



Office365 Saturday Redmond (#O365Redmond) February 25th, 2012 Sponsorship Packet

Event Description

Office365 Saturday is a free community-focused event dedicated to educating and engaging members of the local technical community. Office365 Saturday draws upon the expertise of local Office365 professionals, developers and solutions architects who come together to share their real world experiences, lessons learned, best practices, and general knowledge with other like-minded individuals.

Event Details

Office365 Saturday Redmond is free to anyone who wants to attend. The event will run from 8:30 AM-5.30PM at the Microsoft Conference Center on the Redmond, WA campus. Get directions to the venue [here](#).

A light breakfast and box lunches will be provided, with a raffle at the end of the day. There will be 6 content tracks – Office365 101, SharePoint, Lync, Exchange, Case Studies, and O365 Infrastructure – from which attendees may select the topics which most closely align with their job function or area of interest.

Each session will last approximately 75 minutes and range from introductory, 100-level content to highly-technical, 300 and 400-level “expert” sessions. Speakers will represent a broad cross section of the community and offer a variety of different perspectives and points of view.

Event Attendance

Office365 Saturday is a new event being modeled after the very successful SharePointSaturday.org events. As the Office365 platform gains in popularity, the need for a more specialized and dedicated event has grown. Office365 Saturday is the inaugural event for the newly formed group, with additional cities being added later in 2012.

For this event, we will accommodate between **300 to 350 people**. With strong local user groups and high density of technology companies, we believe we can generate a lot of local buzz for this event and hit these numbers.

Attendee Information

A list of attendees, along with their name and email, will be provided to each sponsor within a week after the conclusion of the event. **Attendee information is contingent on attendee election to opt-in for the release of such information to be given to the sponsors.**

Sponsors may use this information for direct marketing purposes only; this information may not be sold, traded, given away or otherwise provided to any third-party not directly affiliated with the sponsoring entity.

Venue Access

Sponsors will have access to the facility 45 minutes prior to the start of the event and for 30 minutes after the end of the event. Should you require more time for setup and/or teardown, please make a note on the attached form and we will do our best to accommodate your needs.

Sponsorship Packages

Since Office365 Saturday Redmond is free to attendees, we rely on the support and generosity of sponsors to compensate for the expenses incurred during the event. Sponsors will receive a receipt issued by the organizing committee.

There are four categories of sponsorships that are available:

- **Gold Level - \$1400 USD (1 available)**

Organizations that are Gold sponsors will receive the following benefits:

- Sponsor will receive a table in the sponsor area (or sponsor room). Sponsors may decorate the table with any company logos, artwork, signage or other material as they see fit
- Sponsor may provide any collateral of their choosing to attendees
- Sponsor will receive attendee information for attendees that have opt-in
- 1 sponsor representative is invited to the speakers' dinner
- Sponsor logo will be displayed on the website, attendee shirts, and attendee bags
- Sponsor logo will be displayed on program schedule during the event

- **Silver Level - \$950 USD (5 available)**

Organizations that are Silver sponsors will receive the following benefits:

- Sponsor will receive a table in the sponsor area. Sponsors may decorate the table with any company logos, artwork, signage or other material as they see fit
- Sponsor may provide any collateral of their choosing to attendees
- Sponsor will receive attendee information for attendees that have opt-in
- Sponsor logo will be displayed on the website and the attendee bag
- Sponsor logo will be displayed on program schedule during the event

- **Web-only Sponsor – (3 available) \$500 USD**

Organizations that are named sponsors will receive the following benefits:

- Sponsor logo will be displayed on the website
- Sponsor will receive attendee information for attendees that have opt-in
- Sponsor logo will be displayed on program schedule during the event
- Sponsor may provide any collateral of their choosing to attendees

- **Raffle or In-Kind Sponsor**

The sponsor can donate a raffle item and receive some recognition. Raffle items might include electronics, books, software, services, gift cards, etc.

Organizations that are raffle sponsors will receive the following benefits:

- Sponsor logo will be displayed on program schedule during the event
- Sponsor may provide any collateral of their choosing to attendees
- Sponsor will be recognized at the time of the raffle

Should there be any questions, feel free to contact the event co-chairs:

Christian Buckley 425-246-2823 cbuck@axceler.com

Leroy Collinwood 206-724-1880 leroy@cloudlinksolutions.com



Sponsorship Commitment

Sponsorship for Office365 Saturday Redmond is on a first come first serve basis. Kindly fill in the form for your sponsorship commitment and scan/email it to sponsors@o365redmond.onmicrosoft.com (sorry – no fax)

Once we receive your sponsorship commitment, we will contact you for payment and your sponsorship payment should be sent **within 5 days of contact**. If not, your sponsorship commitment will be voided.

My organization, _____ (company name), is committed to sponsor Office365 Saturday Redmond on February 25th, 2012 with the following sponsorship package:

- Gold
- Silver
- Web-only
- Raffle

Confirmed by:

Signature:

Date:

Printed Name:

Company: