

Sponsorship Agreement

# Sponsorship Agreement

## Purpose of the Sponsorship Agreement (SA)

This document outlines the various levels of sponsorship and specifically defines the additional benefits of Gold and Silver sponsorship of the Twin Cities Systems Management User Group. (TCSMUG)

## Sponsorship Levels

The Twin Cities Systems Management User Group (TCSMUG) is a not for profit organization of System Center IT professionals. We leverage our sponsorship program to provide food and beverages for our monthly meetings as well as covering travel costs for speakers at our meetings. The table below lists the benefits of each of our sponsorship levels.

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| --- | --- | --- |
| Level | Requirements | Benefits |
| Gold | Provide food/beverages for a meeting + $5000 donation. | 60-70 minutes to provide product overview to the group.Access to the groups email list. This email list can be used for targeted communications regarding your organization's product overview at our meeting. TCSMUG members email addresses cannot be automatically signed up for your newsletters, however your use of this list can provide links for members to sign up for any of these services.Link to your site posted on our front page and sponsors page (Gold Section) for 1 year. |
| Silver | Provide food/beverages for a meeting + $2500 donation. | 30-40 minutes to provide product overview to the group.Link to your site posted on our sponsors page (Silver Section) for 1 year. |
| Bronze | Provide food/beverages for a meeting + $1000 donation. | Attend a meeting and allow us to give a quick 5-10 minutes overview of your product and be available to answer questions and meet the group.  Link to your site posted on our sponsors page (Bronze Section) for 1 year. |

## Scheduling Sponsorship

Our meeting schedule is posted on our website here: http://tcsmug.eventbrite.com/. We make every effort to follow the posted schedule but reserve the right to update the schedule to accommodate both speakers and sponsors schedules for future meetings. Please contact info@TCSMUG.org to schedule a sponsorship event.

## Meetings

Our monthly meetings are held at our local Microsoft Technology Center in Edina. We typically meet from 5 PM – 7 PM. Based on your sponsorship level you are able to have speakers attend and represent your organization at our monthly meetings. We typically allow one single sponsor for an event to ensure the sponsor receives adequate attention and to allow for enough time for our groups scheduled speakers. Based on your sponsorship level you will be allowed 5-10, 30, or 60 minutes to discuss and share your product with the group.

We prefer to leave the food/beverages arrangements up to the sponsors. Deliveries should be timed to arrive at approximately 4:30 at the Edina Microsoft offices.

## Personal Courtesies

We send our group members invitations to our monthly meetings. This information is used to calculate how many users will be present so we can estimate what is needed for food/beverages. We will contact our sponsors with the number of accepted invites 2 days prior to the event to ensure they have an accurate count for providing food and beverage.

## Sponsorship Details

Please complete the following form and email the information to info@TCSMUG.org. The Twin Cities Systems Management User Group is an unincorporated charitable organization (EIN# 83-4031322). Sponsorship checks should be made out to “Twin Cities Systems Management User Group” and sent to

TCSMUG

7730 Laredo Dr

Chanhassen, MN 55317

**Organization/Company Name**: Click here to enter text.

**Specific Application or Topic to Cover**: Click here to enter text.

**Contact Information**: Click here to enter text.

**Specific Sponsorship Level Interest:**

[ ] Gold ($5000 donation and sponsor provided food/beverages)

[ ] Silver ($2500 donation and sponsor provided food/beverages)

[ ] Bronze ($1000 donation and sponsor provided food/beverages)