



### Sponsorships Include:

- 1 six foot skirted table top (If you are a premier sponsor you will also receive a counter height table in your exhibit space)
- 1 table banner with your company logo
- 2 chairs
- 1 wastebasket
- 15 amp electrical outlet
- Exhibit floor is carpeted

### Exhibit Information:

#### Installation:

- Exhibit Hall Located in The Forum
  - Monday, March 3rd: 9:00 am – 3:00 pm
- Reception Located at the North Pool
  - Monday, March 3rd: 3:30 pm – 4:30 pm

#### Open Exhibit Hours:

- Monday, March 3rd: 4:30 pm – 6:30 pm –tabletop at the conference reception
- Tuesday, March 4<sup>th</sup> – tabletop in The Forum
  - 7:00 am – 8:30 am (during breakfast)
  - 10:45 am – 12:00 pm (dedicated exhibit hours)
  - 12:00 pm – 1:30 pm (during lunch)
- Wednesday, March 5<sup>th</sup> – tabletop in The Forum
  - 7:00 am – 8:30 am (during breakfast)
  - 10:45 am – 12:00 pm (dedicated exhibit hours & dugout discussion)
  - 12:00 pm – 1:30 pm (during lunch)

#### Dismantle:

- **Exhibit Hall Located in The Forum**
  - Wednesday, March 5<sup>th</sup>: 1:30 pm – 3:30 pmThe exhibit floor **MUST** be cleared by 3:30 pm. Blackboard reserves the right to remove any leftover materials and trash after 3:30 pm.

**We encourage exhibitors to use the reception table top for collateral pieces and to set up any equipment displays in The Forum for use during exhibit hours.**

If you are a Grand Slam, Triple Play or Home Run sponsor, your suite can also be used to set up a full display of equipment and will be open during the above hours for any meetings you'd like to schedule. Shipping Information:

### **Shipping Information:**

You can ship your exhibit items for arrival no earlier than Wednesday, February 27th. Storage fees may apply. For information on where to ship any show materials, click [here](#).

#### **Shipping Address:**

*DOUBLETREE RESORT BY HILTON PARADISE VALLEY-SCOTTSDALE*

*Attn: Blackboard Exhibits*

*5401 N Scottsdale Rd.*

*Scottsdale Arizona 85250*

### **Electric & Internet Information:**

- Electric – Electrical drops will be provided in The Forum at no cost to you. If you require additional power and/or electrical drops during the reception you will need to submit a request to the Doubletree Resort, click [here](#).
- Internet – If you require an internet connection, submit a request to the Doubletree Resort, click [here](#).
- A/V – if you require AV equipment, submit a request to the Doubletree Resort, click [here](#).

### **Sponsorship Materials:**

Included in your sponsorship are the following:

- Logo recognition in the Blackboard Spring Training Conference App
- Logo recognition on Blackboard's Spring Training website, including company description and link to company website
- Literature insert in the conference bag – please ship your insert to the Bb Transact offices with an arrival date no later than February 15th. The ship to address is:

*Blackboard Transact*

*Attn: Spring Training*

*22601 North 19th Ave Suite 130*

*Phoenix, AZ 85027*

- If you are a Grand Slam, Home Run or Triple Play sponsor you will also receive a branded bag item, details will be sent separately.

If you have not done so already, please be sure to provide your high res (preferably .eps) logo file and company description to Amanda Williams ([amanda.williams@blackboard.com](mailto:amanda.williams@blackboard.com)) as soon as possible.