



REV2018 →

EDUCATE → INNOVATE → ACCELERATE

APRIL 24-26 • HARD ROCK HOTEL • LAS VEGAS, NV

SPONSORS PROSPECTUS

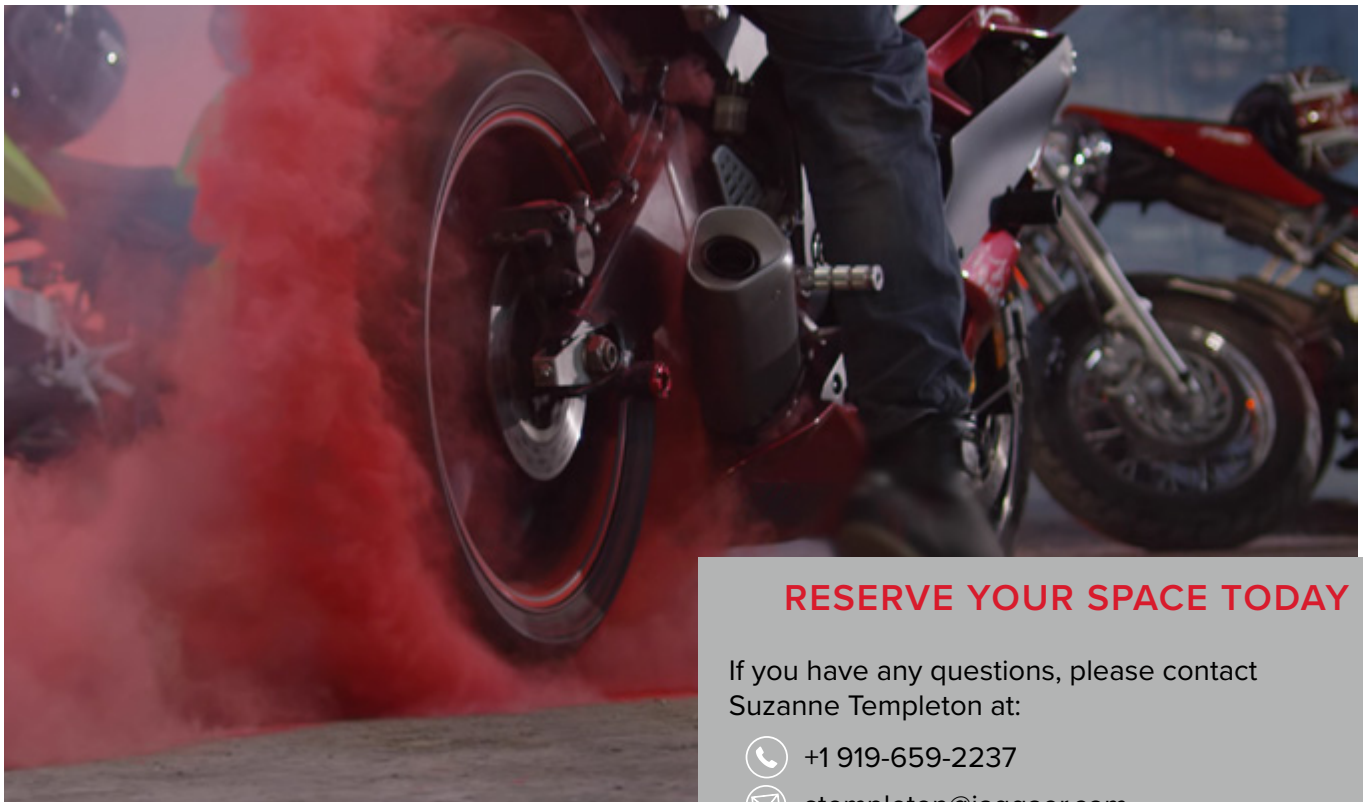
JAGGAER REV2018

We are excited to highlight REV2018 as a major accelerator event for everyone in the Source-to-Pay community! REV2018 will take place on April 24-26, 2018 at the Hard Rock Hotel in Las Vegas. Industry influencers will seize opportunities to discuss initiatives, share best practices, and positively impact the future of procurement. Everyone will have an opportunity to learn via incredible success stories and testimonials about how implementing the right solution can drastically transform procurement processes and elevate savings.

Attendees will gain essential insights, learn fresh ideas, and have countless networking opportunities. Business leaders will collaborate to learn how to make solid decisions for better organization management. Moreover, members from our amazing ecosystem of partners and suppliers will be on-site for attendees to meet with and connect.


REV2018 will be focused on development, interaction, education, and will facilitate attendee engagement utilizing a wide variety of purposeful activities specifically designed to foster connections with our valued customers and prospects. This intimate peer-to-peer experience is designed to forge new relationships that are ultimately geared towards driving your business initiatives forward.

We invite you to be a sponsor for REV2018. The sooner you commit to being an integral part of this event, the better you can position your organization to maximize your investment.



RESERVE YOUR SPACE TODAY

If you have any questions, please contact Suzanne Templeton at:

 +1 919-659-2237

 stempleton@jaggaer.com

GOLD LEVEL - \$15,000

The Gold Level sponsorship is an opportunity to share the spotlight with top procurement trend-setters, celebrate customer successes, and interact with influential industry leaders.

PRE-EVENT

- Logo and participation level on REV2018 website.
- Company description on website (100 words).
- Sponsorship level press release.
- Branding and logo in JAGGAER email campaigns.
- Tagging in social media event posts.

ON-SITE

- Speaking opportunity in a breakout session.
- Branding and logo in Conference Guide.
- Description in Conference Guide (150 words).
- Full-page ad in Conference Guide.
- Branding signage at registration.
- Insert in swag bag (provided by sponsor).
- Branded 10x20 booth.
- Lead scanning device.
- Insert in room drops (insert provided by exhibitor).
- Six (6) full conference passes.
- Video clip inserted in agenda (30 sec provided by sponsor).
- REV2018 mobile app presence.
- Exhibition hall announcement.
- Announcement by name in General Session.

POST EVENT

- Company quote included in post-event communications to attendees (JAGGAER to approve).
- Attendee mailing list with addresses.

SILVER LEVEL - \$10,000

The Silver Level sponsorship provides an excellent platform to elevate awareness and drive networking opportunities in a strategic, high-profile exhibition environment.

PRE-EVENT

- Logo and participation level on REV2018 website.
- Company description on website (50 words).
- Sponsorship level press release.
- Branding and logo in JAGGAER email campaigns.
- Tagging in social media event posts.

ON-SITE

- Branding and logo in Conference Guide.
- Company description in Conference Guide (100 words).
- ½ page ad in Conference Guide.
- Branding on directional signage.
- Insert in swag bag (provided by sponsor).
- Branded 10x10 booth.
- Lead scanning device.
- Four (4) full conference passes.
- REV2018 mobile app presence.
- Exhibition hall announcement.
- Announcement by name in General Session.

POST EVENT

- Attendee mailing list with addresses.

BRONZE LEVEL - \$5,000

The Bronze Level sponsorship offers a productive way to expand business presence within the Source-to-Pay community through exhibiting, networking, and branding. New exhibitors can leverage REV2018 as a springboard to launch their services, products, and solutions.

PRE-EVENT

- Logo and participation level on REV2018 website.
- Company description on website (25 words).
- Tagging in social media event posts.

ON-SITE

- Branding and logo in Conference Guide.
- Company description in Conference Guide (25 words).
- ¼ page ad in Conference Guide.
- Insert in swag bag (insert provided by exhibitor).
- Insert in room drops (insert provided by exhibitor).
- Branded 10x10 booth.
- Lead scanning device.
- Two (2) full conference passes.
- REV2018 mobile app presence.
- Exhibition hall announcement.

POST EVENT

- Attendee mailing list with addresses.

OVERVIEW OF SPONSORSHIP PACKAGES AND COSTS

PACKAGES	GOLD	SILVER	BRONZE
	\$15,000	\$10,000	\$5,000
PRE-EVENT			
Logo and participation level on event website	Prominent	Prominent	✓
Company description on website	100 words	50 words	25 Words
Sponsorship level press release	✓	✓	
Branding and logo in JAGGAER email campaigns	✓	✓	
Name mentioned in social media event posts	✓	✓	
AFTER EVENT			
Company quote included in post-event communications (approved by JAGGAER)	25 words		
Attendees mailing list	Full list	Full list	Full list
ON-SITE			
BRANDING AND MARKETING TOOLS			
Branding (logo) in Conference Guide	✓	✓	✓
Company description in Conference Guide	150 words	100 words	75 words
Ad in Conference Guide	Full page	½ Page	¼ page
Branding-signage	Registration	Directional signage	Booth Signage
Swag bag insert (<i>company to provide</i>)	Included	Included	Included
Insert in room drop (<i>company provided with approval</i>)	✓		
EXHIBITION SPACE AND PASSES			
Branded booth	10x20	10x10	10x10
Lead scanning option	Included	Included	Included
Full conference passes	6	4	2
MOBILE PRESENCE			
REV2018 mobile app presence	✓	✓	✓
ANNOUNCEMENTS			
General announcement to visit the exhibit hall	✓	✓	✓
General session: Announce by name	✓	✓	

À LA CARTE SPONSORSHIP OPPORTUNITIES

As a REV2018 exhibitor and sponsor, you can choose a variety of à la carte options to increase brand impact, drive demand, accelerate ‘buzz’, and engage attendees.

À LA CARTE SPONSORSHIP	COST
Welcome Reception: Branding, napkins, signage, announcement, mobile app mention, and Conference Guide mention	\$5,000
REV2018 Lunch (Wednesday)	\$5,000
REV2018 Breakfast (Thursday)	\$5,000
REV2018 Lunch (Thursday)	\$5,000
Technology Solutions Center “Brought to you by”	\$5,000
Pre-Meeting Administrator Certification - Breakfast	\$2,500
Pre-Meeting Administrator Certification - Lunch	\$2,500
REV Welcome Reception	\$2,500
Room Drops	\$1,500
Charging Stations (4 available)	\$1,500
Lanyards: Logo imprint, mention in the mobile app, and Conference Guide	\$1,500
Snack break: Branding-logo signage on the break station, mention in the mobile app, mention in the Conference Guide, and announcement (2 available)	\$1,000

GENERAL SPONSORSHIP CONTRACT

If you are exhibiting at REV2018, please print the name and address of the contact person below and receive the Exhibit Sponsor Kit for booth selection.

Company Name		Twitter ID / LinkedIn ID	
Name		E-Mail Address	
Street Address / PO Box			
City	State/Province	ZIP/Postal Code	Country
Phone Number		Fax Number	

EXHIBITOR PACKAGES

Gold Sponsorship	\$15,000	Bronze Sponsorship	\$5,000
Silver Sponsorship	\$10,000		

A LA CARTE SPONSORSHIP

Welcome Reception	\$5,000	Administrator Certification-Lunch	\$2,500
REV2018 Lunch (Wednesday)	\$5,000	REV Welcome Reception	\$2,500
REV2018 Breakfast (Thursday)	\$5,000	Room Drops	\$1,500
REV2018 Lunch (Thursday)	\$5,000	Charging Stations	\$1,500
Technology Solutions Center	\$5,000	Lanyards	\$1,500
"Brought to you by"		Snack Break	\$1,000
Administrator Certification-Breakfast	\$2,500		

Total \$ _____

Return this page to Suzanne Templeton at stempleton@jaggaer.com as soon as possible.

PAYMENT INFORMATION

Check (please make checks payable to SciQuest, Inc. d.b.a JAGGAER)

If paying by check, please return completed registration form and payment in full to:

Lockbox
SciQuest, Inc.
PO Box 952218
Dallas, TX 75395-2218

ACH/Wire Transfer

Bank: Wells Fargo Bank, N.A.
A/C Name: SciQuest, Inc.
A/C #: 2000044737285
ABA #: 121000248
SWIFTcode: WFBIUS6S

Refund/Cancellation Policy

- Cancellation 60 or more days ahead of exhibit hall opening results in 50% refund.
- Cancellation 30-59 days ahead of exhibit hall opening results in 25% refund.
- Refunds will not be given for cancellations within the 30-calendar day window.

1. I certify that I am authorized to sign and enter into this agreement for exhibit space on behalf of my company/organization.
2. I have read and agree to the REV2018 Terms and Conditions and acknowledge the Refund/Cancellation Policy.

Authorized signature _____ Date _____

Important Note: Exhibitors must adhere to all booth standards, which are outlined in the attached Terms and Conditions.

REV2018 TERMS AND CONDITIONS

I agree to abide by all rules and regulations outlined in the below agreement. I understand that the Sponsor Kit and direct e-mail updates will be provided to exhibitors containing the information necessary to participate at REV2018. The exhibitor is responsible for the information and deadlines contained in the Exhibitor Service Manual and is therefore required to meet all deadlines or may miss specific marketing or logistic opportunities.

The signing of this contract indicates agreement by the Exhibitor to comply with REV2018 regulations, instructions and conditions of the contract published below with all the conditions under which facilities at the Hard Rock Hotel are provided to Show Management.

Exposition Site and Time

The Exposition will be held on April 25-26, 2018. Show Management reserves the right to make changes in the exhibit hours and dates; however, any such changes will be made known as far in advance of the Exposition as possible and exhibitors will be notified accordingly.

Contract for Space

Show Management has the right to approve or reject applications and to approve all solutions and product demonstrations, exhibits or promotions to be presented at REV2018. The Application and Contract for Exhibit Space shall be considered a binding contract between the two parties and subject to the rules and regulations as set forth in this contract when it is submitted with full payment and accepted by Show Management. By submitting an application for exhibit space, the exhibitor releases Show Management from any and all liabilities to exhibitor, its agents, licensees, or employees that may arise or be asserted as a result of submission of an application or of participation in this Exposition.

Booth Allocation and Payment

Each potential exhibitor is required to mail or scan an application, with full payment in order to be included in the initial booth selection process. Applications that do not include full payment will be placed on hold and unable to participate in the booth selection process until full payment is received.

Show Management has the right to approve/disapprove applications, and to assign an exhibit space and to approve all demonstrations, exhibits or promotions to be presented at REV2018. This application becomes a contract when signed by the exhibitor and accepted Show Management.

Installation, Exhibition and Dismantling Hours

Exhibitors will have reasonable time to

install and dismantle their exhibits which will be specified in the Exhibitor Service Manual. Exhibit materials not removed from the hall by the time specified will be removed by Show Management at the exhibitor's expense and liability. No exhibitor will be permitted to dismantle exhibit displays or remove products from the exhibit hall prior to the close of the trade show.

Compliance with Schedule

All exhibits must be installed during the time designated. Exhibit staff must be in charge of the display during the hours when the exhibit area is open. Each exhibitor agrees to maintain the exhibit through all exhibition hours as stated.

Exhibitor Registration

All persons working in the exhibit area must be registered as exhibit staff or conference delegates and be at least 21 years of age. No one will be admitted to the exhibit area without a badge. Exhibit fees include exhibit hall access only and food and beverage functions. Exhibit staff wishing to attend conference sessions must be registered as a full conference attendee.

Cancellation or Reduction in Size of Exhibit Space

In the event any Exhibitor must cancel all or part of the exhibit space contracted for herein, the Exhibitor must do so in writing via certified mail, return receipt requested to Show Management.

Cancellation 60 or more days ahead of exhibit hall opening results in a 50% refund. A 50% refund will be given after the event is held, and only if REV2018 is able to resell the booth space. Refunds will not be given for cancellations within the 30-calendar day window.

Arrangement of Exhibits

The space provided will be as shown on the floorplan to the extent possible, but Show Management reserves the right in its sole discretion to make changes in the location, size and display limits of any booth.

Use of Space

Exhibitors may not sublet, assign or apportion any part of the space allotted, nor represent, advertise or distribute literature for the product or services of any other firm or individual except as approved in writing by Show Management.

Exhibitors' promotional activities are confined to the actual space purchased, or in areas approved by Show Management (e.g. vendor forums, hospitality suites) and are prohibited in hotel/convention center public spaces, or common areas owned or operated by hotel/convention center or leased by Show Management. No Exhibitor will be

permitted to display or distribute literature outside the confines of the assigned booth space in the Exposition area. Distribution or display of promotional material in or to attendees' hotel sleeping rooms, public areas or technical sessions is strictly prohibited. Show Management also reserves the right to remove, at the exhibitor cost, any merchandise deemed by Show Management as not suitable for display at REV2018. Exhibitors will be bound by the booth rules which will be included in the Exhibitor Service Manual.

Restrictions

Show Management reserves the right to restrict or prohibit exhibits which, because of noise, method of operation or any other reason, are objectionable or otherwise detract from or are out of keeping with the character of the Exposition as a whole. Show Management may prohibit installation or request removal or discontinuance of any exhibitor or promotion which, if continued, departs substantially from exhibitor's pre-approved design and description. In the event of such restrictions prohibitions or removal, Show Management will, where appropriate, refund the Exhibitor Space Rental Fee and shall not be otherwise liable to the Exhibitor.

Exposition Badges

Exhibit personnel must wear the REV2018 approved identification badges while on the exhibit floor.

Liability and Insurance

Exhibitors agree to protect, save, and hold Show Management, and all agents and employees thereof (collectively called Indemnities) forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitors or holding under the exhibitors. Show Management will provide regular guard service at entrances to the Exposition area.

Security will be provided during installation, exhibition and dismantling hours, as well as when the exhibits are closed to delegates. However, Show Management will not be liable for damage or loss to any exhibitor's properties through theft, fire, accident or any other cause whether the result of negligence or otherwise. The Exhibitor shall indemnify Show Management against, and hold it harmless from any complaints, suits or liabilities resulting from negligence of the Exhibitor in connection with the Exhibitor's use of display space. It is recommended that exhibitors insure their exhibit and display materials.

Fire Protection

All display material must be flameproof and is subject to inspection. No flammable fluids or substances may be used or shown in the exhibit hall.

Americans with Disabilities Act

Exhibitors shall be responsible for making their exhibit accessible to persons with disabilities as required by the Americans with Disabilities Act and shall hold Show Management harmless from any consequences of failing to do so.

Souvenirs and Samples

Distribution of souvenirs and samples is permitted provided there is no interference with other exhibits. Show Management may withhold or withdraw permission to distribute souvenirs, advertising or any other material it considers objectionable. Badge holders may not be distributed.

Conduct of Exhibitor's Employees

Exhibitor's employees whether full, part-time or temporary personnel hired by the exhibitor, shall conduct themselves in an ethical manner at all times. Solicitation of employment to any of the attendees or any exhibitor personnel is strictly prohibited and considered unethical and shall result in serious penalties and/or loss of privilege to exhibit in or attend future REV2018 events. Show Management may also ask any persons deemed, in Show Management's opinion, to be acting in an obstructive manner, or inappropriately dressed for the week's business activities to leave the exhibit floor.

Booth Dimensions and Signage

Exhibit fixtures, components, and identification signs will be permitted to a maximum height of 8'3" for 10x10 booths. Hanging signs from the ceiling is allowed only if approved by Show Management. Show Management will hang specific sponsor and directional signs at their discretion.

Storage

Storage of additional literature, product, storage crates, or packing materials behind the back drape is strictly prohibited in every major exhibit facility in the U.S. If such items are stored behind the booth, the exhibiting company will be required to remove them immediately and pay for storage with the service contractor. Exhibitors may store a limited supply of literature or product appropriately within the booth area, so long as these items do not impede access to utility services, create a safety problem or look unsightly.

Staffing Booth

All booths must be staffed for all posted Exhibit Hall hours. There will be a penalty for early breakdowns. Costumed characters and all other special guests must remain within the perimeter of their booth and must be properly badged. No animals are allowed on the exhibit floor.

Food and Beverage

Any food or beverages to be given away at exhibit booths must be approved by Conference Management.