

Sponsor Gift Due Dates

Thank you for sponsoring our NAPEO events this year! If you'd like to send branded items, please email [Kate Waggoner](mailto:kate.waggoner@napeo.org) with a brief description of the item for pre-approval, ensuring each item is unique. Once approved, kindly ensure the materials are delivered to our office by the due date listed in the chart below.

We appreciate your support!

EVENT	EVENT DATES	Anticipated # of Materials	Materials Arrive to NAPEO HQ By:
Q1 Board of Directors Meeting	2/24-2/26/2025	60	2/5/2025
PEO Operations Workshop	4/8/-4/10/2025	150	3/19/2025
PEO University at Operations Workshop	4/8/2025	20	3/19/2025
NextGen Leadership Workshop	4/10/-4/11/2025	50	3/19/2025
PEO Capitol Summit	5/20-5/22/2025	220	5/9/2025
Q2 Board of Directors Meeting at PEO Capitol Summit	5/20-5/22/2025	60	5/9/2025
Women in NAPEO at PEO Capitol Summit	5/20-5/22/2025	50	5/9/2025
PAC at PEO Capitol Summit	5/20-5/22/2025	75	5/9/2025
Annual Conference & Marketplace	10/6-10/8/2025	650	9/17/2025
Q3 Board of Directors Meeting at Annual Conference & Marketplace	10/6-10/8/2025	60	9/17/2025
Women in NAPEO at Annual Conference & Marketplace	10/6-10/8/2025	120	9/17/2025
CEO Forum at Annual Conference & Marketplace	10/6-10/8/2025	100	9/17/2025
NextGen at Annual Conference & Marketplace	10/6-10/8/2025	80	9/17/2025
PEO University at Annual Conference & Marketplace	10/6-10/8/2025	55	9/17/2025
Q4 Board of Directors Meeting	12/1-12/3/2025	60	11/18/2025

Send to:

NAPEO

Attn: Kate/**Your Company Name**

707 N St. Asaph Street

Alexandria, VA 22314