

13th Annual Space and Missile Defense Conference
August 16-19, 2009
Platinum Patron Checklist

	Due Date	Completed	Submit to:
Provide POC to coordinate hotlink from Conference website to your Corp homepage.	With Payment		smdconf@smdconf.org
Submit corporate logo for banner on conference website. Logo to be in a JPEG or GIF file no larger than 311 pixels wide by 60 pixels high. Your logo will be added to the website after we have received your payment.	With Payment		smdconf@smdconf.org
Submit 2 copies of your corporate logo for conference guide and patron signage . Please submit one in color and one in black and white. Logo must be in a Vector file; common vector file formats include Adobe Illustrator and EPS.	June 1, 2010		smdconf@smdconf.org
Submit full page ad for conference guide in BLACK AND WHITE ONLY. Ad is to be in Vector Illustrator or JPG with a 300 dpi, portrait layout, 6-3/4" wide by 9-5/8" high.	June 1, 2010		smdconf@smdconf.org
Submit 1 slide show infomercials in PowerPoint format, full color landscape layout, 3 slides, maximum length 30 seconds. Please no sound; no videos or embedded videos. Standard fonts only. Slides should not be locked.	June 30, 2010		smdconf@smdconf.org
Submit design for 36 in. wide x 96 in. tall hallway advertisement. Ad will be full color digital graphic which you keep after the conference. Design can be in Illustrator, EPS, TIF, PDF or PSD.	June 1, 2010		cboykin@scsonline.com
Register complimentary golf foursome w/handicaps for the Golf Tournament. Submit POC name and Cell number	July 9, 2010		Please register golf smdconf@smdconf.org. Show "check" as form of payment. In comments box enter "comp att platinum".
Designate company POC (with cell phone number) who will coordinate reservation of exhibit space for the 2011 Conference	July 16, 2010		smdconf@smdconf.org
Register 2 complimentary attendees.	July 23, 2010		Please register attendees at smdconf.org. Show "check" as form of payment. In comments box enter "comp att platinum".
Provide 1000 copies of 1 one-page advertisement (up to 8.5 x 11) to be distributed with conference materials.	August 13, 2010		Please ship/deliver to: Jeanne Weaver, Sigma Services, VBC South Hall Registration Desk, 700 Monroe Street, Huntsville, AL 35801.
Tickets for Diner and Oasis/Shoe Shine can be picked up at SMD Conference Registration Desk in VBC South Hall anytime after Noon on Monday, August 19.			