes Door prizes, Contests, Entertainment showcasing local (Calgary) heritage and interests. The hall is equipped with a pull down screen, TV and audio for display the event's announcements and our sponsors names. The Dinner will be buffet style with one station attended. There will be a cash bar set up. Buses will carry delegates from the Hotel to the resort. The budget for this event is based on the event being attended by 140 members and guests.</p>	

All the events except item No. 6 are booked / confirmed. We still seek corporate sponsorships for Item No. 6.

If you are not the individual in your organization to make a decision regarding our request, we kindly ask that you forward this letter to the appropriate person.

If you have any questions, please feel free to contact me as listed below. I look forward to hearing from you. Thank you for your kind support/interest.

Sincerely,

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