



# Exhibitor Guidelines

Premiere Ambassador, Benefactor, Friend

All exhibitors will be approved by PAM with the expectation that exhibitors' behavior, resources, and mission are compatible with PAM and Presbyterian Church (USA) mission and values.

The conference exhibit hall will be located in the **lobby of Anderson Auditorium** where all conferees gather for worship each day at 11:00am.

Exhibit tables will be in place starting at the beginning of the conference week through the end of the conference week. Exhibitors may set up their table and come and go as they please.

Exhibitors are **encouraged to staff their exhibit table** during the following times when conferees will be encouraged to visit the exhibit hall:

Day	Time
Thursday, June 20	9:30-11:00am, 6:30-8:30pm*
Friday, June 21	9:30-11:00am, 6:30-9:30pm
Monday, June 24	9:30-11:00am, 6:30-8:30pm*
Tuesday, June 25	9:30-11:00am, 6:30-8:30pm

\*PAM sponsored dessert reception for all conferees in the exhibit hall.

## Each exhibit space includes:

- One (1) 6' draped table with two (2) chairs
- Access to designated electrical outlets
- Up to two (2) exhibitor name badges

Exhibitor placement will be assigned by PAM staff, with the exception of Premiere Ambassador sponsors who receive their preferred location in the exhibit hall.

**Payment:** Full payment for sponsorship is required at the time of exhibitor registration. Confirmation of purchase will be emailed upon receipt of payment. When paying by check, mail to Presbyterian Association of Musicians, 404 BNA Drive, Suite 650, Nashville, TN 37217. A \$35 fee will be assessed for a returned check. No refund will be made to a sponsor for any reason. Once an exhibitor is approved, payment will be processed.

**Space:** The exhibit hall is a public space of Montreat Conference Center. Neither PAM nor Montreat Conference Center are responsible for the theft or damage of exhibit or personal materials.

**Conference Participation:** Exhibitors are welcome to attend daily worship services and evening events while exhibiting at the conference. Only exhibitors who have registered for the conference may attend daily classes.

**Lodging:** Availability for lodging in Montreat is scarce during the Conference. There are hotels in black Mountain and the surrounding area. It is recommended to book early.

**Load in and out:** Exhibitors are expected to arrive between 2:30 and 8:30 on Wednesday, June 19 to set up their space in the Anderson Auditorium Lobby or their assigned space. Tables and spaces should be cleared by 10pm on Tuesday, June 25.

Questions? Contact Bill Davis, Development Manager, at [Bill.Davis@pcusa.org](mailto:Bill.Davis@pcusa.org).



# Exhibitor Guidelines

Ambassador

All exhibitors will be approved by PAM with the expectation that exhibitors' behavior, resources, and mission are compatible with PAM and Presbyterian Church (USA) mission and values.

## Exhibitor Dates

**Week 1: June 20-21, 2024**

**Week 2: June 24-25, 2024**

Ambassador sponsors have the opportunity to exhibit in a conference classroom, instead of the conference exhibit hall. The conference classrooms are organized by topic/discipline. Ambassadors may select which classroom they would prefer. Selections may be made on a first come, first served basis. There is a limit of one Ambassador exhibit per classroom.

Classroom	Class Type
Upper Anderson	Handbells
Moore Center	Adult Seminars
Anderson Auditorium	Adult Choir, Organ Seminars, Reading Sessions
Convocation Hall	Youth Choirs
Walkup	Adult Seminars

### Each exhibit space includes:

- One (1) 6' draped table with two (2) chairs
- Access to designated electrical outlets
- Up to two (2) exhibitor name badges

Ambassadors are invited to make one 60-90 second pitch one time per week for every offering in the classroom.

Exhibitors are encouraged to staff the exhibit table within the classroom before and after class offerings.

Ambassadors may set up their exhibit table Sunday evening and break down Friday evening, or any time in between, as long as a class is not meeting.

### Additional Information

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**Space:** The exhibits are located in a public space of Montreat Conference Center. Neither PAM nor Montreat Conference Center are responsible for the theft or damage of exhibit or personal materials.

**Conference Participation:** Exhibitors are welcome to attend daily worship services and evening events while exhibiting at the conference. Only exhibitors who have registered for the conference may attend daily classes.

**Lodging:** Availability for lodging in Montreat is scarce during the Conference. There are hotels in black Mountain and the surrounding area. It is recommended to book early.

Questions? Contact Bill Davis, Development Manager, at [Bill.Davis@pcusa.org](mailto:Bill.Davis@pcusa.org).



# Sponsorship Benefits

At a glance

Benefit	Premiere Ambassador	Ambassador	Benefactor	Friend	Supporter
Exhibit Table - in the exhibit hall			✓	✓	
Exhibit Table - preferred location in the exhibit hall	✓				
Exhibit Table - in classroom		✓			
Bag Drop - 2 pieces	✓	✓			
Bag Drop - 1 piece			✓	✓	✓
Conference Book - organization name listed	✓	✓	✓	✓	✓
Conference Book - full page color ad	✓	✓			
Conference Book - half page color ad		✓			
Slide	✓	✓	✓	✓	
Webpage	✓	✓	✓		
Conference app - page	✓	✓	✓		
Banner ad	✓	✓			
Evening Event Introduction	✓				
Classroom Pitch		✓			
In person registration	1/wk	1/wk	1/wk		



# Premiere Ambassador

**One week \$3,000 Two weeks \$5,000**

3 per week available

## Premiere Ambassador Benefits

- Exhibit hall display table with preferred location.
- Bag Drop - Two pieces of literature or promotional (swag) items to be included in in-person conference bags.
- Conference Book - organization name listed in conference book varied by size related to sponsorship level.
- Conference Book Ad - one full page, four color ad in the conference book.
- Slide - organization's logo shown at daily worship and evening events.
- Webpage - one unique conference sponsor webpage with video, logo, and links to organization's website.
- Conference App Page - one dedicated page in the conference app.
- Banner Ad - one ad on a conference webpage (970x250px or 920x160px)
- Evening Event - Introduce one conference evening event (Organ Recital, Hymn Festival, or Chamber Choir Concert) with up to 5 minutes of speaking time (in-person or pre-recorded video).
- Informational Session - opportunity to present one week long, 45-min workshop. (Must be arranged with PAM staff.)
- Conference Registration - one conference registration for each week sponsored.

Sponsorship

Deadline

**March 1, 2024**

Book online at  
[presbysmusic.org/connect](https://presbysmusic.org/connect)





# Ambassador

**One week \$2,000 Two weeks \$3,000**

5 per week available

## Ambassador Benefits

- Exhibit Display Table - within a classroom offering of area specialty.
- Bag Drop - Two pieces of literature or promotional (swag) items to be included in in-person conference bags.
- Conference Book - organization name listed in conference book varied by size related to sponsorship level
- Conference Book Ad - Two week Ambassadors: one full page, four color ad in the conference book. One week Ambassadors: one half page, four color ad in the conference book.
- Slide - your organization's logo shown at daily worship and evening events.
- Webpage - one unique conference sponsor webpage with video, logo, and links to organization's website.
- Conference App Page - one dedicated page in the conference app.
- Banner Ad - one ad on a conference webpage (970x250px or 920x160px)
- Classroom Pitch - One 60-90 second pitch within the classroom one time per week for every offering in the classroom.
- Conference Registration - one conference registration for each week sponsored.

Sponsorship

Deadline

**March 1, 2024**

Book online at  
[presbysmusic.org/connect](https://presbysmusic.org/connect)





**One week \$600 Two weeks \$1,000**

6 per week available

### **Benefactor Benefits**

- Exhibit Display Table - within the exhibit hall.
- Bag Drop - one piece of literature or promotional (swag) items to be included in in-person conference bags.
- Conference Book - organization name listed in conference book varied by size related to sponsorship level
- Slide - your organization's logo shown at daily worship and evening events.
- Webpage - one unique conference sponsor webpage with video, logo, and links to organization's website.
- Conference App Page - one dedicated page in the conference app.
- Conference Registration - one conference registration for each week sponsored.

Sponsorship

Deadline

**March 1, 2024**

Book online at  
[presbysmusic.org/connect](https://presbysmusic.org/connect)





**One week \$450 Two weeks \$750**

### **Friend Benefits**

- Exhibit Display Table - within the exhibit hall.
- Bag Drop - one piece of literature or promotional (swag) items to be included in in-person conference bags.
- Conference Book - organization name listed in conference book varied by size related to sponsorship level
- Slide - your organization's logo shown at daily worship, evening events, and on conference livestream.

Sponsorship  
Deadline  
**March 1, 2024**  
Book online at  
[presbysmusic.org/connect](https://presbysmusic.org/connect)



**\$350**

### **Supporter Benefits**

- Bag Drop - one piece of literature or promotional (swag) items to be included in in-person conference bags.
- Conference Book - organization name listed in conference book varied by size related to sponsorship level

Sponsorship  
Deadline  
**March 1, 2024**  
Book online at  
[presbysmusic.org/connect](https://presbysmusic.org/connect)





# Conference Book

Each conferee receives a book in either digital or hard copy. It is utilized daily throughout the conference for worship services and contains schedules of events, campus maps, and important information about conference activities. The conference book is frequently brought back to conferees' home churches for reference and future worship planning.

Deadline  
**March 1, 2024**

Book online at  
[presbysmusic.org/connect](http://presbysmusic.org/connect)

Music publishers, seminaries, university choral/sacred music programs, organ builders, and many other organizations affiliated with church music have utilized advertisements in our conference book to reach a highly specific, targeted audience. The conference book is also a good place to highlight a conference faculty member who is a part of your organization.

Audience: 1,500

Color	Cost
Full Page	\$725
Half Page	\$550

## Ad Specs

Full page 7.5"x 10"

Half page (horizontal) 7.5"x 4.9"

PDF, 300 dpi  
CMYK

