SPONSOR FULFILLMENT

38TH NATIONAL VETERANS WHEELCHAIR GAMES

NAME OF ORGANIZATION: _____

Please list the full and complete official corporate name to be used in print materials.

COMPANY ACRONYM/ABBREVIATION: _____

☐ Use anytime   ☐ Never use   ☐ Acceptable on second reference in copy   ☐ Acceptable in ads and signage

LEVEL OF SPONSORSHIP:

☐ Premier Sponsor ($150,000)   ☐ National Host Sponsor ($105,000)   ☐ Sustaining Sponsor ($80,000)

☐ Platinum Sponsor ($53,000)   ☐ Gold Sponsor ($33,000)   ☐ Silver Sponsor ($22,000)

☐ Bronze Sponsor ($14,000)

How many years has your company sponsored the National Veterans Wheelchair Games? _____

Please include 2018.

SPONSOR DELIVERABLES CHECKLIST:

Please upload the items listed below and return this completed form no later than **June 1, 2018**. Remember to include your sponsor level designation in the ad copy. **See the attached Arts Specification page for artwork requirements.** Please note that the logo submitted will be used on all print material and marketing pieces. If you have special logo requirements please include instructions along with the files.

Premier	National Host	Sustaining	Platinum	Gold	Silver	Bronze
High Resolution Color & BW Logo	High Resolution Color & BW Logo	High Resolution Color & BW Logo	High Resolution Color & BW Logo	High Resolution Color & BW Logo	High Resolution Color & BW Logo	High Resolution Color & BW Logo
Full-Page Color Ad in Games Program Book	Full-Page Color Ad in Games Program Book	Full-Page Color Ad in Games Program Book	Half-Page Color Ad in Games Program Book	Half-Page Color Ad in Games Program Book	Quarter-Page Color Ad in Games Program Book	
Full-Page Color Ad in PN Mag	Full-Page Color Ad in PN Mag	Full-Page Color Ad in PN Mag	Half-Page Color Ad in PN Mag	Quarter-Page Color Ad in PN Mag		

EXPO INFORMATION:

A booth at the Disabled Sports, Recreation and Fitness Expo is included in your sponsorship. Please return the Expo Registration by **June 1, 2018** if you plan to exhibit.

FILE DELIVERY INSTRUCTIONS:

In order to preserve the quality of these art materials, please upload them rather than emailing them. Logos for the website need to at least be .jpeg files. **See the attached Arts Specification page for other accepted file types.**

In web browser, type: **https://wx2.brickftp.com**
1. Login: games-sponsor; Password: wgs2018PVA
2. Locate folder with your company name. Click to open.
3. Click "upload file(s)" icon in right corner. Choose file to upload.
4. Repeat with all required files.

RETURN NO LATER THAN: JUNE 1, 2018

JANE EAKINS
202.368.5060 • JaneE@pva.org

VA | U.S. Department of Veterans Affairs   Paralyzed Veterans of America

CORPORATE LOGO
- Both color and black and white logos for each sponsor
- Acceptable formats: Adobe Illustrator, EPS, all fonts changed to outlines (preferred format); Photoshop, EPS or TIF, 300 dpi, all fonts changed to outlines. **Logos embedded in Word documents will not be accepted.**

PRE-GAMES AD FOR *PN MAGAZINE*
- Premier Sponsor: Process four-color, full-page vertical ad, 7.25" x 9.75"; no bleeds
- National Host Sponsor: Process four-color, full-page vertical ad, 7.25" x 9.75"; no bleeds
- Sustaining Sponsor: Process four-color, full-page vertical ad, 7.25" x 9.75"; no bleeds
- Platinum Sponsor: Process four-color, half-page horizontal ad, 7.25" x 4.75"; no bleeds
- Gold Sponsor: Process four-color, quarter-page vertical ad, 3.5" x 4.75"; no bleeds

GAMES PROGRAM AD
- Premier Host Sponsor: Process four-color, full-page vertical ad, 8.5" x 11"; .25" bleeds.
- National Host Sponsor: Process four-color, full-page vertical ad, 8.5" x 11"; .25" bleeds.
- Sustaining Host Sponsor: Process four-color, full-page vertical ad, 8.5" x 11"; .25" bleeds.
- Platinum Sponsor: Process four-color, half-page horizontal ad, 7" x 4"; no bleeds.
- Gold Sponsor: Process four-color, half-page horizontal ad, 7" x 4"; no bleeds.
- Silver Sponsor: Process four-color, quarter page vertical ad, 3.5" x 4.75"; no bleeds.

Send color proof in PDF format with fonts and images embedded.

AD SUBMISSION
- Acceptable electronic files: Adobe Illustrator, InDesign, Adobe Photoshop, or a print quality PDF. No other file applications will be accepted. Ads created in Microsoft Word or Powerpoint will not be accepted.
- Fonts: Supply all screen and printer fonts. Do not use Truetype or Multiple Master fonts.
- Graphics: All supporting graphics must be supplied. These must be EPS or TIFF files at 300 dpi resolution. All embedded graphics should be supplied separately in case the printer needs to edit files for output. Files placed in Illustrator must be EPS or TIFF files (no placed JPEG files). All fonts in graphics should be converted to outlines to ensure no font problems.

Submission of files:
1. Open a web browser and in the address bar, type: https://wx2.brickftp.com
2. Login: games-sponsor; password: wgsponsor2018
3. Locate folder with your company's name; click to open
4. Click "Upload Files" icon in the top right corner
5. Browse to find and select your files; click "begin upload"
6. Repeat as necessary

Logos or ads embedded in Word, Powerpoint, or Excel will not be accepted.

TEXT:
Send a 50 to 75-word Expo guide description of your company as a Microsoft Word file to Jane Eakins at JaneE@pva.org.
Please do not format your file. Paralyzed Veterans of America reserves the right to edit all copy.

More information on art specifications, contact Jonathan Franklin at JonathanF@pva.org or 202.416.7665;
for sponsor information, contact Jane Eakins at JaneE@pva.org or 202.368.5060.

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