



Microsoft 365
CONFERENCE

Microsoft Viva
Microsoft Teams
Microsoft SharePoint
Microsoft Power Platform

Contact Nancy Debrizzi
Nancy@M365Conf.com
203-527-4160
9am - 5pm EST, M-F

EXHIBITOR & SPONSORSHIP OPPORTUNITIES

Build Brand Awareness • Connect with Decision Makers • Network with Your Community

APRIL 30, MAY 1 & 2, 2024

Workshops: April 28, 29 & May 3

WALT DISNEY WORLD

Swan & Dolphin Resort

ORLANDO, FLORIDA

KEYNOTE & PANELS PRESENTED BY



JEFF TEPER

President – Microsoft
Collaborative Apps
and Platforms
Microsoft



KARUANA GATIMU

Principal Manager, Customer
Advocacy Group Microsoft
Teams Engineering
Microsoft



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Vice President of Product
Management, Microsoft 365
Microsoft



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Director, Content Services
& Insights
Microsoft



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Lead for Yammer
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Principal PM Manager,
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Platform Community
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Principal Product Manager
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Power Platform
Developer Advocate
Microsoft



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The Microsoft 365 Conference!

Jeff Teper, President – Microsoft Collaborative Apps and Platforms, invites you to join him in Las Vegas this upcoming May for the return of a standalone Microsoft 365 Conference. Our goal is to connect the community of expert solution providers with an extensive and growing community searching to discover the best solutions for their technical business challenges. This year's event is focusing on the critical transition toward an AI-powered workplace. The Microsoft 365 Conference comprises three audiences: the developers who build solutions, the IT pros who manage and integrate solutions, and the employees, lines of business, and consultants who use solutions. Connect with new and existing customers from around the world. Share your product knowledge and solutions as you create new relationships. You'll have maximum opportunities for high-quality engagement with attendees, Microsoft leaders and community experts.

DIAMOND

\$65,000 *Includes Party Co-Sponsorship (limited to 4)*

- 20' x 20' Exhibit Space, including (4) 6Ft Tables and (4) 500-watt power drops
- 3 Lead retrieval units
- 6 Exhibit-only staff passes and 5 full conference passes (additional passes for employees only may be purchased at a discounted rate of \$1,300 for full conference pass, \$600 for expo only pass)
- Logo Displayed on Rotating Video Board
- Logo on Two 8Ft Towers
- Logo on One Window cling
- Opening Evening Reception Sponsor - Includes logo on signage
- Drink ticket – Company Name on Opening Reception Drink Ticket (Sponsor must be signed on by Friday, March 15, 2024)
- Sponsor name on attendee bag (if signed on by Friday, March 15, 2024)
- Sponsor logo on lunch table tent cards (set out during one attendee lunch day)
- Signage at Attendee Party
- Branded Photo Booth Backdrop at Attendee Party
- Hotel Room Drop – Sponsor will provide marketing piece to be delivered to each attendee room at conference hotel
- 1 Keynote seat drop for 1 day
- 2 Attendee bag inserts
- Two-page color ad in Show Guide
- Logo and 200-word company description listed on conference website and Show Guide (when contract is signed)
- Two 1-hour technical speaking session (content must be technical and will compete with other sessions)
- Free Press Release/Announcement posted on the Microsoft Data & AI website
- Promotion in Pre- and Post-Conference Emails: Included Logo, 50 word text, and link in pre, and post-show mailer



EXHIBITOR & SPONSORSHIP OPPORTUNITIES

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PLATINUM

\$42,500

- 10' x 20' Exhibit space with pipe and drape - including (2) 6' tables with two chairs and (4) 500-watt power drops
- 2 Lead retrieval units
- 5 Exhibit-only staff passes and 4 full conference passes (additional passes for employees only may be purchased at a discounted rate of \$1,300 for full conference pass, \$600 for expo only pass)
- Logo on one 8Ft Towers
- 1 Keynote seat drop for 1 day
- 2 Attendee bag inserts
- Two-page color ad in Show Guide
- Logo and 200-word company description listed on conference website and Show Guide (when contract is signed)
- Sponsor logo on lunch table tent cards (set out during one attendee lunch day)
- Opening Evening Reception Sponsor - Includes logo on signage
- Sponsor name on attendee bag (if signed on by Friday, March 15, 2024)
- Two 1-hour technical speaking session (content must be technical and will compete with other sessions)
- 2 Free Press Release/Announcement posted on the Microsoft Data & AI website
- Promotion in Pre- and Post-Conference Emails: Included Logo, 50 word text, and link in pre, and post-show mailer

GOLD

\$29,500

- 10' x 20' Exhibit space with pipe and drape - includes (2) 6' tables with two chairs and (2) 500-watt power drops
- 1 Lead retrieval unit
- 3 Exhibit-only staff passes and 2 full conference passes (additional passes for employees only may be purchased at a discounted rate of \$1,300 for full conference pass, \$600 for expo only pass)
- 1 Attendee bag inserts
- One-page color ad in Show Guide
- Logo and 150-word company description listed on conference website and Show Guide (when contract is signed)
- One 1-hour technical speaking session (content must be technical and will compete with other sessions)
- 1 Free Press Release/Announcement posted on the Microsoft Data & AI website
- Promotion in Pre- and Post-Conference Emails: Included Logo, 50 word text, and link in pre, and post-show mailer

SILVER

\$17,500

- 10' x 20' exhibit space with pipe and drape - includes (1) 6' tables with two chairs and (2) 500-watt power drops
- 3 Exhibit-only staff passes and 1 full conference passes (additional passes for employees only may be purchased at a discounted rate of \$1,300 for full conference pass, \$600 for expo only pass)
- 1 Attendee bag inserts
- Half-page color ad in Show Guide
- Logo and 150-word company description listed on conference website and Show Guide (when contract is signed)



EXHIBITOR & SPONSORSHIP OPPORTUNITIES

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EXHIBITOR

\$8,100

- 10' x 20' exhibit space with pipe and drape, booth assigned in date order that contract is signed. Includes (1) 6' tables with two chairs and (1) 500-watt power drops
- 2 exhibit-only staff passes and 1 full conference passes (additional full conference passes for employees only may be purchased at a discounted rate of \$1,300)
- Logo and 100-word company description listed on conference website and Show Guide (when contract is signed)

PROMOTIONAL MARKETING OPPORTUNITIES

T-SHIRT SPONSORSHIP

\$15,000

(ONE EXCLUSIVE OPPORTUNITY) Great Opportunity to Co-Brand your company through attendee visibility. Sponsorship includes customized logo on t-shirt given to all attendees. Your customized logo will be located on the upper back of the t-shirt.

BRANDED LANYARDS

\$10,000

(ONE EXCLUSIVE OPPORTUNITY) Your company name will be displayed on attendee lanyard, in black or white.

BRANDED COFFEE BREAK

\$10,000

(CHOOSE YOUR DAY, THREE OPPORTUNITIES) Company logo on to-go coffee cups and on signage at break.

CHARGING STATION

\$10,000

(ONE EXCLUSIVE OPPORTUNITY) What an amazing way to keep your brand in front of attendees. Show management will produce an imprint of your logo or image on the charging station signage. When they are running out of power, here you come to the rescue!

AFTERNOON ICE CREAM BREAK

\$9,000

(CHOOSE YOUR DAY, TWO OPPORTUNITIES) Company logo on napkins and on signage at break.

RECEPTION PHOTO BOOTH

\$12,000

(TWO OPPORTUNITIES AVAILABLE) What an amazing way to keep your brand in front of attendees at the Tuesday Reception. Show management will produce an imprint of your logo or image on the photo backdrop.



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CONFERENCE RULES AND REGULATIONS

BOOTH APPEARANCE

All exposed parts, including the back, of constructed displays must be finished to present an attractive appearance when viewed from the aisles or adjoining booths. Exhibitors using portable booths, such as pop-ups, will be required to provide side masking drape, at their own expense, if the finished display exposes an unfinished wall, electrical, etc.

BOOTH HEIGHT RESTRICTIONS

In-line booths:

- Back wall height may not exceed 8'
- Front 4' of the booth (sightline) may not exceed 4'

Booths that do not follow the regulations may be altered on-site at the exhibitor's expense.

BOOTH STAFFING

All vendors must have a minimum of one staff member at the booth for the duration of the official show hours. Please plan on having one staff member at your booth a minimum of 15 minutes prior to published show hours.

Under no circumstances should your booth be left unattended during open Exhibit Hall hours.

DISPLAY MATERIALS, GIVEAWAYS & PRESENTATIONS

All display materials must fit within the space allocated for your booth. This includes all presentation and demonstrations. No signs, literature, equipment, furniture or promotional items may be placed, distributed or posted outside the parameters of your booth space. If presentations to a group are planned, there must be adequate space provided within the booth to accommodate the audience, keeping aisle space free.

The audio volume of presentations must be kept at a level that will not interfere with or encroach on surrounding booths. Show Management reserves the right to control the volume coming from each booth.

Show Management will cease any activity by any Exhibitor that is considered objectionable for any reason, which may detract from the general character of the event or impacts other Exhibitors.

Due to tight security regulations, any giveaways that would be considered a potentially dangerous item will not be allowed on the Expo Hall floor. Examples include pocket knives, box knives, dart guns, laser pointers, etc. Please plan giveaways accordingly.

INSURANCE

Conference does not provide insurance for the exhibit hall.

Each exhibitor is liable for the following: the space the company occupies, visitors, theft and fire. Any kind of loss must be covered by the exhibitors' own insurance. This includes any equipment owned by an exhibitor and any equipment leased or rented by an

exhibitor. Exhibiting companies are not required to submit proof of insurance to show management, but must be able to produce it if asked.

FOOD AND BEVERAGE IN EXPO HALL

Exhibitors may not dispense food and/or beverages of any kind, including bottled water, without written permission from Show Management.

PROMOTION

As an exhibitor/sponsor, you agree to promote this event to your customers via your website, newsletter, social media, etc.

EQUIPMENT

You will be responsible for your own computer equipment. This includes securing it, shipping it to the show, setting it up (hardware and software set-up), and dismantling/packing/shipping at the close of the show. All computer equipment (CPUs, printers, monitors, etc.) will be provided by the exhibitor at their own expense and responsibility. Technicians will not be available for assistance unless you order technical support. Please be sure to bring backup disks and software.

PRIVACY

Exhibitor will have a privacy policy in place governing its use of conference attendees' personally identifiable information that meets or exceeds all applicable laws, rules or regulations governing the use of such information. Exhibitor shall post its privacy policy in their booth in a manner that makes the privacy policy conspicuous and readily accessible to attendees if personally identifiable information is actually collected.

For the purpose of this section, "personally identifiable information" means any information (i) that identifies or can be used to identify, contact or locate the person to whom such information pertains or (ii) from which identification or contact information of an individual person can be derived. Personally identifiable information includes, but is not limited to: name, address, phone number, fax number, email address, social security number or other government-issued identifier, and credit card information.

ATTENDEE PROMOTIONS

Exhibitors and Sponsors are not eligible for special attendee promotions including (but not limited to): free hotel nights, hotel gift certificates and registration giveaways.

CODE OF CONDUCT

Information located at <https://m365conf.com/#!/conduct>



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Please return completed contract to Nancy@m365conf.com to reserve booth space.

I WOULD LIKE TO REGISTER TO SPONSOR:

- Exhibitor \$8,100
- Silver \$17,500
- Gold \$29,500
- Platinum \$42,500
- Diamond \$65,000
- Promotional Marketing Opportunities:
 - T-Shirt Sponsorship (\$15,000)
 - Branded Lanyard (\$10,000)
 - Branded Coffee Break (\$10,000)
 - Afternoon Ice Cream Break (\$9,000)
 - Charging Station (\$10,000)
 - Reception Photo Booth (\$12,000)

TOTAL: \$ _____

COMPANY INFORMATION: (PLEASE PRINT IN CAPS OR TYPE)

Company Name _____

Company Address _____

Contact Name _____

Street _____

City _____ State _____ Zip _____

Email _____

Cell _____

PAYMENT: (Payments are due no later than 30 days from signed contract and must be paid 30 days prior to the first day of show.)

- Credit Card
 - VISA MASTER CARD AMEX
- Name on Card _____
PLEASE PRINT
- Card # _____ Exp _____ CSV _____
- Card Holder Signature _____
- Wire Transfers. Contact Nancy (Nancy@m365conf.com) directly for details
- Check payable to M365 Conference

PAYMENT ADDRESS:

M365 Conference 37 Highridge Road Middlebury CT. 06762

CANCELLATION / TRANSFER / PERMISSIONS:

You may transfer your sponsorship or exhibitor registration to the next event if you notify us 60 days in advanced. You may not cancel; our suppliers will only apply finds to future shows. If the event has to be moved due to unforeseen circumstances beyond our control, like a pandemic, we will automatically re-schedule and transfer your sponsorship to the next Microsoft 365 Conference in 2024.

Please note, we will be filming some sessions and taking crowd pictures.

When you sign your contract you are giving us permission to use your appearance in photographs or video footage as a part of this event.

BY SIGNING THIS CONTRACT, I HAVE READ AND AGREE WITH THE CANCELLATION POLICY AND M365 CONFERENCE RULES AND REGULATIONS

Name _____ Date _____