

Sponsorship/Exhibitor Brochure



EXHIBITOR & SPONSORSHIP OPPORTUNITIES

INCLUDED IN EACH PACKAGE:	Exhibitor \$750	Bronze \$1500	Silver \$2000	Gold \$2500	Platinum \$3000	Title Sponsor (1) \$5500
Exhibit booth (electricity, carpet, etc. is purchased separately)	✓	✓	✓	✓	✓	✓
Full conference registrations (includes all educational sessions, social functions, meals, and other activities provided to attendees)	2	2	2	3	3	4
Recognition in final program	✓	✓	✓	✓	✓	Half Page in Program
Post conference attendee spreadsheet	✓	✓	✓	✓	✓	✓
Recognition in pre-registration and any other pre and post conference promotions		✓	✓	✓	✓	✓
Company logo on LRPA website (sponsor must provide)			3 months	6 months	9 months	12 months - website 2 social media post
Marketing inserts in conference packet/bag				✓	✓	Includes 1 promotional item in conference bag
LRPA membership list with one contact email				✓	✓	✓
Opportunity to submit a session proposal for the annual conference					✓	✓
Verbal recognition at opening session					✓	✓
Verbal recognition at lunch & evening events						✓
One year LRPA Commercial Membership						✓

For additional information or assistance, contact LRPA Executive Director Susanne Diez at (800) 234-8274, (225) 344-5001, or sdiez@lma.org / lrpa@lma.org.

LOUISIANA RECREATION AND PARK ASSOCIATION
ANNUAL CONFERENCE
Baton Rouge, LA
November 18-20, 2025

Company Name: _____

Representative/Contact: _____

Telephone: Email: _____

Billing Address: _____

Signature: _____

Additional Attendees (\$75 per person): _____

Package Selected: _____ Amount Due: _____ Booth Number: _____

To reserve your booth number, email LRPA Susanne Diez at sdiez@lma.org.

Booth Attendees: *First 2 attendees are included in package. See above cost for additional booth attendees.*

1. _____ 4. _____

2. _____ 5. _____

3. _____ 6. _____

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LRPA's Exhibit Hall is an excellent opportunity to meet Louisiana's park and recreation professionals who are involved in providing parks, playgrounds, athletic facilities, and recreation services throughout Louisiana. **** Please no solicitation or promoting products during your education session.**

The 2025 Annual Conference and Trade Show will be held at the Hilton Downtown, Baton Rouge, Louisiana on November 18-20, 2025. The Hilton Downtown Baton Rouge will serve as our host hotel facility. Please call 800-955-6962 before November 4, 2025, to reserve your room. Our room block code is **LRPA**. Our room rate is \$149/single & double per night plus local taxes and fees. Overnight guest valet parking with in/out privileges is \$37.00 per day plus tax and is available 24 hours. Day parking is \$18.00. Rates are subject to change without prior notice and parking is subject to availability.

REGISTRATION: Exhibitor registration may be done online or by scanning this completed form to sdiez@lma.org or mailing this completed form to LRPA, P.O. Box 4327, Baton Rouge, LA 70821. To register online go to www.lrpa.net. You will need a login ID and password to proceed with registration, which you may obtain by emailing registration@lma.org.

EXHIBIT FEE INCLUDES: Full package conference registration, all educational sessions, all social functions, all meals, and other activities provided to conference delegates. Additional vendor representatives can be added for \$75 per person. A limited number of booth spaces are available and will be reserved with registration and payment only.

****Number of conference registrations included in your package will depend on the level of sponsorship.**

EXHIBIT SPECIFICS

EXHIBIT AREA: Each exhibitor is entitled to one 8' table, two chairs, and a vendor sign. The main exhibit area is located at the Hilton Baton Rouge Capitol Center, 201 Lafayette Street, Baton Rouge, LA 70801.

REGISTRATION PICK UP: Registration is available from 1:00 p.m. until 4:30 p.m. on Tuesday, November 18. The show times are from 8:00 a.m. until 5:30 p.m. on Wednesday, November 19 and 8:00 a.m. until 12:00 p.m. on Thursday, November 20. Please make arrangements to keep your booth properly arranged and staffed for the duration of the show.

EXHIBIT TIMES: Set-up times are Tuesday, November 18, from 1:00 p.m. to 4:30 p.m. and Wednesday, November 19, from 8:00 a.m. to 9:30 a.m. All exhibitors must be completely set up by 10:00 a.m. on Wednesday, November 19, or the space will be deemed abandoned by the exhibitor. After that time, convention management shall have the right to rent abandoned space to any other exhibitor or use the space in another manner without any obligation to the exhibitor. Breakdown time will be Thursday, November 20 at 12:00 p. m.

Onsite Name Badges and Additional Attendees: If you have any changes to your listed attendees after you've completed registration, please email LRPA@lma.org by November 11. The issuance of additional or alternate name badges on-site will result in a **\$10 fee per badge**. Please remember that the exhibitor and sponsorship packages include a limited number of admissions to LRPA events. *Additional attendees outside of the specific packages listed on page 2 will result in a cost of \$75 per additional booth attendee. You will be invoiced the difference if necessary.*

Refund Policy: An administrative fee of \$250 will be charged for all cancellations. No refunds will be given after November 5th. Refunds will be issued only if the LRPA office receives your cancellation request in the form of a letter on your official letterhead mailed, emailed, faxed, or delivered to our office with a postmark date no later than November 5th.

LRPA is not responsible for the safety of your property from theft, damage, accident, or any other cause. The property of each exhibitor shall be at all times the responsibility of each exhibitor.

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