



2014 EVENT SPONSOR FORM

PHRMA Luncheon Sponsorship includes:

- Host a sponsor table at the luncheon and connect directly with members
- Provide marketing materials and logoed items on each guest table
- Display your company's information in the rolling PowerPoint presentation during the networking portion of the program
- Link your company's website to PHRMA's online luncheon announcement located on our calendar of events
- Enjoy recognition by the presenter as our luncheon sponsor with a 75-word description of your company read aloud to our audience by PHRMA
- Enjoy lunch for up to two people (\$30 for each additional person)
- Collect business cards by offering a door prize drawing. Optional.

Cost of Sponsorship: \$400.00 (PHRMA will send you an invoice for the sponsorship fee)

To find out more about sponsoring a PHRMA luncheon contact:

- Stephanie Anderberg, PHRMA Sponsorship Chair
- Email: sponsorships@portlandhrma.org

CONTACT & BILLING INFORMATION

Contact Information		
Company Name:		
Street Address:		
City:	State:	Zip:
Contact Name:		Position:
Phone:		Email:
Website:		Fax:
Billing Information		
Billing Contact:		Position:
Phone:		Email:
Billing Address (if different):		
City:	State:	Zip:

Thank you for supporting PHRMA!

SPONSORSHIP INFORMATION

General Information

Sponsorship Month:

Please write a description of your business to be read by the host (75 words or less):

Who will be attending the event on your behalf:

1)

2)

*****Additional tickets are available for \$30.00 each*****

3)

4)

Sponsor Activities

Door/Raffle Prize: ☐

We will use our own bowl to collect cards: ☐

Drawing description:

Sponsor Table: ☐

We will use our own table cloth: ☐

Other items/equipment needed:

Collateral at each table setting(up to two items per place setting): ☐

We would like help distributing these: ☐

Web Calendar Advertisement: ☐

Logo attached: ☐

Website above: ☐

WHAT TO EXPECT WHEN YOU ARRIVE FOR THE PHRMA LUNCHEON:

All events are at the Lloyd Center Doubletree. You may unload in front, and then park in the attached lot. Complimentary parking is provided – please help yourself to a parking voucher, located inside on the PHRMA table. The event's location within the Lloyd Center Doubletree changes from month to month. Please review the "Today's Events" screens located inside the Ballroom Entrance doors to determine in which banquet hall we are located. Jill Dyke, PHRMA's office manager, will be there at least 30 minutes before the event. She can help direct and assist your set up. If the event is located in an upstairs ballroom, your sponsor table will be the closest to the stairs. In the event that there are two sponsors, your table will be one of the two closest to the stairs. We never have more than two sponsors per event. If you need additional equipment or assistance please note it above. For day-of-event requests, please contact Karmen Bickel at 503-407-5017. Sponsorship fees are based on the information provided above. An invoice will be emailed to the email provided. We are a volunteer staffed organization, and we strive to exceed your expectations. Your feedback helps us improve upon our offerings and service so please feel free to provide it!