

2024 Meeting Sponsorship RFP

GBTA-DFW Chapter brings travel industry suppliers and buyers together for professional development, successful networking opportunities and the exchange of ideas – all producing powerful results. If you are interested in becoming one of our selected meeting locations, please complete the below form. We will showcase 9 locations in 2024 AND are keeping our meeting day to the third Thursday of each month – with the exception being the holiday event in December.

Continued for this year...

We're primarily seeking properties/venues willing to fully sponsor our chapter events. Or at a reduced inclusive rate. Benefits include:

- Exposure to elite group of DFW area corporate travel buyers and suppliers.
- Opportunity to showcase your venue via dfw-bta.org and our highly regarded social media platforms (LinkedIn, Facebook, Twitter & Instagram).
- Shareable pre/post content promoting/tagging your website & social media accounts.
- Platform on meeting day to engage attendees. Five-minute introduction featuring property/venue highlights. Followed by hosted tours at close.

Sample Meeting Agenda:

10:30am – 11:00am – registration and networking (pre function area with 4 tables and 2 chairs at each table)

11:00am – 12:00pm – guest speaker/program

12:00pm – 1:00pm – lunch and announcements

Property Name	
Property Address	
Contact Name	
Contact Phone	
Contact Email	

2023 Meeting Dates Available (please select 1st & 2nd date preference)

Month/Date	1st	2nd	Month/Date	1st	2nd
January 18 th	☐	☐	July 18 th	☐	☐
February 15 th	☐	☐	September 19 st	☐	☐
March 21 th *	☐	☐	October 17	☐	☐
May 16 th	☐	☐	*December - Holiday Event	☐	☐
June 20 nd *	☐	☐			

* Holiday Event – This will be an evening function complete with Silent Auction , Bar and heavy Appetizers – If interested please contact me separately for RFP needs

Note Meeting Dates Subject to Change

Sponsorship Level: ☐ Total Sponsorship ☐ Standard/Reduced

Food/Beverage needs: Budget not to exceed \$50 inclusive per attendee. Use this platform to impress your clients or future clients and your competitors.

☐ Standard \$50/inclusive ☐ Reduced Please Specify Price per Person

Audio/Visual requirements – May vary based on speaker/program needs

- Podium
- Wireless microphone and mic holder
- Lapel mic
- LCD projector, screen and slide remote
- Sound
- Stage w/stairs

A clear view of the podium must be available to all attendees and the hotel must provide adequate audio for speakers.

Parking: Complimentary Self (required)

Room for Speaker: Complimentary / Reduced Rate

Internet Access for registration desk: Complimentary

Donation for attendee drawing.

Please contact us with any questions. info@dfw-bta.org – Chapter Vice President

Email completed form to info@dfw-bta.org

Thank you

Karen Wilson-Torres

Vice President, GBTA DFW