



FUNDRAISING DAY IN BOSTON 2024 INFORMATION FOR SPONSORS AND EXHIBITORS

Location

- Fundraising Day in Boston 2024 will be held at the [Boston Marriott Copley Place](#), located at 110 Huntington Ave, Boston, MA 02116.
- Valet parking is available at the hotel or off-site parking is available at the Copley Place Garage.

Hotel Reservations

A dedicated booking website has been created for guests to make, modify, and cancel their hotel reservations online, as well as take advantage of any room upgrades, amenities, or other services offered by the hotel. To preview the website, please visit <https://book.passkey.com/e/50726585>

Conference Tickets

- Everyone at the conference must have a conference ticket and be registered in advance, including anyone who is staffing Sponsor/Exhibitor Tables.
- Exhibitor Tables include one conference ticket (for the table attendant).
- Premier Sponsor tickets included: Chapter Sponsor (6); Patron (5); Benefactor (3); Friend (2).
- To confirm the number of tickets your package includes, please see the [2024 Prospectus](#).
- The easiest way to activate your complimentary tickets is to email info@afpmass.org with name and email address of any company representative attending the conference. AFP will handle the registrations for you.
- If you prefer to register yourself, please email info@afpmass.org for the ticket type and code.

Purchasing Additional Tickets

- For additional tickets beyond those included with the sponsorship, Sponsors and Exhibitors are granted access to a special discounted rate (\$295/each) for any

additional tickets they wish to purchase for their employees. To access this special rate, please contact sponsorship@afpmass.org for the registration code.

Sponsor/Exhibitor Tables

- Sponsor/Exhibitor Tables include a standard setup of one 6' x 30" rectangular table, two chairs, a wastebasket, and access to an electrical outlet. The tables are usually covered with plain hotel linen.
- There will be space behind the table for a floor display. If your floor display is wider than 6', please email info@afpmass.org in advance to confirm if there will be adequate space.
- An extension cord from our AV company can be procured onsite at the AFP MA Information Desk in the registration area (available on a first-come, first-served basis).
- A Wi-Fi code will be provided at registration on the morning of the event.

Shipping Instructions

- Shipping to/from the Boston Marriott Copley Place must be coordinated with the hotel's FedEx Business Office and is at the expense of the Sponsor/Exhibitor. For instructions, please click [here](#).

Set-Up/Breakdown

- Sponsors/Exhibitors may set up tables on March 28 starting at 6:00 am. Upon arrival, please stop by the registration area first to secure your badge. Your table will be marked with an assigned number, which will have been emailed to you in advance.
- If you wish to store any items at the hotel the night before, you may meet AFP Massachusetts in the fourth-floor Ballroom Foyer on March 27 between 6:00-8:00 pm.
- Sponsors/Exhibitors typically break down their displays around 3:45 pm on March 28, after attendees enter their final session. All tables must be broken down by 4:30 pm.

Floor Plan

- Sponsor/Exhibitor tables are located on the fourth floor in the Ballroom Foyer (also known as the Salon Foyer), the most central conference area. All attendees pass through this space, which captures maximum foot traffic and is where most attendees spend their time between sessions. Refreshment breaks are served in this area to encourage networking with Sponsors/Exhibitors.
- Most conference activity takes place on the fourth floor, including registration, breakfast, networking with Sponsor/Exhibitor tables, the keynote address, lunch, and refreshment breaks. During the five conference session time slots, five of the eight concurrent sessions will take place on the fourth floor and three of the eight concurrent sessions will take place on the third floor.
- To view the conference floor plans, please click [Floor Map](#) and [Table Diagram](#).

Conference Sessions

- Fundraising Day in Boston 2024 will be comprised of eight concurrent sessions held at each of five timeslots for a balanced mix of topics for different learning levels, sectors, and shop sizes. There will be approximately 36 sessions at the 2024 conference, with times/locations to be assigned after March 1.

Conference Program

- The conference program (i.e., brochure) will be digitally available starting March 1.
- Printed copies will be distributed to attendees at the conference on March 28.
- The deadline for recognition or advertising in the printed program is **March 8**. Sponsors/Exhibitors who register after March 8 may not be included in the printed program but may still be recognized digitally.

Social Media

- Please follow AFP Massachusetts on [LinkedIn](#), [Facebook](#), and [X](#).
- Feel free to use the following hashtags in your social media posts: **#FDIB24 #AFPMA**

Conference Website

- For more details about the event, please visit https://afpmass.org/Fundraising_Day_in_Boston

Advertising + Sponsorship Opportunities

- AFP Massachusetts is pleased to offer a range of sponsorship and advertising opportunities to connect your brand to our chapter's wide and influential audience in 2024. To learn about our chapter and ways to engage with us, please visit our [2024 Prospectus](#). To register, please fill out the [Registration Form](#).
- For additional sponsorship or advertising questions, please contact sponsorship@afpmass.org.

WE LOOK FORWARD TO SEEING YOU AT FUNDRAISING DAY IN BOSTON 2024!

For any additional questions not covered here, please call us at (781) 894-3140 or email us at info@afpmass.org.

CONNECT WITH US

AFP Massachusetts Chapter

Website: www.afpmass.org

Email: info@afpmass.org

Phone: (781) 894-3140

https://www.afpmass.org/Become_a_Sponsor