



## **2025 CONFERENCE SPONSORSHIP INVOICE/APPLICATION**

ICASHRM is a professional organization dedicated to helping meet the educational needs of Human Resource Professionals in Indiana County. Composed of over fifty (50) members, ICASHRM is an affiliated chapter of the Society for Human Resource Management, the world's largest association devoted to human resource management. We serve as a support network for local HR professionals as they carry out the day-to-day functions of their jobs. For more information on ICASHRM, check us out at <http://icashrm.shrm.org/>

ICASHRM holds a conference every other year, bringing state-of-the-art topics to local HR professionals right in their hometown! Don't miss this opportunity to build an invaluable network of contacts your company can utilize. Sponsors select from several sponsorship levels, with opportunity to share expertise, product(s), and/or service(s) with ICASHRM Conference Attendees, as well as with Chapter members at a monthly meeting depending on the option selected.

### **THE EXCLUSIVE DIAMOND LUNCH SPONSORSHIP PROVIDES GREAT EXPOSURE, AND INCLUDES:**

- **Recognition at our October 16, 2025 Conference at Chestnut Ridge Resort & Conference Center, Blairsville, PA** – signage will be provided at each lunch buffet table as well as each attendee luncheon table top recognizing your company as the lunch sponsor.
- **Opportunity to promote your businesses services to attendees during the lunch hour** – in addition to the signage, you will have the opportunity to provide a **3-5 minute verbal "advertisement"** to attendees during the lunch hour. Corporate literature and small gifts can be provided to attendees as well if desired. Sponsor will receive an electronic attendee list.
- **Ongoing promotion** – sponsors are recognized in our ongoing chapter communications and with an ongoing feature of your company name, logo, website information with link and contact information, and brief description posted on our website, [icashrm.shrm.org](http://icashrm.shrm.org), for the duration of the calendar year.
- **Sponsor table at Conference** – includes networking opportunities, breakfast, vendor lunch and afternoon snack break for one (1) representative. Up to two (2) additional representatives for your company can be present for the conference for a charge of \$25 per additional person. *Assignment of table location at the Rustic Lodge will be predetermined by ICASHRM and based on the date of receipt of sponsorship application. Lunch sponsors are not required to elect a sponsor table, and may just attend for the lunch advertisement if preferred.*

**Sponsorship is \$800 – only two sponsorships available**

### **TERMS AND CONDITIONS**

**Payment** – Sponsor/advertiser agrees to pay the entire sponsor amount in full at time of sponsorship application. The fee is non-refundable and will not be prorated for any reason.

**Duration** – Sponsorship will be effective fourteen (14) calendar days from the date Sponsorship Application and Fee are received by the Chapter. The ICASHRM Sponsorship Chair and/or President will work with the Sponsor to select a meeting presentation date if part of the selected sponsorship level. Dates are filled on a first come, first serve basis. The sponsorship will run through the calendar year.

**Limits of Liability and Service Interruptions** – Regardless of fault, delay or interruption of any kind, including service disruptions, the sponsor advertiser agrees not to hold the ICASHRM responsible for liability, which includes any costs, claim, damage, loss, or cause of action of any kind that may result from this agreement. The liability ICASHRM is responsible for is limited specifically to the period of time the sponsor advertisement failed to display at the fault of ICASHRM. ICASHRM reserves the right to reject any advertising that does not meet our editorial or digital standards. The Sponsor must provide all information in a format acceptable to ICASHRM (GIF or JPG for Logo files).

**SPONSOR COMPANY INFORMATION**

Company Name: *	
Company Website: *	
Contact Person: *	
Title: *	
Address Line 1: *	
Address Line 2:	
City: *	
State: *	
Zip Code: *	
Phone: *	
Email: *	

**Company Logo and Promotional Text\*** for display on ICASHRM website or in promotional correspondences (logo can be up to 200 pixels wide by 100 pixels high in JPG or GIF format). Promotional text should be an up to 150 word company advertisement that will be posted to the ICASHRM website. **Send both to [icashrm@gmail.com](mailto:icashrm@gmail.com).**

Names/Titles for Conference Name Badge(s): *	
Second Attendee (Additional \$25 Fee):	
Third Attendee (Additional \$25 Fee):	

**\*Sponsorship Fee: \$800 + Additional Attendees (@ \$25.00 each) \_\_\_\_\_ = \$\_\_\_\_\_**

**RETURN THIS COMPLETED APPLICATION AND YOUR TOTAL SPONSORSHIP AMOUNT DUE TO:**

ICASHRM, PO Box 1252, Indiana, PA 15701

(Please send a *check or money order payable to Indiana County Area SHRM*)

**By signing below, Sponsor acknowledges and agrees to the terms of agreement outlined on Page One:**

\_\_\_\_\_  
Signature \*

\_\_\_\_\_  
Title \*

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date \*