

HOW TO COOK UP YOUR SPONSORSHIP PACKAGE

for The Annual Family Cafe



We're excited to offer a range of sponsorship options designed to help your organization make an impact at The Annual Family Café! Whether you're looking for a four course menu of branding opportunities or just a few extras to spice up your exhibit space, we've got something that will fit your needs.



Step One

Visit annual.familycafe.net and click **"Sponsors"** on the navigation bar. Please take the time to **review** our full Exhibitor and Sponsor Menu to make the selection that best fits your organization's needs. Then, click **"Become A Sponsor"** to get started.

The screenshot shows a web interface for selecting sponsorship options. It features three main sections, each with a title, description, availability date, price, and a quantity selector (a box with '0' and a dropdown arrow). The first section is 'Additional Exhibit Booth' for \$2,500, available until Wednesday, Apr 30th. The second is 'Additional Exhibitor Representative' for \$250, available until Saturday, June 14th. The third is 'Brigade' for \$7,500, available until Wednesday, Apr 30th. Each section includes a 'View More' link. A red star icon is placed above each section. A large red box highlights the entire page content. Red callout lines with star icons point from external text to specific elements on the page.

★ Add **additional registration fees** beyond those included in your package here

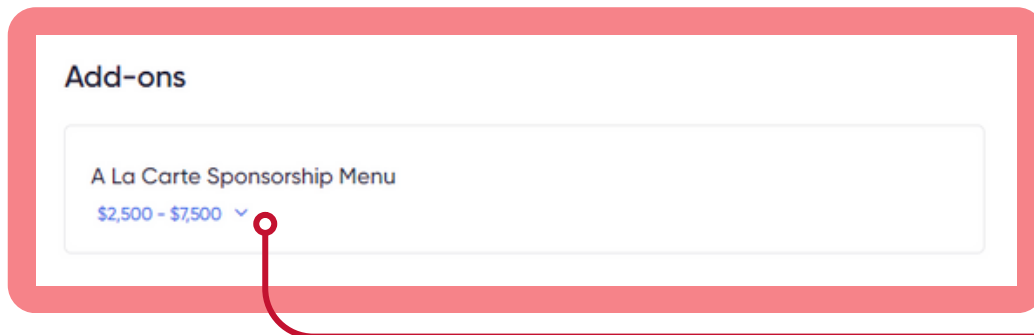
★ Add **additional 10' x 10' Exhibit Booths** beyond those included in your package here

★ More sponsorship options below

★ **Select** your package by adding it to your cart

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If you'd like to add any extras, make your selection by expanding this menu

Step Two



Fill out the **Primary Contact's** information first. This individual's name will appear on your invoice or sales receipt, and they will be the main **point of contact** and receive all communications from The Family Cafe unless otherwise specified. Then, fill out your organization's contact information **exactly as it should appear in the event program** and click **"Continue."**

Step Three



Fill out the contact information for the **representatives** who will be attending the event. The Primary Contact's information will automatically be added to "Ticket 1," but you can replace it if they are not attending the event. You will also have the option to **transfer tickets** to other people within the event portal, but we ask that all transfers are completed prior to your arrival at the event. Click **"Continue"** once all tickets have been assigned.

Step Four



Select your payment method. Payment can be made by debit or credit card at the time of registration, or by requesting an invoice to pay later. Invoices will be sent to the **Buyer** identified at the beginning of the form.

Step Five



Submit your registration! We will send you a **confirmation email** upon receiving it.

Contact Information

Payment and Billing

Tanya Hansen
Financial Administrator
thansen@familycafe.net

Other Assistance

Sarah Fahey
Event Manager
sfahey@familycafe.net