

# Breakout Session *RFP* WVBANKERS2020



## ANNUAL CONVENTION

July 26 - 28 | The Greenbrier | White Sulphur Springs, WV

### REQUEST FOR PROPOSAL - BREAKOUT SESSIONS

As part of our program we will conduct a series of four concurrent breakout sessions on Monday, July 27 & Tuesday, July 28 (2 each day). Each session will be roughly 75 minutes in length.

#### Step 1: Qualification criteria

- You must be a WVBankers member.
- Session **MUST** be issue oriented and content rich. The sessions are NOT a forum to sell products & services.
- Selections will be made based on relevancy of the topic and speakers' qualifications to present on the proposed subject matter.

#### Step 2: Complete the session proposal form

**Step 3:** Submit all required information no later than November 20, 2019 via email to: [dkpolen@wvbankers.org](mailto:dkpolen@wvbankers.org).

#### Step 4: If your proposal is selected:

- The WVBankers staff will contact you directly. No phone calls please.

All proposals will be reviewed by a WVBankers selection committee. Decisions will be made and notifications emailed no later than December 4, 2019.

We will promote the session in the Convention Program and on our website.

- WVBankers does not pay honorarium or expenses for breakout session speakers.
- If you are utilizing handouts, it is your responsibility to provide printed copies for distribution to session attendees.
- Speakers will be required to use their own computer for each session. AV needs must be coordinated with WVBankers staff.

**Substitution Policy:** Speaker substitutions are subject to WVBankers approval. In the event a proposed and confirmed speaker cannot fulfill his/her commitment, the presenting company will not be guaranteed a speaking slot for an alternative representative.

**If you are interested in this opportunity respond no later than November 20, 2019.**

**Note:** Selected presenters will be responsible for all related travel, overnight costs and other expenses. If selected, we require presenting companies to contribute \$4,000 to defray the cost of meeting room space, audio visual equipment and break station for the session.

**Selected presenters will receive a maximum of two complimentary convention registrations (a 1650+ value) per breakout session. Additional presenters must pay full convention registration fees.**

For individuals and companies involved in the banking industry, the opportunity to speak at our conference is viewed as a significant benefit.

### BENEFITS OF BEING A PRESENTER

- *Network with WVBankers bankers to make lasting business connections.*
- *Gain visibility in the banking community as a knowledge expert in the field.*
- *Build your brand and solidify your image within the banking industry.*

**Breakout session submissions should be directed to Debbie Polen - [dkpolen@wvbankers.org](mailto:dkpolen@wvbankers.org). Due to limited number of slots, responses received after November 20 will NOT be considered.**

# WVBANKERS 2020 SESSION PROPOSAL FORM

Proposed Session Title: \_\_\_\_\_

Brief Description: Explain the topic and why it is important. (One paragraph maximum.) This will be used in promotional/marketing materials. Please attach a detailed program outline.

Session Learning Objectives: List three tangible benefits. At the end of my session, participants will take home:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

will provide handouts:      Yes      No

We want our attendees to leave each session with a list of actionable, how-to ideas!

Presenter(s): Please provide all information as you would like it to appear in promotional materials.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Facebook Page: \_\_\_\_\_ Twitter Handle: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Facebook Page: \_\_\_\_\_ Twitter Handle: \_\_\_\_\_

Contact Information for Proposal: (Contact for questions about the proposal and to confirm participation.)

Contact Person: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please attach: Speakers Bio, Digital Head Shot Photo (color and suitable quality for printing), Digital Company Logo (print quality and web versions)**

## **WVBANKERS 2020 Video/Audio Authorization**

I grant WVBANKERS the right to record, duplicate, distribute, and post my presentation delivered at this event, in any and all media now existing or hereafter developed, throughout the world. In consideration of permitting me to present, I acknowledge that I have the right to and do hereby grant to WVBANKERS, royalty free right and license to reproduce, distribute, and post the recording as well as any written or other material you submit in connection with your presentation, in whole or in part, in any media. I also agree to assume full and complete responsibility for the contents of my presentation and the materials submitted in connection therewith, and will indemnify and make whole WVBANKERS and its affiliated organizations for any loss or liability imposed on them resulting therefrom.

I agree to the terms and conditions described herein.  Agreed       Decline