

## **SPONSOR FREQUENTLY ASKED QUESTIONS**

### **What is the format of my Platinum Sponsor Session?**

The Platinum Sponsor Session is a live, 50-minute education session at the in-person conference. Your session will take place in a breakout room, equipped with an LCD Projector, a Podium with a microphone and speakers, a screen, and an audio cord for those showing video.

### **When will my Platinum Sponsor Session take place?**

There are two slots in the program for Sponsor Sessions: Monday, March 13 from 3:20-4:10 PM CST and Tuesday, March 14 from 3:15-4:05 PM CST. Click [here](#) to view the schedule-at-a-glance. We are in the process of slotting sessions and will have this information in the coming months available on the online program. You will also receive a direct email from Emily Lapaglia with the date and time of your session.

### **Is this conference a Hybrid Event?**

ATP 2023 Innovations in Testing Conference will be only in-person. However, there is a separate event, Innovations+ *Connect* that is completely virtual. This will take place March 29 - 30, 2023. As a sponsor of the in-person event, your complimentary registrations will give those attendees access to this event. You may also sponsor the Innovations+ *Connect* event, separate from the Innovations in Testing Conference. As an Innovations+ *Connect* sponsor, you will receive five (5) virtual complimentary registrations, amongst other unique virtual sponsor benefits.

\*Please note – Any person registered for the in-person event automatically gets access to Innovations+ *Connect* event as part of their in-person registration.

To learn more about Innovations+ *Connect*, [click here](#).

### **How can I access the recordings of the Monthly Sponsor Trainings?**

Once each Sponsor Training occurs, we will have the recording uploaded to the Sponsor Resource Page on the conference website shortly after. You can find the Sponsor Resource Page on the conference website ([www.innovationsintesting.org](http://www.innovationsintesting.org)) under the sponsor tab.

### **I selected to receive the post-conference attendee list with my points. When will the list be distributed?**

The post-conference attendee list will be distributed the week following the conference.

### **I selected the “Take One” Table Giveaway option with my points. What does this entail?**

You may choose a promotional item or flyer to be placed on a table near conference registration. Please note – you are responsible for producing and shipping to the hotel. Conference organizers will handle the promotion and distribution of the items at registration.

**I selected a Branded Meter Board for one of my points. What are the dimensions to print this?**

The meter board size is 38"W x 88"H. The file type we need is a PDF @100% size. For this file it should be 300dpi. The file should also be 8-bit CMYK.

**How do I register? Where can I find my registration discount code?**

You can register for the Innovations in Testing 2023 Conference [here](#). Each sponsor receives their own, unique discount code which can be inputted during the registration process to redeem their complementary registrations. Your sponsor code can be found on page 3 of your sponsor packet, in the "What We Need From You" section.

**What is the cancellation policy for this conference?**

*If cancellation is within*

- 5-6 months before conference, 50% of fee returned.
- 3-4 months before conference, 25% of fee returned
- 1-2 months before conference, fee is non-refundable.

*All cancellations are assessed a \$200 fee for administrative processing.*

**Thank you for your support of the [2023 Innovations in Testing Conference](#)! If you have questions prior to the conference, please contact Emily Lapaglia, [elapaglia@designingevents.com](mailto:elapaglia@designingevents.com).**