



ABOUT ASSOCIATION OF CHIEF BUSINESS OFFICIALS

The Association of Chief Business Officials offers business officers in California opportunities to develop professionally, to identify issues affecting community colleges, and to share their expertise with their colleagues. Our membership includes 116 California community colleges, enrolling 1.8 million students.

As the ACBO Board of Directors pursue avenues of professional development, address issues affecting our constituency and advocacy of community colleges, your input, suggestions and comments are valuable.

WHO ATTENDS THE ACBO SPRING CONFERENCE?

We anticipate 225 to 275 attendees, including sponsor representatives and presenters, up to 165 of these will be CBO's and other college employees.

JOIN US AT THE EVERLINE RESORT & SPA, LAKE TAHOE | MAY 19-21, 2025



OUR SPONSORS ARE IMPORANT TO US!

We believe that your support will make a significant impact on the continued success of the ACBO Conference, and we are dedicated to providing you with the recognition and appreciation you deserve. Together, we can create an unforgettable experience for all attendees, filled with informative sessions, valuable networking opportunities, and meaningful connections. As a sponsor, you will have the opportunity to showcase your products and services to a highly engaged audience, enhancing your visibility and strengthening your reputation and relationships with the CBO's. We offer a range of sponsorship packages designed to meet your specific needs and objectives, ensuring that you receive maximum return on your investment.

Join us in making this conference an exceptional event that drives innovation and fosters a sense of community. Thank you for considering a sponsorship, and we look forward to partnering with you to achieve great things.

[REGISTER NOW](#) >



ACBO SPRING 2025 CONFERENCE | SPONSORSHIP PROSPECTUS

ACBO invites YOUR COMPANY to participate and take advantage of these sponsorship opportunities!

PLATINUM
SPONSOR
SIX OPPORTUNITIES

\$6,500

- **Speaking Time:** Three (3) minutes
- **Sponsored Event:** Special Event (i.e. Casino Night), Receptions and the Registration Area *Co-Sponsored*
- Logo featured prominently on signage of sponsored events
- **Sponsor Table** | *Includes electricity and basic Wi-Fi*
- Customized sponsorship profile in conference app
- Company logo and website displayed on ACBO's website (event page)
- Full-screen digital ad
- Email ad included in the know before you go (KBYG) series
- Post-conference attendee list (*for a one-time email*)
- Opportunity to provide brochure or give-away in registration area
- Ability to send two (2) push notifications from conference app
- Banner Ad with external linking
- Pre-conference Attendee List provided one week prior to the conference

Three (3) Conference Registrations

GOLD
SPONSOR
LIMITED

\$3,500

- **Elevator Pitch:** 30 seconds
- **Sponsored Event:** Lunch & Breakfast *Co-Sponsored*
- Logo featured prominently on signage of sponsored events
- **Sponsor Table** | *Includes electricity and basic Wi-Fi*
- Customized sponsorship profile in conference app
- Company logo and website displayed on ACBO's website (event page)
- Half-screen digital ad
- Post-conference attendee list (*for a one-time email*)

Two (2) Conference Registrations

SILVER
SPONSOR
UNLIMITED

\$1,500

- **Sponsored Event:** Refreshment Breaks *Co-Sponsored*
- Logo featured prominently on signage of sponsored events
- Customized sponsorship profile in conference app
- Company logo and website displayed on ACBO's website (event page)
- Quarter-screen digital ad
- Post-conference attendee list (*for a one-time email*)

One (1) Conference Registration

**Sponsor table opportunity NOT included in this level and not available for additional purchase.*

ADDITIONAL CONFERENCE REGISTRATIONS

Sponsors will be limited to purchasing no more than three (3) registrations over the number included in sponsorship package. Additional registrations may be purchased for \$595 (through 4/25) and \$685 (beginning 4/26 and on-site).

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ACBO SPRING 2025 CONFERENCE

IMPORTANT INFORMATION

FOR SPONSORS



DEADLINES

Registration Deadline | April 25, 2025

Cancellation Deadline | April 11, 2025

Deliverables Deadline | April 25, 2025

DELIVERABLES

We encourage early submission to avoid any last-minute challenges.

COMPANY LOGO

Images must be jpeg or png high resolution, a minimum of 300 dpi, and transparent if appropriate.

DIGITAL AD

Digital ads will be included in a rolling PowerPoint presentation that will be run at the conference— primarily between sessions and during meal functions as appropriate.

Finished digital ads should be submitted as a high-resolution, widescreen (16:9) PowerPoint slide OR a png / jpeg image in the following sizes:

PLATINUM | 9" wide x 5-1/4" high

GOLD | 4-1/2" wide x 5-1/4" high

SILVER | 4-1/2" wide x 2-1/2" high

EMAIL AD

Email ads will be included in one of the Know Before You Go (KBYG) or post-conference emails. Finished email ads should be submitted in a PNG image, sized 640 x 360 pixels.

BANNER AD

Banner Ads will be displayed in the conference app. Please provide images (which will appear behind text). Supported file types: JPEG, JPG, PNG, or GIF only. The recommended size: 1464 x 420 pixels

FORMS OF PAYMENT

Check or credit card payment accepted. Paying by credit card fully completes your registration and avoids delays in payment processing as well as the risk of checks being lost in the mail. As a reminder, your full payment must be made within two weeks of registration.

CONFIRMATION

We'll be in touch via email with next steps and specifications regarding YOUR sponsor or advertiser deliverables and benefits within two weeks after your online commitment is made.

ATTENDEE REGISTRATIONS

Every sponsor representative must be registered for the conference. Registration instructions will be provided within two weeks after your online commitment is made. ***Sponsor attendees will not be registered through the ACBO conference registration website.***

PACKAGE INCLUSIONS

Sponsor tables include a basic package (table, two chair(s) and tent card signage), Wi-Fi and basic electrical also included.

SPONSOR TABLE LOAD IN AND TEAR DOWN

Sponsor load in is tentatively scheduled for Monday, May 19 from 7:30 - 9:00 a.m. Tear down will be on Tuesday, May 20 at 4:00 pm.

PRE-CONFERENCE & POST-CONFERENCE ATTENDEE LIST

A pre-conference attendee list (email addresses only) will be provided to Platinum Sponsors ONLY on May 12, 2025. A post-conference attendee list (email addresses only) will be sent to all sponsors by May 27, 2025 (one-week post-conference). Please note, this is proprietary information and to be used for ONE email only. The honor system applies on this request, and we encourage you to adhere as multiple unauthorized contacts usually serve only to drive attendees away from using a particular vendor.

CANCELLATION POLICY

Cancellation by April 11, 2025 will result in a 50% refund. All cancellations must be emailed to events@acbo.org and are not valid unless you receive a return confirmation that your email has been received. There will be no refunds for cancellations on or after April 12, 2025.

QUESTIONS?

Email events@acbo.org

