

# OARC

## CONFERENCE ON FREIGHT

AUGUST 28-30, 2024 | CLEVELAND, OHIO



# SPONSOR PROSPECTUS

Hilton Cleveland | [ohioconferenceonfreight.com](http://ohioconferenceonfreight.com)

# PARTNERSHIP OPPORTUNITIES



## PRESENTING PARTNER

\$30,000

- 12 conference registrations included
- Logo on event website and in conference program
- Welcome letter in program
- Introductory remarks during a keynote session
- Ad in conference program *(full page)*
- Recognition in conference remarks
- Table top booth package *(includes: 6' skirted table, 2 chairs, trash can)*
- Option to provide branded item or material in tote bag

SOLD OUT!

## PROGRAM PARTNER

\$25,000

- 10 conference registrations included
- Logo on event website and in conference program
- Ad in conference program *(full page)*
- Table top booth package *(includes: 6' skirted table, 2 chairs, trash can)*
- Option to provide branded item or material in tote bag

SOLD OUT!

## THURSDAY EVENING RECEPTION PARTNER

1 AVAILABLE | \$12,500

- 4 conference registrations included
- Logo on event website and in conference program
- Ad in conference program *(1/2 page)*
- Option to provide branded item or material in tote bag
- Signage recognition outside event space on day of reception
- Opportunity to provide opening comments at reception *(Thurs. 8/29/2024, 5pm to 6:30pm)*

## OPENING RECEPTION PARTNER

1 AVAILABLE | \$10,000

- 3 conference registrations included
- Logo on event website and in conference program
- Ad in conference program *(1/2 page)*
- Option to provide branded item or material in tote bag
- Signage recognition outside meeting space on day of reception
- Opportunity to provide opening comments at reception *(Weds. 8/28/2024, 5pm to 6:30pm)*

## KEY DEADLINES

**JULY 31, 2024**  
Deadline to become  
a sponsor

### SPONSORED FOOD OPTIONS

6 AVAILABLE | \$5,000

- 1 conference registration included
- Help off-set conference costs by providing sponsor dollars towards a meal function *(such as a break, breakfast or lunch)*
- Logo on event website and in conference program
- Option to provide branded item or material in tote bag
- Signage recognition on day of sponsored meal function *(NOACA will assign meal functions)*

### KEYNOTE PARTNER

3 AVAILABLE | \$6,000

- 2 conference registrations included
- Opportunity to introduce a keynote speaker
- Logo on event website and in conference program
- Ad in conference program *(1/2 page)*
- Option to provide branded item or material in tote bag
- Signage recognition outside meeting room on day of keynote presentation

### LANYARDS

1 AVAILABLE | \$5,000

- 1 conference registration included
- Lanyards: \$5,000 plus the cost of 350 lanyards
- Keep your company name front and center on our conference lanyards
- Each attendee will receive this item with their badge to display their name for all conference related events. Single-color print, lanyards developed and supplied by NOACA staff

### EXHIBITOR PARTNER

13 AVAILABLE | \$2,500

- 1 conference registration included
- Table top booth package (includes: 6' skirted table, 2 chairs, trash can)
- Logo on event website and in conference program
- Option to provide branded item or material in tote bag

# EXHIBIT HOURS, HOTEL & PAYMENT



## EXHIBIT HOURS

### WEDNESDAY | AUGUST 28<sup>TH</sup>

#### Exhibitor Set-up

3:00-5:00pm

#### Reception

5:00-6:30pm

### THURSDAY | AUGUST 29<sup>TH</sup>

#### Exhibitor Hours

8:30-9:30am

10:30-10:45am

1:30-1:45pm

2:45-3:00pm

### FRIDAY | AUGUST 30<sup>TH</sup>

#### Exhibitor Hours

8:30-9:30am

10:30-10:45am

11:45am-1:00pm

#### Exhibitor Breakdown

1:00-3:00pm

## HOTEL & PAYMENT INFORMATION

### HOTEL INFORMATION

#### Hilton Cleveland Downtown

100 Lakeside Avenue East | Cleveland, OH 44114

**Room Rate:** \$189+ per/night

**Hotel Reservation** can be made [here](#)

### ORDERING ELECTRIC & INTERNET

To order electric, power cords, internet, monitors, etc. Please visit this [link](#)





# SHIPPING & RECEIVING

AT HILTON CLEVELAND DOWNTOWN

## Hours of Operation

**Monday-Friday:** 6:00am-6:00pm

**Saturday-Sunday:** must be scheduled in advance with your Event/Catering Manager

## Incoming Shipments

Hotel will receive a group's packages no more than 3 days prior to the event. If packages arrive to the hotel more than 3 days out from the event, hotel will have the right to refuse delivery.

- If you need to have packages delivered more than 3 days in advance of your event, please contact your Event/Catering Manager for options.
- Delivery of your packages to the meeting space can be arranged with your Event/Catering Manager or the on-floor Event Service Managers or Banquet Team upon your request.
- Do not request your packages through the front desk unless you want them delivered to your guestroom or you will be taking them to the banquet space on your own. The Bell Team does not handle package deliveries to the banquet space. If you do request your packages through the Front Desk, they will be delivered to your guest room and additional fees will apply from the Bell Team.

## Label Information

All packages must be labeled exactly as listed below. If they are not labeled correctly, your package may be lost or delayed. The Hotel is not responsible for packages that are labeled incorrectly. Please share correct labeling information with your exhibitors.

- Do not list your Event/Catering Manager's name on your package.
- Do not list the word "guest" if the package is going to be delivered to the event space.

### Label

Hilton Cleveland Downtown  
"Group Name"–Client or Exhibitor (*select one*)–Date of Event  
"Contact Name"  
100 Lakeside Avenue East Cleveland, OH 44114

## Outgoing Shipments

- Hotel will offer complimentary outgoing shipments.
- All packages must be labeled with a pre-paid label.
- All packages must be properly sealed and ready to go out with carrier.
- The client/exhibitor is responsible for calling the carrier to schedule a specific pickup time. The hotel will not be responsible for scheduling pickups.
- All packages will be delivered to the Hotel's dock within 1-2 business days of the program's end and will be available for pick up by all regularly scheduled carriers (FedEx, UPS, USPS).
- Hotel will not be held responsible for the status of any outgoing shipments.

## Fees

Flat Envelope.....	\$5.00
1lb to 25lbs.....	\$15.00
26lbs to 50lbs.....	\$30.00
51lbs to 75lbs.....	\$50.00
76lbs and above.....	\$75.00
Pallet/Crate.....	\$175.00