

UWSP Alumni Association Events Packages

The UWSP Alumni Association is working to ensure continued support of all Pointer Alumni programs. In order to provide you with the most complete and comprehensive support, we have the following service packages available. We hope you will contact our office to help you welcome back alumni!

Basic Package:

Notice needed: Two weeks

Services Offered: One alumni staff member will attend your event with the Alumni Event Board (based upon availability), alumni information and giveaways. We will welcome the alumni on behalf of the Alumni Association and do a drawing for all alumni and friends who are present.

Purple Package:

Notice needed: Two weeks

Services Offered: We will provide all services described with the **Basic Package**. Additionally, we can create and bring nametags. This is dependant upon the event organizer in your department providing a list of names of alumni attending *at least one week prior to the event*.

Gold Package:

Notice needed: at least three months (depending on complexity of event)

Services Offered: We will provide all services described in the **Basic** and **Purple** packages with dependencies noted. In addition, with at least three months advance notice, the Alumni Affairs Office can work with you on coordinating logistics such as event location, menu, invitation design and mailing and admission charge processing* to recover costs. The Alumni Office will not pay for food and alcohol, but we can help you set it up if that is desired. In order to expedite this package, we ask that you know what your budget is for your event prior to contacting our office so we can better guide you in the area of logistics.

**The Alumni Association can only provide this service if you have an account in the UWSP Foundation for deposits.*

What do you pay?

The above services are central to the UWSP Alumni Association's mission. We will not charge for our staff time. Your cost will be determined by the type of marketing, food, and logistics you choose.

Giveaways

The UWSP Alumni Association will provide one drawing item for every 15 alumni and friends in attendance with a maximum of three giveaways. Giveaways will be determined by alumni staff.