

# VEMA's Annual Sponsorship Program

VIRGINIA EMERGENCY MANAGEMENT ASSOCIATION

VIRGINIA EMERGENCY MANAGEMENT SYMPOSIUM

MARCH 17 – 20, 2025 | ROANOKE, VA



VEMA is pleased to announce our 2024-2025 Sponsorship Program, offering a wide array of sponsorship and advertising opportunities throughout the year. When your sponsorship purchases add up to the sponsorship levels below, you receive additional and exclusive benefits. All sponsorship items benefit the emergency management professionals of the commonwealth by providing professional development and training opportunities as well as [scholarships for students and professionals](#). We hope that you will take this opportunity to invest in the development of our emergency management community while you market and share your products and services to those directly involved in emergency management, public safety, healthcare, education, and the private sector fields from across Virginia who are responsible to prepare for, mitigate against, respond to, and recover from disasters.

The 2025 Virginia Emergency Management Symposium will be held March 17-20, 2025, at the Hotel Roanoke, 110 Shenandoah Ave NE, Roanoke, VA 24016. We expect the symposium to hit maximum capacity as we have seen growth in attendance year over year, and in 2024 had a record turnout. Vendor Hall will open on Monday, March 17. Specific details on the vendor hall schedule will be shared in Fall 2024. Vendors who also sponsor meals will have signage for their booth in vendor hall recognizing them. All meal sponsors will have also be recognized on signage during that meal.

(Symposium items based on 350+ attendees; newsletter & email reach 800+ individuals. Program runs July 1, 2024 – June 30, 2025)

## SPONSORSHIP LEVELS

When your sponsorship selections from page 2 equal the amounts below, you receive additional and exclusive benefits.

<b>Additional and Exclusive Benefits</b>	<b>Bronze \$2,000</b>	<b>Silver \$4,000</b>	<b>Gold \$5,000</b>	<b>Diamond \$6,000</b>
Ad in a bimonthly VEMA Newsletter	1/8 Page	Quarter Page	Half Page	Full Page
Recognition as VEMS sponsor on the VEMA website, with link to company page	✓	✓	✓	✓
Signage recognition at VEMS	✓	✓	✓	✓
Logo in General Session Slides / Mention at General Sessions at VEMS	Logo in slides	Logo in slides	Mention & Logo in slides	Mention & Logo in slides
Advanced copy of VEMS attendee list and email		✓	✓	✓
CEO Spotlight Article in Newsletter		✓	✓	✓
Social Media Post		✓	✓	✓
Advertisement in VEMS symposium program app		✓	✓	✓
All-access VEMS registrations			1	2
Email blast to VEMS attendees			Prior to VEMS	Prior to and After VEMS
Promotional Speaking Time at VEMS General Session			3 Minutes	5 Minutes
10-minute presentation to the VEMA Board of Directors at a quarterly meeting (virtual or in person)				✓
Participation at VEMS Vendor Hall Grand Opening / Ribbon Cutting				✓

## SPONSORSHIP OPPORTUNITIES

#	Item	Category	Price
<b>Year-Round Sponsorship Items</b>			
A1	<a href="#"><u>Gordon Barwell Professional Emergency Manager Scholarship</u></a>	Scholarship	\$75
A2	<a href="#"><u>Grace Tressler Symposium Scholarship</u></a>	Scholarship	\$500
A3	<a href="#"><u>Addison Slayton Student Scholarship</u></a>	Scholarship	\$1000
A4	¼ page advertisement in the bimonthly VEMA newsletter (unlimited available)	Ad - Newsletter	\$75
A5	½ page advertisement in the bimonthly VEMA newsletter (unlimited available)	Ad - Newsletter	\$150
A6	1 full page advertisement in the bimonthly VEMA newsletter (unlimited available)	Ad - Newsletter	\$300
A7	1 post to all social media platforms: Facebook, LinkedIn, and X (1 per month – 12 total)	Ad – Social	\$500
A8	Co-Branded Post Symposium Attendee Email	Ad – Email	\$300
A9	Email blast to members (1 per quarter available – 4 total)	Ad – Email	\$500
A10	Sponsor for Statewide Professional Development Session	Development	\$1000
<b>Individual Annual Symposium Sponsorship &amp; Exhibit Items</b>			
B1	Additional Vendor Attendance Fee – for each vendor beyond number specified with booth	Exhibitor	<i>Coming this Fall!</i>
B2	VEMS All-Access Pass: per person add-on exhibitor fee for access to full session including Wed. & Thur. meals, and Wednesday Night Social event.	Exhibitor	
B3	<i>Exhibitor information coming this Fall!</i>	Exhibitor	
B4		Exhibitor	
B5		Exhibitor	
B6	Bag with Company Logo (1available)	Swag	\$1,000
B7	Branded symposium giveaway items (3 available)	Swag	\$1,250
B8	Co-Branded Challenge Coin or Photo Backdrop (1 or each available)	Swag	\$1,500
B9	Hotel Keycard with Company Logo (1 available)	Swag	\$2,000
B10	Caucus Event Sponsor – IHE, Faith Based or Healthcare (1 of each available)	Event	\$1,250
B11	WiFi Sponsor for Entire Event (with custom password) (1available)	Event	\$1,500
B12	Business Meeting Sponsor + 5-minute Presentation & Seating at VIP Table (1 available)	Event	\$3,000
B13	Tuesday Night Networking Event Sponsor	Event	\$3,000
B14	Wednesday Night Event Sponsor (3 available)	Event	\$4,000
B15	Refreshment Break Sponsor – Tues AM or PM, Wed. AM or PM, Thur. AM (5 total: 1 of each available)	Break	\$1,000
B16	Vendor Hall Reception Sponsor – Monday (3 available)	Meal	\$1,500
B17	Breakfast Sponsor – Tuesday, Wednesday, or Thursday (9 total: 3 for each day available)	Meal	\$2,000
B18	Lunch Sponsor – Tuesday or Wednesday (6 total: 3 for each day available)	Meal	\$2,500
B19	Sole Sponsorship of Keynote speaker and 5 minutes of speaking time after Keynote speaker’s General Session presentation.	Keynote	\$4,000

## SPONSOR/VENDOR ORDER FORM

**Company Name:** \_\_\_\_\_

**Address (Street, City, State, Zip)** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Cell/Alternate #:** \_\_\_\_\_

**Contact Person Name:** \_\_\_\_\_

**Contact Person Email:** \_\_\_\_\_

#	Category	Amount	# ordered	Total
A1	Scholarship	\$75		
A2	Scholarship	\$500		
A3	Scholarship	\$1000		
A4	Ad - Newsletter	\$75		
A5	Ad - Newsletter	\$150		
A6	Ad - Newsletter	\$300		
A7	Ad - Social	\$500		
A8	Ad - Email	\$300		
A9	Ad - Email	\$500		
A10	Development	\$1,000		
B1	Exhibitor*	<i>Coming this Fall!</i>		
B2	Exhibitor*			
B3	Exhibitor*			
B4	Exhibitor*			
B5	Exhibitor*			
B6	Swag	\$1,000		
B7	Swag	\$1,250		
B8	Swag	\$1,500		
B9	Swag	\$2,000		
B10	Event	\$1,250		
B11	Event	\$1,500		
B12	Event	\$3,000		
B13	Event	\$3,000		
B14	Event	\$4,000		
B15	Break	\$1,000		
B16	Meal	\$1,500		
B17	Meal	\$2,000		
B18	Meal	\$2,500		
B19	Keynote	\$4,000		

**Sponsorship Total:** \_\_\_\_\_

**Sponsorship Level Qualified For:**

Bronze	Silver	Gold	Platinum
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**Choose Month(s) for Newsletter Ad(s) – Content must be received by the 1st of that month.**

Aug 2024	Oct 2024	Dec 2024	Feb 2025	Apr 2025	Jun 2025
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**Choose Month(s) for Social Media Post(s) – Content must be received by the 1st of that month.**

Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024
Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025

**Choose Quarter for Email Blast – Content must be received by the 1st of that month.**

Q1 (Sept 2024)	Q2 (Nov 2024)	Q3 (Mar 2025)	Q4 (May 2025)
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Terms and Conditions: In accordance with the Terms and Conditions on pages 6 & 7, the undersigned accepts and agrees to all terms. Upon application acceptance, this document constitutes a formal contract.

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Method of Payment:**  **Check**  **Credit Card**

**Total Amount Due:** \_\_\_\_\_

**Make Checks Payable To:** Virginia Emergency Management Association

**Credit Card Information:**

**Card Type:** American Express  Discover  MasterCard  Visa

**Name on Card:** \_\_\_\_\_

**Credit Card Number:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_ **CVV:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

\_\_\_\_\_

**Cardholder Signature** \_\_\_\_\_

**Mail to:** VEMA, PO Box 29069, Henrico, VA 23342 **Email:** [VEMA@vemaweb.org](mailto:VEMA@vemaweb.org)

**EXHIBITOR AND VENDOR HALL DETAILS**  
**COMING FALL 2024**

## **SPONSOR/VENDOR TERMS AND CONDITIONS**

Submission of Sponsorship / Vendor Registration Form constitutes agreement to the below terms.

### **General Terms and Conditions:**

- 1) Any individual or company who purchases any item from the sponsorship package, including an exhibitor booth at the Virginia Emergency Management Symposium (VEMS) will be considered and referred to below as a “Sponsor”.
- 2) All sponsorship items must be paid in full prior to VEMA fulfilling any sponsorship or advertising obligation. Sponsors who miss the deadline to provide content to VEMA for their sponsorship or advertisement item forfeit that sponsorship or advertisement item with no return.
- 3) Sponsorship cancellations, except for VEMS exhibitor booths, must be submitted in writing within two weeks of payment and prior to any execution of sponsorship or advertisement and are subject to a \$150 administrative fee. Written cancellations can be emailed to [VEMA@vemaweb.org](mailto:VEMA@vemaweb.org) or mailed to: VEMA, P.O. Box 29069, Henrico, VA 23242. Cancellation of sponsorship items that cause sponsor to fall below a qualifying sponsorship package will result in forfeiture of those associated additional and exclusive benefits. Verbal cancellations will not be accepted. The cancellation policy for VEMS exhibitors is outlined below (#11).
- 4) A paid sponsorship in any form does not constitute an endorsement by VEMA. Sponsor may identify itself as such only for the sponsorship plan period. Sponsor may not advertise or imply that VEMA endorses the company, any individual, service, or product.
- 5) Unless otherwise provided in the Sponsorship Plan, the sponsor’s sponsorship is non-exclusive. VEMA may enter similar arrangements with other like agencies, companies, and sponsors at any time.
- 6) VEMA and the sponsor agree that they are the owners of their own marks and logos, and that those marks and logos will only be used for the purpose outlined in the sponsorship agreement unless otherwise specified and agreed to. Sponsors may not use any VEMA marks or logos without prior permission.
- 7) Sponsor content may not include verbiage, marks, logos, depictions, or any content that suggests or implies endorsement of political views or religious beliefs, including, without limitation, in connection with any campaign activity or special interest group.
- 8) Disputes shall be brought to the attention of VEMA’s Executive Director or President for resolution. Both parties shall work to resolve any dispute within 10 business days. If a resolution is not reached, each party shall be permitted to hire their own legal counsel and pay for any such affiliated services. All arbitration and/or court proceedings will be conducted in Henrico County, Virginia.

### **VEMS Sponsor Terms and Conditions:**

- 9) In addition to agreeing to the general terms and conditions, any sponsor who purchases an exhibit booth or registers to attend VEMS must also agree to the items below.
- 10) The sponsors who attend VEMS assume the entire responsibility and liability for losses, damages and claims arriving out of injury or damage to Hotel and exhibit company’s furnishings, vendor’s displays, equipment and other property brought upon the premises of the Hotel and shall indemnify and hold harmless the Hotel and VEMA, agents, servants, and employees from any and all such losses, damages and claims. The sponsor agrees food/beverages (including alcohol) must be provided and served by the Hotel.

11) All sponsor exhibitor booth cancellations must be submitted in writing and are subject to a \$150 administrative fee. Written cancellations can be emailed to [VEMA@vemaweb.org](mailto:VEMA@vemaweb.org) or mailed to: VEMA, P.O. Box 29069, Henrico, VA 23242. Verbal cancellations will not be accepted. NO REFUNDS after postmark or fax date of February 2, 2025.

12) By registering and attending VEMS, you acknowledge that there is an unknown risk of exposure to COVID-19 through exposure to contaminated objects, as well as through personal contact. Such exposure carries with it a certain degree of risk that could result in illness, disability, or death. You agree to release and hold harmless VEMA and VDEM, its employees, officers, and vendors from and against all claims of damages and liability resulting from exposure to COVID-19. Registrants/Attendees also warrant they are abiding by their state/locality laws regarding COVID-19 restrictions.

13) By registering for the VEMA Symposium, I do hereby agree to always conduct myself in an appropriate manner and agree to abide by the VEMA Code of Ethics. If for any reason I fail to meet the standards as set forth under the VEMA Code of Ethics, I understand that I may be asked to leave the Symposium without refund as determined by the officers of VEMA. The VEMA Code of Ethics may be found [on the VEMA website](#) or by contacting the VEMA office at 804-643-0080.