



# Tenth Annual Summer Conference

July 22<sup>th</sup> - July 26<sup>th</sup>, 2020

## Sponsorship Application

Thank you for your interest in supporting the Napa Institute. The Napa Institute provides a unique outlet for Catholic organizations, foundations, apostolates, and other benevolent organizations to expose their mission and apostolic work to committed Catholic leaders from across the country and the world. Due to limited space and presentation opportunities, all organizations that are interested in 2020 Conference sponsorship must apply. Every sponsor must complete and submit an application directly to the Napa Institute staff at [events@napa-institute.org](mailto:events@napa-institute.org).

### Organization Information

**Organization Name:**

**Address:**

**Work Number:**

**Cell Number:**

**Website:**

**Email Address:**

**Contact Person:**

### Policies & Procedures

- The Napa Institute adheres to a strict non-solicitation policy. Organization representatives may not make unsolicited “pitches” to conference attendees outside of the exhibitor hall area.
- Sponsors may send representatives to work the exhibitor hall; however, only sponsors that also have registered as attendees may participate in meals, plenary sessions, breakouts, and officially-scheduled conference events.
- Sponsors are responsible for all costs associated with A/V equipment rental. Order instructions will be provided to 2020 Napa Institute Conference sponsors.
- Sponsors are responsible for shipping boxes to and from the Meritage, including any fees related to shipping pallets to the resort.
- Sub-leasing and/or sharing of tables by multiple organizations is prohibited.
- Conference attendee list is confidential and will not be distributed to sponsors or conference attendees.
- Any direct marketing of sponsor plus events or other sponsor related events, specific to one sponsor, will only be done through Napa Institute.



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Sponsorship Level		
*Limited quantities for each level. Sponsorships do not include a registration unless noted.		
<b>Presenting Sponsor</b> (10-Minute Plenary Session Presentation & 2 Registrations; logo in the conference program and a table in the sponsor hall) 1 spot available		\$25,000.00
<b>Event Sponsor</b> (10-Minute Plenary Session Presentation before the closing dinner & 2 Registrations; logo in the conference program and a table in the sponsor hall) 1 spot available		\$25,000.00
<b>Platinum Sponsor</b> (5-Minute Plenary Session Presentation; logo in the conference program and a table in the sponsor hall) - 10 spots available		\$10,000.00
<b>Silver Sponsor</b> (Logo in the conference program and a table in the sponsor hall)		\$5,000.00

For more information about any sponsorship level, please contact [events@napa-institute.org](mailto:events@napa-institute.org)  
 All sponsors receive one table in the exhibitor hall, promotion on the Napa Institute website, program booklets, and other materials at the sole discretion of the Napa Institute. Additional tables are available for \$250/table.

Plus Events		
*Deadline for submitting an application for a plus event is May 15, 2020. Applications submitted after this date will not be accepted.		
<b>Plus Event</b> (Hold a special meal or cocktail hour at Napa. Event costs are additional.) Choose from one of the following events.		\$2,500.00
<b>Thursday Lunch (Private)</b>		
<b>Saturday Lunch (Private)</b>		
<b>Friday Breakfast (Private)</b>		
<b>Saturday Breakfast (Private)</b>		
<b>Thursday Reception (Option to have Private or Open)</b>		
<b>Friday Reception (Option to have Private or Open)</b>		
The Napa Institute can send out an invitation on your behalf but the RSVPs must go to a sponsor representative. The invitation should be sent as pdf or png file to <a href="mailto:events@napa-institute.org">events@napa-institute.org</a> . It can either be sent to all the attendees or a selected group. Please contact Napa institute staff for more details. The sponsor will be responsible for the cost of the event and will work with the hotel on event details.		



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Advertisements		
<b>Full-Page Advertisement in the Conference Program</b> (4 Available) 8.5 x 11; high resolution		\$1,000.00
<b>Half-Page Advertisement in the Conference Program</b> (8 Available) 8.5 x 5.5; high resolution		\$500.00
<b>Full-Page Advertisement in the Mass Booklet</b> (4 Available) 8.5 x 11; high resolution		\$500.00
<b>Half-Page Advertisement in the Mass Booklet</b> (8 Available) 8.5 x 5.5 high resolution		\$250.00

Payment Information
<b>Via Wire:</b>
Beneficiary Account Name: The Napa Institute
Beneficiary Account Number: 22705589
Bank Name: Farmers & Merchants Bank
Beneficiary Bank Address: 302 Pine Avenue, Long Beach, CA 90802
Routing Number: 122201198
<b>Please include the following information in the memo:</b>
Full Name of Organization, Sponsorship Level(s), Note: 2020 Main Event
<b>To expedite this process, please notify us when you have submitted your payment:</b> <a href="mailto:events@napa-institute.org">events@napa-institute.org</a>
<b>Via Check:</b>
Payable to: Napa Institute
Mail to: ATTN: Bailey Sparks, 2532 Dupont Drive, Irvine, CA 92612



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### Waiver & Release

The Napa Institute reserves the right, in its sole discretion, to refuse applications, pull or close any exhibits that do not reflect the character, purpose, or mission of the Napa Institute or do not adhere to the teachings of the Magisterium of the Catholic Church. This also includes any material relating to private apparitions or devotions not approved by the Holy See. The Napa Institute reserves the right to void any sponsorship applications due to lack of payment-in-full or incomplete application forms. In consideration of being permitted to sell, display, or distribute materials at the 2020 Napa Institute Conference, the undersigned sponsor, its officers, directors, agents, representatives, employees, and volunteers agree to assume the risk and full responsibility for, and to indemnify, defend, and hold harmless the Napa Institute including, without limitation, Napa Institute officers, members, directors, agents, representatives, employees, volunteers, and attendees of the conference, from any and all liability, injury (including, without limitation, death) or damage, legal or equitable, to the person or property of the exhibitor/sponsor or exhibitor/sponsor's agent. The agent signing below is fully authorized to execute this instrument on the exhibitor's/sponsor's behalf.

Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for applying for a sponsorship for the 2020 Conference! You will be notified via email whether your application for sponsorship has been accepted. If accepted, sponsorship payment must be received within thirty (30) days of acceptance or your sponsorship will be subject to cancellation. Also, if your application is accepted, you will be asked to submit a high resolution logo via email. A limited number of sponsor applications will be maintained on a sponsorship waiting list and offered a sponsorship opportunity if a selected sponsor cannot participate or fails to comply with sponsorship requirements. If a selected sponsor fails to timely remit payment, the Napa Institute reserves the right to offer the sponsorship spot to an organization on the sponsorship waiting list. Further information, dates, and deadlines will be sent to you at a date closer to the 2020 Napa Institute Conference.