



# Oregon Community Trees Sponsorship Form 2020

“Water Wise Community Forests: Strategies for Oregon’s Future”

June 4, 2020 – World Forestry Center, Portland, OR

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*Oregon Community Trees (OCT) is a 501(c)3 non-profit organization that promotes healthy urban and community forestry through leadership, education, and advocacy. OCT partners with the Oregon Department of Forestry’s Urban and Community Forestry Assistance Program and the USDA Forest Service.*

*OCT has no paid staff and is run by a volunteer Board. The generosity of sponsors allows Oregon Community Trees to co-host the annual Oregon Urban & Community Forestry Conference each June.*

*Did you know that Oregon Community Trees has already awarded \$15,332 in grants to 29 Oregon Tree Cities since 2014? Your tax-deductible donation also supports OCT’s Arbor Day Grant and Urban and Community Forestry Awards programs. Each year OCT’s Arbor Day grant program awards thousands of dollars to Oregon Tree City USA communities, and the Awards program recognizes urban and community forestry leaders and organizations across the state.*

*Your continued support truly helps benefit urban and community forestry outreach and to honor individuals and organizations that share OCT’s values across Oregon.*

## Sponsorship Levels and Benefits

*Please note that donations of any amount are greatly appreciated.*

- **\$250:** Sponsor receives: public verbal recognition of appreciation at the conference, and their logo will be displayed throughout the conference.
- **\$500:** Sponsor receives: **one (1) free conference admission**, public verbal recognition of appreciation, their logo will be displayed throughout the conference.
- **\$700:** Sponsor receives: **one (1) free conference admission, one (1) free pre-conference party admission (held on the evening before the conference); one (1) display table in the designated area outside or in the back of the conference hall**, public verbal recognition of appreciation, and their logo will be displayed throughout the conference.
- **\$1,000:** Sponsor receives: **two (2) free conference admissions, two (2) free pre-conference party admission, a display table inside the conference hall**, verbal recognition of appreciation, and their logo will be displayed throughout the conference
- **\$1,500:** Sponsor receives: **three (3) free conference admissions, three (3) free pre-conference party admission, two (2) display tables – one inside the conference hall, the other outside the hall**, verbal recognition of appreciation, and a logo will be displayed throughout the conference.

**Explanations and clarifications:**

- Conference display tables have become very sought after in the last few years. This year OCT plans to facilitate the choice of display table inside the conference hall, and/or in the lobby for sponsors over \$700. The locations will be determined by a “first to sponsor, first to choose location” policy. Please indicate on the sponsor form if your organization would like to have a display table.
- Conference tables are approx. 8 ft long and 30 inches wide.
- The “pre-conference social” is a party with the OCT directors, speakers, and attendees with complementary food, beverages, and adult beverages as a networking opportunity. It will be held on the Wednesday evening before the conference at a location in Portland.

Oregon Community Trees would, again, like to thank you for your continued support for our work. Be assured that your donation sustains our organization, and allows us to continue to grow our Tree City USA grants, the statewide awards programs, and the annual urban and community forestry conference.

If you have any questions please contact Tyler Roth at (541) 399-7775. Also feel free to email [Conference@OregonCommunityTree.org](mailto:Conference@OregonCommunityTree.org) to reach several of our conference organizing directors.

Please complete the following form and mail your check/money order payment to:

**Oregon Community Trees**

P.O. Box 13074

Salem, OR 97309-1074

Timely payment is greatly appreciated. Please include the completed form with your payment. The payment, logo, and form submission **deadline is June 1, 2020**. However, table and display assignments will be granted on a “first paid, first choice” basis to sponsors that send in their payment, completed form, and display logo, prior to that deadline. Display tables are only available to sponsors of over \$700.

Note: OCT reserves the right to not list your organization or display its logo if payment is not received by June 1<sup>st</sup>, 2020.



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*(Please include this completed form with payment)*

### Three easy steps:

(1) Fill out your contact information. Clearly write/type the name of your organization/business as you wish to see it listed on conference materials.

Name: \_\_\_\_\_

Organization/Business: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Would you like to remain anonymous?    Y    N

(2) Determine your sponsorship level and write check:

Sponsorship Amount: \_\_\_\_\_

If sponsorship is at/over \$700, **would you like a display table?**    Y    N

Preferred location: \_\_\_\_\_

*(Please note display table options in the conference level descriptions)*

(3) Email OCT your organization/business logo:

Please make sure that **your logo is of the highest resolution** because it will likely be projected on a large screen. We want to make sure our sponsors are clearly seen!

**Please email your logos to [Conference@OregonCommunityTrees.org](mailto:Conference@OregonCommunityTrees.org)**

*Note: if you have questions, concerns, special requests, or would like to donate items other than money, please contact [Conference@oregoncommunitytrees.org](mailto:Conference@oregoncommunitytrees.org).*