



2024 Washington, D.C. Fly-in Sponsor Benefits Frequently Asked Questions

Who is the point of contact for sponsor benefit fulfillments?

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What is the deadline for promotional items?

There are two deadlines:

- If you wish the Vegas Chamber to ship your items to Washington, D.C., the deadline is Thursday, August 29, 2024. Items must be received by the Chamber office by that date.
- If you wish to ship your items directly to Washington, D.C., we ask that you arrange for delivery between September 9-12, 2024.

Where can promotional items be sent to?

If you are dropping off your items off, the Vegas Chamber is located at 575 Symphony Park Ave., Ste 100, Las Vegas, NV 89106. Chamber offices are open 8am-5pm, Monday to Friday.

If you prefer to ship to Washington, D.C., please send your items to the JW Marriott.

- Guest Name Guest Cell Number
- c/o FedEx Office at Washington DC JW Marriott
- 1331 Pennsylvania Avenue NW Washington, DC, 20004
- Group- Vegas Chamber
- Box _ of _

How many promotional items are recommended?

All sponsors are able to place an item in the Deluxe Welcome Bag.

- 200 promotional items for the Deluxe Welcome Bag.

For sponsors that are sponsoring Vegas Night at the Capitol and/or the Nevada State Dinner Gala you have an opportunity to provide an additional promotional giveaway item for that specific event(s).

- 200 promotional items for Vegas Night at the Capitol.
- 200 promotional items for the Nevada State Dinner Gala.

How will promotional items be distributed to attendees?

- For all sponsors excluding Vegas Night at the Capitol and the Nevada State Dinner Gala, promotional items will be distributed on the first day of the Fly-in through our Deluxe Welcome Bags.
- Items for Vegas Night at the Capitol and the Nevada State Dinner Gala will be distributed at those specific events.

What sizes are sponsors ads?

Every sponsor receives an ad in the Electronic Washington, D.C. Briefing Book.

All artwork must either be 300 dpi or vector format. Your ad depends on your sponsorship level.

- Presenting Sponsor- Full Page Ad in the electronic briefing book.
- Signature Sponsor- Half Page Ad in the electronic briefing book.
- All other Fly-in Sponsors- Quarter Page Ad in the electronic briefing book.

Please click here for additional information on ad dimensions.

https://www.vegaschamber.com/wp-content/uploads/2021/07/vc_mediakit_June_2021-q32021FINAL621.pdf

Sponsors that are sponsoring the Nevada State Dinner Gala also receive an ad in the Program Book. All artwork must either be 300 dpi or vector format. All Nevada State Dinner Sponsors receive a Full-Page Ad.

Please note that the program book is a smaller booklet size than the briefing book.

- Dinner Sponsor- Full Page Ad in the program book.
- Full bleed: 5.75" x 8.75" (5.5" x 8.5" + 1/8" bleeds all around)
- Trim Size: 5.5" x 8.5"
- Safe area: 4.75" x 7.75"

When are sponsor ads and logos submissions due?

All ads for the briefing book and the Nevada State Dinner Program are due by Thursday, August 1, 2024.

How do I submit my logo? What versions do I need to submit?

Please upload your logo into Dropbox with your organization's specified folder. The preferred format for logo submission is either 300 dpi or vector format.

Please click here for the Dropbox:

<https://www.dropbox.com/request/JG6Ro2jY6q2hPUSqFboQ>

Please note if we do not receive your logo by Thursday, August 1, 2024, we will use the logo that we have on file.

If no ad is submitted by August 1, 2024 the Chamber will place your company logo as the default ad in the briefing book and/or the Nevada State Dinner Gala Program Book.

If you have any issues with submitting to the Dropbox, please contact Trevor Parrish at 702.205.7232 or by email tparrish@vegaschamber.com

1/12/24