



## **MOASPA 2026**

**SEPTEMBER 1-4, 2026**

### ***BUSINESS MEMBER (EXHIBITOR) CONFERENCE PACKET***

Valued Business Member,

MOASPA would not be the same without the support of our valued business members! Our conference theme this year is ***Riding the Waves of Human Resources!*** This is a fantastic opportunity to connect with HR leaders from across the state, and we encourage you to incorporate the conference theme into your booth, materials, and giveaways. Please review the Business Member Set-Up Information below, and don't hesitate to reach out to me at any time with questions—I'm happy to help!

Amy Joyce  
636-385-3978  
moaspahr@gmail.com

#### **Conference Location**

Margaritaville Lake Resort Lake of the Ozarks: **Conference Room Code ASPA**  
494 Tan Tar A Drive  
Osage Beach, MO 65065

#### **Ads for Conference Book – Please submit by May 1, 2026 via email to: (moaspahr@gmail.com)**

Please adhere to the following guidelines:

##### **Ad sizes:**

3.7 x 4.8 1/4 page - **SILVER** business members

7.5 x 4.8 1/2 page - **GOLD** business members

- 300 or higher DPI
- Pdf preferred or jpg

8.5 x 11 Full page-**PLATNUM** business members

#### **Official Logo – Please submit logo in jpg by May 1, 2026 via email to: (moaspahr@gmail.com)**

This will be used for our website and conference book. If you would like to use the same one as last year, please let me know!

#### **Business Member Prizes and Table Visits**

Our committee is working on an activity that will drive our members to your tables. **We are asking that you bring a prize to donate for this activity!** Stay tuned for more information about this activity and how to prepare! We will announce giveaway winners every two hours for smaller prizes and larger prize drawings will be on Thursday during lunch.

### **Table Set-up and Break-down Times for Conference**

Our business members will be able to **set up their 6-foot tables in the Grand Ballroom on Tuesday evening, September 1 after 4:30 pm and again on Wednesday morning, September 2 after 7:30 am.**

**Business members have time during lunch on Wednesday, September 2 to introduce themselves and say a few things about the products and services the company provides.** All business members will be located in the Grand Ballroom where we will serve meals and have our big sessions. See a full conference draft agenda in this document.

**Business members may disassemble their tables any time after lunch on Thursday. All tables must be broken down before 11:00 on Friday, September 4.**

### **Exhibitor Materials**

Forms for Incoming Package Handling and Outgoing Package Handling are attached, along with a packet of information if you are interested in electricity. If your materials are delivered to the site, you must call the front desk to have your materials delivered to the ballroom.

### **MOASPA Membership List**

You will receive a list of conference registrants with email contacts in late July or early August. If you need an updated list prior to that, just let me know.

### **Room at Margaritaville Code**

If you are staying at Margaritaville, you should contact them soon to secure your room. The code for our conference rates is: **ASPA**.

### **Table Placement**

I will be contacting you about table placement options this summer. Platinum members will have first choice, then Gold, then Silver members in the order of registration date.

### **Social/Networking Events**

We view our business members as a partner, and as such, as a general rule, our business members are invited to attend all conference activities, meals and sessions, including social events on Tuesday, Wednesday and Thursday evenings.

### **Sponsorships**

All business members are invited to sponsor an event or item at the conference in addition to their business membership. You must be a business member to sponsor something. Please see the Sponsorship Opportunities chart in this document.

### **Registration and Payments**

**Registration is open now, please fill out the link provided in the email.** Registration should be **completed by May 1, 2026 for business members**, to make sure we have information for our conference book, [www.moaspa.org](http://www.moaspa.org).

Late registrations will be accepted; however, presentation slots (platinum members) may not be available after May 1. Please indicate the names of all conference participants on registration form (1 allowed for Silver and 2 for Gold and 4 for Platinum). **All payments are due by July 1, 2026.**

## MOASPA BUSINESS MEMBERSHIPS – 2026

<b>Benefits</b>	<b>Silver (\$2,500.00)</b>	<b>Gold (\$4,500.00)</b>	<b>Platinum (\$6,000.00)</b>
<p><b>MOASPA Membership, Conference Visibility and Participation</b></p>	<p>Membership and full conference participation for <u>one individual</u> including opening sessions, breakout sessions and social events (can purchase additional participant at 200.00)</p> <p><u>Ability to sponsor</u> items or events (see Sponsorship Opportunities)</p> <p><u>Business Member table</u> at the conference in the eating area. Will be introduced during lunch on Wednesday, September 2.</p>	<p>Membership and full conference participation for <u>up to two individuals</u> including opening sessions, breakout sessions and social events (can purchase additional participant at 200.00)</p> <p><u>Ability to sponsor</u> items or events (see Sponsorship Opportunities)</p> <p><u>Business Member table</u> at the conference in the eating area. Will be introduced during lunch on Wednesday, September 2.</p> <p><u>Flyers</u> may be included in registration packet</p> <p>Gold Business Members will have a <u>designated lunch table</u> to which you may invite MOASPA members to join (up to 8)</p>	<p>Membership and full conference participation for <u>up to four individuals</u> including opening sessions, breakout sessions and social events (can purchase additional participant at 200.00)</p> <p><u>Ability to sponsor</u> items or events (see Sponsorship Opportunities)</p> <p><u>Business Member table</u> at the conference in the eating area and <u>top selection for table placement</u>. Will be introduced during lunch on Wednesday, September 2.</p> <p><u>Flyers</u> may be included in registration packet</p> <p>Platinum Business Members will have a <u>designated lunch table</u> to which you may invite MOASPA members to join (up to 8)</p> <p>May introduce breakout session speakers during breakout sessions on Thursday, September 3.</p> <p><u>May co-present with district members</u> at the conference during regular break-out sessions time. <b>Presentation information must be provided to MOASPA by May 1, in order to secure a place for your presentation.</b></p>
<p><b>Brand Awareness</b></p>	<p><u>Listed on Website</u> as Member of MOASPA (including logo and link)</p> <p><u>Highlighted in slides</u> during breakfast and lunch at conference</p> <p><u>¼ page ad</u> in conference program (printed) Specs: 3.7 x 4.8, 300 or higher DPI, Pdf preferably or jpg would be accepted.</p> <p>Poster Recognition</p>	<p><u>Listed on Website</u> as Member of MOASPA (including logo and link)</p> <p><u>Highlighted in slides</u> during breakfast and lunch at conference</p> <p><u>½ page ad</u> in conference program (printed) Specs: 7.5 x 4.8, 300 or higher DPI, Pdf preferably or jpg would be accepted.</p> <p>Sponsor MOASPA Meets Webinar</p> <p>Poster Recognition</p>	<p><u>Listed on Website</u> as Member of MOASPA (including logo and link)</p> <p><u>Highlighted in slides</u> during breakfast and lunch at conference</p> <p><u>Full page ad</u> in conference program (printed) Specs: 8.5 X 11, 300 or higher DPI, Pdf preferably or jpg would be accepted.</p> <p>MOASPA Meets Webinar Opportunity with a Partner District</p> <p>Demo Day Webinar Invitation for MOASPA Members</p> <p>Monthly Business Partner Highlight</p> <p>Poster Recognition</p>
<p><b>Communication with MOASPA</b></p>	<p>Receive Membership Directory on for the 2026-27 school year</p>	<p>Receive Membership Directory on for the 2026-27 school year</p>	<p>Receive Membership Directory on for the 2026-27 school year</p>

		Quarterly opportunities for email blasts to be sent to members by the Executive Director from your organization.	May provide brief introduction and expanded information and materials at the Pre-Conference Sessions.  Quarterly opportunities for email blasts to be sent to members by the Executive Director from your organization.
--	--	--	---

## MOASPA SPONSORSHIP OPPORTUNITIES – 2026

MOASPA Business members and attorney partners have the opportunity to provide a little extra support to our conference in the way of sponsorships. By sponsoring one of the items listed below, you will have one more opportunity to show your support for MOASPA!

<b>LEVEL 1</b> <b>SPONSORSHIP OPPORTUNITY</b> <b>\$1,500.00</b>		
Snack Breaks	May have multiple sponsors as we will have multiple breaks	Throughout the conference we will have a variety of snack and/or drink breaks. The sponsor is encouraged to put their signs up at the snack table and be there to greet conference participants.
Photo/Selfie Station	May have multiple sponsors	Signage by conference photo booth.
<b>LEVEL 2</b> <b>SPONSORSHIP OPPORTUNITY</b> <b>\$2,000.00</b>		
Breakfast Thursday or Friday		A hot breakfast is served on Thursday morning and Friday morning to all of our members. The sponsoring organization will have the opportunity to welcome everyone to breakfast.
Lunch Wednesday or Thursday		Lunch will be served at the Pre-Conference on Wednesday. The sponsoring organization will have the opportunity to welcome everyone to lunch.
<b>LEVEL 3</b> <b>SPONSORSHIP OPPORTUNITY</b> <b>\$2,500.00</b>		
Conference Giveaway for Attendees		Any Items Welcome! Notebooks
Headshots for Conference Participants		All participants are invited to have a professional headshot taken by our photographer on site. Our sponsor is invited to set up a table next to the photographer to meet members as they come by!
<b>LEVEL 4</b> <b>SPONSORSHIP OPPORTUNITY</b>		

***\$4,000.00 and above\****

Tuesday Night Welcome Party	May be co-sponsored	All participants are invited to the conference Welcome Party on Tuesday evening. This experience includes drink tickets (which include business logo) and typically takes place outside, weather permitting. Sponsoring businesses will have signs at the event, showing their sponsorship and support.
Wednesday Night President's Reception	May be co-sponsored	All participants are invited to an opening President's Reception on Wednesday evening. This experience includes drink tickets (which include business logo) and hors d'oeuvres and typically takes place outside, weather permitting. Sponsoring businesses will have signs at the event, showing their sponsorship and support.

Thursday Evening Networking Event	May be co-sponsored	On Thursday evening, our participants have become used to a fun and engaging networking event, which in the past few years has included a cruise on the Lake of the Ozarks. The event should be planned by the sponsor(s) in coordination with the MOASPA Executive Director. *The event will be paid for in full by the sponsor(s).
-----------------------------------	---------------------	--

OTHER IDEAS  Cost To Be Determined	May be co-sponsored	We are looking for sponsors for the following:  Restroom hygiene products Conference decorations Balloon Displays Hawaiian Lei for Parties Signage Conference Badges Table Centerpieces Vendor Engagement Activity
--	---------------------	---

## TENTATIVE AGENDA

### **Tuesday, September 1, 2026**

4:30-6:00 p.m. Registration Open

6:00-8:00 p.m. Welcome Party

### **Wednesday, September 2, 2026**

7:30-4:00 Registration Open

7:30-11:00 Business Members Set Up

8:00-10:00 Breakout Session I

10:15-12:15 Breakout Session II

12:15-2:00 Box Lunches for Pre-Conference Attendees/Business Member Introductions

12:00-4:00 Business Partner Tables Open

1:00-2:00 Business Partner Dedicated Engagement and Prize Drawings

2:15-4:15 Breakout Session III

4:30-6:30 President's Reception-Honor Retirees

### **Thursday, September 3, 2026**

7:30-4:00 Registration Open

7:30-9:45 Breakfast/Keynote/Business Partner Tables Open

9:45-10:45 Breakout Session I

11:00-12:00 Breakout Session II

12:00-1:30 Lunch/Awards and Recognitions/Business Partner Drawings

1:30-2:30 Breakout Session III

2:30-2:50 Snack Break

2:50-3:50 Breakout Session IV

4:00-4:30 Boat Cruise Boarding Begins

4:30-6:30 Boat Cruise

### **Friday, September 4, 2026**

7:30-8:30 Breakfast

8:30-9:00 Business Meeting

9:00-9:15 Break

9:15-11:15 Legal Session

11:15-11:30 Closing

11:30-12:30 Board Meeting