

## Law Enforcement Administrative Professionals Conference Sponsorship Opportunities

You are invited to participate in the 24<sup>th</sup> Annual Law Enforcement Administrative Professionals (WI-LEAP) Conference in Appleton, Wisconsin on June 18 – 20, 2025.

As a sponsor, you will have the opportunity to raise awareness of your products or services and network with over 200 - 250 individuals representing the following professions:

- Law Enforcement Administrative Professionals
- Support personnel from governmental agencies
- Law Enforcement Executive Assistants
- Other interested law enforcement

*\*Please see registration form on page 2 for pricing information.*

### Sponsorship Opportunity

Several levels of conference sponsorship are available. Sponsorship benefits include:

- Opportunities to address conference attendee group
- Recognition during event opening and plenary sessions
- Logo on website and conference materials
- Attendee roster

### Lodging/Conference Location

#### Hilton Appleton Paper Valley

333 W. College Ave  
Appleton, WI 54911  
(920) 735-2769

Attendees making reservations will receive a special lodging rate. Please call (920) 735-2769 and refer to the "2025 Law Enforcement Administrative Professionals Conference room block."

*Sponsors are responsible for making their own lodging arrangements with the hotel.*



**Questions:** For questions regarding sponsorship at the conference, please contact **Katie Koleske** at (855) 866-2582 or [katie.koleske9836@fvtc.edu](mailto:katie.koleske9836@fvtc.edu). We hope you are able to participate in this year's conference and look forward to working with you.

Sincerely,

*Aaron Tomlinson, Program Development Administrator*

National Criminal Justice Training Center of Fox Valley Technical College  
1825 N Bluemound Dr | Appleton, WI 54914 | Ph: (855) 866-2582 | Fax: (920) 831-5400  
tomlinso@fvtc.edu | [www.ncjtc.org](http://www.ncjtc.org)

# Law Enforcement Administrative Professionals Conf. Sponsor Form (page 1 of 2)



1) Organization Information					
Organization Name (as it should appear on official conference materials (please print))				Digital artwork enclosed <input type="checkbox"/> Email artwork to katie.koleske9836@fvtc.edu. <input type="checkbox"/>	
Organization Address 1		Address 2	City	State	Postal Code
Organization Phone		Contact Email		Organization Website	
2) Fees and Payment Information - Sponsorship					
Level of Contribution	Amount	Subtotal	You Will Receive		
			Program Recognition	Logo & web link on conference website	Waived Registration Fee
<b>Conference Sponsor – Platinum Level</b> Premium booth location, recognition at the opening ceremony, 5 minutes to address conference attendees at the opening ceremony, recognized as primary sponsor of one break, and free literature drop. Ongoing highlight of Platinum level partnership during event.	\$5,000		Scoll on App Main Page  Recognition in Sponsor section of App	★	4 individuals
<b>Conference Sponsor – Gold Level</b> Recognition at the opening ceremony, recognized as a break sponsor for a designated break with 5 minutes to address attendees, free literature drop. Ongoing highlight of Gold level sponsorship during event.	\$3,500		Scoll on App Main Page  Recognition in Sponsor section of App	★	3 individuals
<b>Conference Sponsor – Silver Level</b> Recognition at opening ceremony and free literature drop. Highlight of Silver level sponsorship during event.	\$2,000		Recognition in Sponsor section of App	★	2 individuals
<b>Conference Sponsor – Bronze Level</b> Recognition of Bronze level sponsorship during opening ceremony.	\$1,500		Recognition in Sponsor section of App	★	1 individual
<b>Other Sponsor Amount</b>			Recognition in Sponsor section of App		0 Individual
<b>Total Sponsorship Fees Enclosed</b>					

## Sponsor Registration Form (page 2 of 2)

### 3) Information Contact Representative

Person #1	Name	M.I.	Title
	Phone	E-mail	Date of Birth (used for identification in registration system)

### 4) On-Site Representatives

**Note: Fee for representatives is listed in section 2 above.**

Person #1	Name	M.I.	Title
	Phone	E-mail	Date of Birth (used for identification in registration system)
Person #2	Name	M.I.	Title
	Phone	E-mail	Date of Birth (used for identification in registration system)
Person #3	Name	M.I.	Title
	Phone	E-mail	Date of Birth (used for identification in registration system)
Person #4	Name	M.I.	Title
	Phone	E-mail	Date of Birth (used for identification in registration system)

### 5) Donation

Description of Donated Items for Prize Giveaways (to be given out during conference breaks) (include model and/or serial numbers when applicable)	Estimated value as determined by donor
	\$
	\$

### 6) Payment

Check \_\_\_\_\_ Money Order \_\_\_\_\_ Purchase Order \_\_\_\_\_

Invoice Agency \_\_\_\_\_

[Make check payable to Fox Valley Technical College (FVTC). Attention: Katie Koleske. Mail to 1825 N. Bluemound Drive, Appleton, WI 54912-2277]  
 [If paying by credit card (MC or Visa only), please check the 'Invoice Agency' box above] Please email to [katie.koleske9836@fvtc.edu](mailto:katie.koleske9836@fvtc.edu).

Signature (Required for payment by Purchase Order)

Date

### 7) Form Submission

**MAIL** Attn: Katie Koleske  
 Fox Valley Technical College  
 PO Box 2277  
 Appleton, WI 54912-2277

**EMAIL** [katie.koleske9836@fvtc.edu](mailto:katie.koleske9836@fvtc.edu)

**QUESTIONS** (855) 866-2582  
 info@ncjtc.org

Please include a paragraph description of your company, website address, and/or high-resolution logo to include with your acknowledgment in the conference App. Email any digital artwork for materials to [katie.koleske9836@fvtc.edu](mailto:katie.koleske9836@fvtc.edu).

