

2017 Oklahoma Association for Pupil Transportation

PO Box 1626—Guthrie, OK 73044



42nd Annual Summer Conference and Tradeshow

It's time again for the Annual Oklahoma Association for Pupil Transportation Conference and Tradeshow! The conference will be held June 10th, 2017 through June 14th, 2017. This year we will be back to our Monday tradeshow and banquet which will be June 12th, 2017. Thank you all for being involved and supportive of OAPT. On the next page you will find the expected 2017 conference and general expenses based on last years spending. We would like to thank you all in advance for your generous support and for making this possible. Please contact me to discuss sponsorship opportunities.

The 2017 conference and tradeshow will once again take place at the Embassy Suites by Hilton Norman Hotel and Conference Center. The room rate this year is \$116.00 plus tax per night. Included in your room price are a full cook-to-order breakfast and complimentary reception each evening. Room reservations are not included in the vendor registration packets therefore each vendor should make their own reservations. Reservations should be made as soon as possible to ensure room availability and to receive the negotiated room rate. You may contact the Embassy Suites by Hilton Norman about room reservations at 1-866-577-1273 using event code APT. You may also register online by going to http://embassysuites.hilton.com/en/es/groups/personalized/O/OKCESES-APT-20170610/index.jhtml?WT.mc_id=POG

Please use the included Vendor Registration Form to register for the 2017 Conference and Tradeshow. Please return by email to matt.tarr@oaptonline.org or matthew.tarr@durantisd.org. I look forward to working with each of you this year. Please do not hesitate to contact me at the mentioned email address or by phone at (580) 924-7015 or (580) 352-4783.

Sincerely,

Matt Tarr
Vendor Liaison

Board of Directors

Kim Hamilton, Executive Director
Billy Whittenburg CDPT, Durant Public Schools
James McNabb, Broken Arrow Public Schools
Chuck Lawson CDPT, El Reno Public Schools
Gary Greenhill, Tulsa Union
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Janiece Cress, Cache Public Schools
Tammy Bowler, Colbert Public Schools
Jonathan Powers, Meridian Technology Center
Matt Tarr, Durant Public Schools



Oklahoma Association for Pupil Transportation

2017 Conference Expenses

2017 Conference Expenses		
Item	Cost Per	2017 Budget
Conference Room (Oklahoma ABCDEF) Set	\$650 daily	\$650.00
Conference Room (Oklahoma GHIJ) Set	\$250 daily	\$250.00
Apple Audio Adapter	\$50 each	\$100.00
Podium Mic	\$75 each	\$225.00
Projector	\$500 each	\$2,000.00
Wireless Mic Set	\$175 each	\$350.00
Office Supplies	Budget	\$1,000.00
Speakers / Entertainers	Budget	\$10,000.00
Pipe and Drape	Budget	\$2,000.00
Promotional Materials	Budget	\$600.00
Insurance	Annual	\$870.00
Laptop	\$175 daily	\$350.00
Sponsorship Opportunities		
Contact Matt Tarr for Availability of Sponsorships		
Cookie Refreshments	\$34 per dozen	\$680.00
Banquet	\$54.87 per plate	\$9,876.60
Banquet Table Sponsorship	\$440 per table	
Lunch Monday	\$34.25 per plate	\$7,946.00
Lunch Table Sponsorship Monday	\$275 per table	
Lunch Tuesday	\$35.57 per plate	\$5,513.35
Lunch Table Sponsorship Tuesday	\$285 per table	
Soft Drinks	\$3 each	\$300.00
Coffee	\$49 per gallon	\$2,695.00
Tea	\$40 per gallon	\$1,200.00
State School Bus Road-e-o	Budget	\$2,000.00
Lapel Pin	Budget	\$800.00
Door Prizes	Budget	\$1,000.00
Award - Administrator of the Year	Budget	\$100.00
Award - Mechanic of the Year	Budget	\$100.00
Award - School Bus Driver of the Year	Budget	\$100.00
Award - Outstanding Service	Budget	\$100.00
	Total Cost	\$50,805.95

Contact Information
 Matt Tarr
 Matt.Tarr@oaptonline.org
 or
 Matthew.Tarr@durantisd.org
 or by phone at
 (580) 924-7015 or (580) 352-4783

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Vendor / Exhibitor Registration Form



Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Representative Name (to appear on badge)

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

	Platinum \$5,000	Gold \$3,000	Silver \$1,500	Bronze \$700
Web Site: Logo on Home Page	X	X		
Web Site: Logo on Vendor Page	X	X		
Web Site: Contact Information on Vendor Page	X	X	X	X
Web Site: Link to Vendor URL on Vendor Page	X	X	X	
10 x 10 Premium Booth Space	X	X		
10 x 10 Standard Booth Space			X	X
2nd Booth Space	X			
2 Large Vehicles (20 ft. or more) in Trade Show	X			
1 Large Vehicle (20 ft. or more) in Trade Show		X		
1 Vehicle (19 ft. or less) in Trade Show			X	
Premium Booth Selection	X	X		
Meal Table Sponsorship	6	3	1	
Opening Ceremony Sponsorship	X			
Awards Ceremony Sponsorship	X			
Banquet Sponsorship	X			
Banquet and Lunch Tickets	6	4	3	2
Coffee/Tea Station Sponsorship	X	X		
1 Year Membership	X	X	X	X
Other mutually agreed upon	X	X	X	

Please Select One:

Platinum: _____ Gold: _____ Silver: _____ Bronze: _____ Membership Only: \$250

****See page 2 for additional opportunities and contact Matt Tarr for availability and to sign up!**** Total: _____

For questions please contact Matt Tarr (580) 924-7015 / (580) 352-4783 or matt.tarr@oaptonline.org