



ONTARIO CATHOLIC SCHOOL  
BUSINESS OFFICIALS ASSOCIATION

January 2024

Dear Sponsor:

The Ontario Catholic Schools Business Officials' Association will be hosting its 70<sup>th</sup> AGM & Conference on September 25-27, 2024 at the White Oaks Resort in Niagara on the Lake.

Our conference has grown significantly over the past few years and attracts delegates from departments such as facilities/plant, finance, human resources, IT, payroll, purchasing and transportation, from the Catholic School Board system across the province.

OCSBOA has developed strong and steady relationships with our sponsor partners. The importance of providing financial support for our conference and networking with key education contacts is a notable component of this event.

There are opportunities to showcase your company through a variety of sponsorship levels, such as providing promotional material/items for delegate bags or sponsoring social activities. A sponsor display room will be set up at the conference where you can showcase your materials and meet one-on-one with delegates. You are also invited to participate in any of our social networking activities.

*The attached sign-up sheet provides further details on sponsorship levels and time/location of early set-up of display, if required.*

We look forward to another successful conference this year. As you determine your budget, we hope you will make allowance for corporate sponsorship of the 2024 OCSBOA Conference. Further details on the conference program will be sent to you when details have been finalized.

Thank you for your consideration and, hopefully, your support of the OCSBOA 2024 Conference. If you have any questions, please contact our Executive Director, Peter Marchini at [marchinip@sympatico.ca](mailto:marchinip@sympatico.ca)

Sincerely,

Khaled Elgharbawy  
President

**PROVINCIAL OFFICE**

1190 Beals St  
Windsor, ON.  
N9EA4

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## White Oaks Conference Resort

253 Taylor Rd. Niagara on the Lake  
Ontario, Canada  
LOS 1J0

**September 25-27, 2024**

### CORPORATE SPONSOR SIGN-UP SHEET

*(Return to Peter Marchini by September 15 to ensure inclusion in conference print material)*

<i>Name of Company (as it should appear in conference material)</i>	<i>You may attach your business card.</i>
<i>Address</i>	
<i>Name of Company Contact</i>	
<i>Contact Tel/email</i>	
<i>If invoice required, to be sent to</i>	
<i>Level of participation (see below)</i>	<input type="checkbox"/> Silver \$1000 <input type="checkbox"/> Gold \$1,500 <input type="checkbox"/> Platinum \$2,000   Diamond \$2500
<i>Based on sponsor level (see below)</i>	<p><b>NOTE: Sponsors may begin set up on Wednesday at 4 p.m.</b></p> <ul style="list-style-type: none"> <li>• Reps attending the sponsor display area Name(s):</li>   <li>• # of tables required for sponsor display area ____</li>   <li>• Other set up requirements? _____ _____</li>   <li>• Reps attending the Wednesday Dinner/Thursday Reception &amp; Banquet Name(s):</li>   <li>• Seating preference at Banquet (name of board)</li> </ul>
<i>Sponsorship Remittance</i>	<p>Please make cheque payable to: <i>Ontario Catholic School Business Officials Association</i></p> <p>Remit to: Peter Marchini 1190 Beals St., Windsor, Ontario N9E 4A4</p>
<i>Deadline</i>	To ensure inclusion in our print material, please confirm sponsorship by <b>September 15, 2024</b>

**70<sup>th</sup> Annual Conference & AGM**  
White Oaks Conference Resort

**September 25-27 2024**

## SPONSORSHIP LEVELS

<b><i>SPONSOR LEVEL</i></b>	<b><i>DETAILS</i></b>
<i>Silver</i>	<b>\$1000</b> <ul style="list-style-type: none"> <li>• Recognition at Wednesday dinner</li> <li>• Listed as a Silver Sponsor in the Conference Program</li> </ul>
<i>Gold</i>	<b>\$1,500</b> <ul style="list-style-type: none"> <li>• Poster recognition as a Luncheon Sponsor</li> <li>• Listed as a Gold Sponsor in the Conference Program</li> <li>• 2 tickets to Thursday Breakfast and Lunch</li> </ul>
<i>Platinum</i>	<b>\$2,000</b> <ul style="list-style-type: none"> <li>• Organization name displayed at entrance to the Conference Banquet</li> <li>• Listed as a Platinum Sponsor in the Conference Program</li> <li>• 2 tickets to the Wednesday dinner and the Thursday Banquet</li> </ul>
<i>Diamond</i>	<b>\$2500</b> <ul style="list-style-type: none"> <li>• Organization name displayed at entrance to the Conference Banquet</li> <li>• Listed as a Diamond Sponsor in the Conference Program</li> <li>• 2 Tickets to all meals served during the Conference</li> <li>• 1 resort room provided as our guest for either Wednesday or Thursday night</li> <li>• Opportunity to present to our delegates either on Wednesday night or Thursday/Friday during the Conference. Two Diamond sponsors will be selected each year.</li> </ul>

### **DATES TO NOTE**

***Conference:***

**September 25-27, 2024**

***Deadline for Sponsorship:***

**September 15, 2024**

***Deadline for Hotel Reservation***

**September 3, 2024**

## **HOTEL ACCOMMODATION AT White Oaks – special rates will apply**

White Oaks has created an online link for OCSBOA delegates, sponsors and guests to make their reservation via their website [www.whiteoaksresort.com](http://www.whiteoaksresort.com).

Online Reservation Link: <https://reservations.travelclick.com/115170?groupID=4120664>

The Group Code should already be preloaded for you but if needed the Group Code is: **OCSBO24**

- 1) Enter in desired check in and check out date
- 3) Complete the booking details with name, address and credit card, accept the terms and conditions and click submit. A confirmation email will be sent within minutes.

The cut off date for these rates and to make a reservation is September 3rd, 2024

**Please note that this is the preferred method to make a reservation. When you make your reservation, you will receive an automatic confirmation of your reservation. You will also be able to change or cancel your reservation online.**

Should you have any difficulties making your reservation online, the reservation Team is always ready to assist. The Reservations Department can be reached 7 days a week from 7:30 am until 11:00 pm by calling 1 800 263 5766.