

2024 SPONSORSHIPS

Small Business Opportunity Fair

SPONSORSHIP LEVEL INFORMATION



Event Date:
April 24, 2024
10 a.m. - 4 p.m.



Reitz Union
Grand Ballroom
Gainesville, FL, 32611

(352) 392-0380
sbsd@admin.ufl.edu

The 2024 Small Business Opportunity Fair

CRITICAL DATES

January

Registration begins

April 3

Registration ends

All materials for tote bags must be delivered to SBSD

April 7

Final deadline for payment

April 24

Event day

EVENT AGENDA

8 a.m. – 10 a.m. | Exhibitors Set Up (Grand Ballroom)

10 a.m. – 10:45 a.m. | Recognize Sponsors

11 a.m. – 1 p.m. | Trade Fair

Workshops: (Meeting Rooms: TBD)

2 p.m.-2:45 p.m. | (See options below)

Working with UF Construction:

- Procurement
- PDC
- Facilities Services
- IFAS
- UF Health
- Advancement

Working with UF Non Construction:

- UF Health
- UAA
- Advancement
- Bookstore

3 p.m.-3:45 p.m. | (See options below)

Becoming a Certified Small Business:

- Small Business Administration
- DMS Office of Supplier Diversity
- City of Gainesville Office of Equity & Inclusion
- Alachua County Office of Equal Opportunity

How to do Business with UF (Caterers)

EVENT DETAILS

When:

April 24, 2024

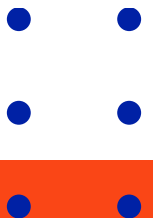
10 a.m. – 4 p.m.

Location:

Reitz Union

Grand Ballroom

Gainesville, Florida, 32611





Dear Community Partner:

It is my pleasure to announce the University of Florida's Small Business and Supplier Diversity Small Business Opportunity Fair and to invite you to participate in this exciting annual event on **Wednesday, April 24, 2024** in the UF Reitz Union Grand Ballroom.

This event provides small and diverse businesses with vital information on engaging the University of Florida and many of our partners. It is our honor to bring hundreds of representatives from the small business community, corporations, UF departments, state agencies, and other higher education institutions together to network and make meaningful connections.

With this event, our small business community will have the opportunity to connect with key decision-makers across the institution during our general session. This year, we are excited to announce that we have introduced workshop sessions designed to better inform and connect small businesses with the institution. These sessions will be facilitated by various UF units, including Procurement, Supplier Relations, and Business Services. Attendees will additionally hear from local, state and federal agencies on how to be a certified small business.

To support our efforts in hosting this regional event, we kindly request your financial sponsorship. Additional information about the event, exhibitor arrangements or to confirm your participation, click [HERE](#). Thank you for partnering with us and all that you do for small businesses. Your attendance and support are greatly appreciated!

Sincerely,

Brandi Renton
Associate Vice President, Business Affairs

Sponsorship Details

Platinum Sponsor

\$10,000

- Premium exhibit space at the Opportunity Fair
- Recognition as Presenting Sponsor (Included in Program)
- Reserved seating during the general session
- Opportunity to play a brief video about the company during the event
- Electronic Display of company logo during event
- Marketing support (recognition on all materials including website, signage, printed materials, etc.)
- Opportunity to include items on seating and/or bags
- Social media posts

Gold Sponsor

\$5,000

- Premium exhibit space at the Opportunity Fair
- Electronic Display of company logo during event
- Marketing support (recognition on all materials including website, signage, printed materials, etc.)
- Opportunity to include items on seating and/or bags
- Social media posts

Silver Sponsor

\$2,500

- Select exhibiting space
- Electronic Display of company logo during event
- Marketing support (recognition on all materials including website, signage, printed materials, etc.)
- Opportunity to include items on seating and/or bags
- Social media posts

Bronze Sponsor

\$1,500

- Select exhibiting space
- Electronic Display of company logo during event
- Marketing support (recognition on all materials including website, signage, printed materials, etc.)
- Social media posts

Associate Sponsor

\$500

- Exhibiting space
- Electronic display of company logo during event
- Marketing support (recognition on all materials including website, signage, printed materials, etc.)

General Exhibitor

\$250 | Corporate Exhibitor (Large Business)
\$150 | Small Business Exhibitor
\$100 | Government Exhibitor

- A standard exhibit booth
- Attendance for 2 registrants to the trade fair and general session.