Dear Sponsors and Exhibitors:

The Organization of American Kodály Educators (OAKE) cordially invites you to sponsor or be an exhibitor at our National Conference in Portland, Oregon, March 5-8, 2020. Our theme is Focus 2020: Kodály’s Vision in the 21st Century. We expect over 500 conference attendees, made up of music teachers, administrators, and higher education faculty, plus approximately 500 national conference choir singers in addition to their families. The event will be held at the Hilton Portland Downtown, 921 SW Sixth Ave, Portland, OR 97204.

OAKE is a national music organization dedicated to professional excellence in teaching music as inspired by the Kodály Concept of Music Education. Our mission is to support music education of the highest quality, promote universal music literacy and lifelong music making, and preserve the musical heritage of the people of the United States of America through education, artistic performance, advocacy and research.

You play an essential role in the success of our conferences and mission throughout the year.

The attached information lists sponsorship, exhibit, and advertising options. These reservations are due online January 15th 2020 although we recommend being in communication much sooner to reserve your preferences and take advantage of advanced promotion.

Oregon does not charge sales tax.

Exhibitors should apply for a Temporary Business License with the City of Portland:

- This is not necessary if vendors are 501(c)3 organizations
- Info: [https://www.portlandoregon.gov/citycode/48526](https://www.portlandoregon.gov/citycode/48526)
- Application: [https://www.portlandoregon.gov/revenue/article/371803](https://www.portlandoregon.gov/revenue/article/371803)
  - Event: OAKE National Conference
  - Event Location: Hilton Portland Downtown, 921 SW Sixth Ave, Portland, OR 97204
  - Contact person: Nancy Johnson
  - Contact person phone: 507-269-2653
  - Event Dates: (vendors) Thurs Mar 5 - Sat Mar 7, 2020
  - Activity Type: professional conference for music educators

If you have any questions during the registration process, call the City of Portland Revenue Business Division at 503-823-5157, open 9 AM – 4:45 PM Pacific Standard Time.

We hope that you will consider exhibiting or being a sponsor at our conference. Your presence will make a significant contribution toward promoting quality musical education.

Sincerely,

Nancy Johnson
National Conference Business Director
Exhibits Coordinator

Lauren Hirsh
Administrative Director

Nancy Johnson

Lauren Hirsh

Organization of American Kodály Educators | 3415 S Sepulveda, Suite 1126, Los Angeles, CA 90034
Tel: 310.441.3555 | Fax: 310.441.3577 | info@oake.org | oake.org | facebook.com/oakeorg
HOW TO RESERVE

DEADLINE: Make your reservations as soon as possible to take advantage of promotion opportunities.
- Sponsorships and Exhibitors: January 15th
- Advertising: December 1st (Envoy)

ONLINE: Visit www.oake.org. Under National Conference > Sponsors and Exhibitors find the link to the Sponsors and Exhibitors Reservation Form. For advertising, visit oake.org/advertise/

SUBMIT: Sponsors and Exhibitors will upload the following:
- Web and print-ready official company logos (high resolution, 300 DPI preferred) as well as a vector or Adobe Illustrator file. Please contact your marketing department for these items.
- Company Website URL and company description (about 100 words/600 characters).
- Exhibitors will provide a brief description of what will be at their booth.
- You may also upload a jpeg banner image (600 by 110px) to be included in our GuideBook app, available to all conference attendees and choir families.

ADVERTISE: Visit oake.org/advertise/. Send artwork to info@oake.org and note that printed Envoy ads have an earlier deadline of Dec 1. Other conference materials are due Jan 15.

RESERVATION QUESTIONS/HELP: contact the OAKE office or staff member at the top of each page.
OAKE looks forward to proudly displaying and sharing your support with over 1,500 educators, students and families in addition to many others connected to our work. We are sure you will find an opportunity fitting your mission.

Sponsors may choose from the following on a first come-first served basis. Special event promotion begins in January so contact Lauren Hirsh soon to make the most of messaging opportunities.

<table>
<thead>
<tr>
<th>SPONSORSHIP LEVELS</th>
<th>BRONZE</th>
<th>SILVER</th>
<th>GOLD</th>
<th>PLATINUM</th>
<th>DIAMOND</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$1,000</td>
<td>$2,500</td>
<td>$5,000</td>
<td>$7,500</td>
<td>$10,000</td>
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**Sponsorship Options:**
- National Choir Memorabilia
- Exhibitors’ Reception - or - Community Dance
- Admin & Choir Family, Newcomers, Chapter Leaders’ Luncheon, Featured Concerts, or Highlight Sessions
- Opening Ceremonies - or - Hotel Meeting Space Internet
- Friday night Social - or - Saturday night President’s Reception

| Opportunity for a 1-2-minute address at Opening Ceremonies | X |
| Acknowledgement as a year-long supporter (Jan-Dec) on the OAKE website with logo and hyperlink to your website | X |
| Social Media post with hyperlinked logo and a message written by you | X |
| “Thank You” pop-up message on the digital conference app | X |
| Recognition of your support in a preconference email to OAKE members | X | X |
| Multiple public acknowledgements and recognition at conference events | X | X |
| Public acknowledgment at the conference | X | X | X |
| Signage displayed at the conference | X | X | X | X |
| Signage displayed at sponsored event | X | X | X | X |
| Complimentary exhibit tables | (1) | (1) | (2) | (2) |
| Complimentary full conference registrations (includes event tickets) | (1) | (2) |
| Name & logo on the choir t-shirts | X | X | X | prominent | X | prominent |
| Acknowledgement in print within the conference program booklets and Envoy | X | X | X | X | X | X |
| Acknowledgement on the OAKE website | X | X | X | X | X |
Choose sponsorships from the following list of events

<table>
<thead>
<tr>
<th>Sponsorship Level</th>
<th>Event Description</th>
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<tbody>
<tr>
<td><strong>DIAMOND</strong></td>
<td>The <em>President's Reception</em> is a culminating social event following the National Conference Choir Concert held on Saturday evening of the conference. It is open to all conference registered attendees, session presenters, invited guests, and OAKE leadership. Socialize, rekindle Kodály friendships or make new ones, and enjoy Portland's own Dustin Hunley, pianist, vocalist, music director, educator, composer and arranger. Kodály Singalong is this year’s Friday night event where attendees will have some great fun as well as light hors d’oeuvres, cash bar, and selfie station with free photo keepsakes! Enjoy an evening of your favorite Kodály classics, or lesser-known and beloved folk songs.</td>
</tr>
<tr>
<td><strong>PLATINUM</strong></td>
<td>The <em>Opening Ceremonies</em> officially kick off the OAKE National Conference on Thursday and will feature an opening concert by Resonance Ensemble, a banner parade featuring all OAKE chapters, opening remarks from the OAKE President and other industry leaders, as well as the keynote address by Patricia Shehan Campbell.</td>
</tr>
<tr>
<td><strong>GOLD</strong></td>
<td>The <em>Open House for Administrators and Choir Families</em> is an info session and social allowing both administrators and the families of our singers to become more informed about the strategic practices and benefits of a Kodály classroom, as well as ways through which they can support their teachers and students. The <em>Advisory Council Luncheon</em> is a planning session that involves the four national divisions and OAKE chapter presidents and treasurers from across the U.S. These are the teachers/leaders making a difference directly with members in each state. <strong>Featured Sessions</strong> showcase nationally-renowned clinicians invited to present at the conference. On Thursday afternoon, Dr. Karen Howard will present the Mini-Conference session “Matters of Diversity in a Kodály Context - Does Diversity Matter?” On Sunday, Maree Hennessy will present a <em>Sunday Spotlight</em> session to close the conference.</td>
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<tr>
<td><strong>SILVER</strong></td>
<td>The <em>Exhibitor’s Reception</em> coincides with the grand opening of our exhibit hall and is the first opportunity for conference attendees to view the exhibit hall and visit each exhibitor. <strong>Community Dancing</strong> and refreshments follows the Opening Ceremonies and is open to all conference attendees and choir families.</td>
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<tr>
<td><strong>BRONZE</strong></td>
<td>Water bottles (or other merchandise ideas) are given to our 450+ choir students.</td>
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EXHIBIT BOOTH
Reservations and payment at www.oake.org
Questions: contact Nancy Johnson, NCBD
njohnson@oake.org 507.269.2653

Each basic exhibit space will include one draped 6’ table, two side chairs and a waste basket. The OAKE office will be coordinating the exhibit area and will send out info packets to registered exhibitors.

First exhibit table/space is $165, then $110 for additional tables.
Exhibit space includes three complimentary exhibitor booth operator badges*. Additional are $25 each.
*Please note: Exhibitor booth operator badges do not include conference registration. The badge is for those managing the booth throughout exhibit hall hours and not for associated presenters. To attend conference sessions and events, a regular registration is required.

All exhibitors receive acknowledgement in the Kodály Envoy, the official quarterly journal of OAKE,
Acknowledgement in printed and digital conference materials,
Complimentary attendance at the daytime concerts, and
Complimentary access to the digital conference notebook.

Sponsors, see the "Sponsorship Opportunities" page for how many complimentary exhibit tables and full conference registration badges at each tier.

DEADLINE to reserve Exhibit space: January 15
Exhibitors must hold either a Sustaining or Institutional OAKE Membership.

Exhibit locations will be assigned at the discretion of OAKE with consideration given to booth configuration requirements, seniority, date of contract submission and payment, sponsorships and balance. Exhibitors may state preferences for booth location during the online reservation process.
Refunds will not be given for cancellations and OAKE reserves the right to resell any cancelled exhibit space.

<table>
<thead>
<tr>
<th>Move-In Time</th>
<th>Exhibit Hours</th>
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<tr>
<td>Thursday, March 5</td>
<td>Thursday, March 5 4:00 pm – 6:00 pm</td>
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<tr>
<td>8:00 am - 3:30 pm</td>
<td>(Exhibits’ Grand Opening Reception)</td>
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<tr>
<td>Move-Out Time</td>
<td>Friday, March 6 9:00 am – 4:45 pm</td>
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<tr>
<td>Saturday, March 7</td>
<td>Saturday, March 7 9:00 am – 1:30 pm</td>
</tr>
<tr>
<td>1:30 – 5:00 pm</td>
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EXHIBITS (CONTINUED)

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Questions: contact Nancy Johnson, NCBD
njohnson@oake.org  507.269.2653

When reserving exhibit space through the online form, please tell us which booth #s you prefer.
Note: placement of vendor exhibit spaces will be determined as outlined previously.
We hope you will consider signing up for a Conference Bundle in our Winter Issue of the *Kodály Envoy*, a quarterly publication by OAKE.

The bundle includes:
- A Full Page *Envoy* advertisement (worth $405)
- One web advertisement on our website, lasting 90 days (worth $200)
- Placement of your advertisement in our Choir Program or Conference Materials (schedules, guides, session notes books.)
- Digital Conference app banner in color, clickable with link

All of this is just $450. Make your advertisement a cover for just $50 more! We also have regular bundles that include Envoy advertising and web advertising, available in any issue of the season.

For more information about all of these advertising options, please see our website at [oake.org/advertise/](http://oake.org/advertise/)

**DEADLINE** for print reservation and artwork in the *Envoy*: **December 1**

**DEADLINE** for Conference Materials reservations and artwork: **January 15**

Please submit your advertising artwork to info@oake.org