**Sponsorship Packet**
ASME at [University]

[2x-2x Fall/Spring Year]

[use school colors as background of each page]

**[Logo]**

[Insert picture of your team]

#  About Us

The American Society of Mechanical Engineers (ASME) student section at **[University]** University is a multidisciplinary organization with over **[#]** active members. Its goal is to prepare engineering students for success in industry upon graduation by providing opportunities for professional and personal development. These opportunities develop the students who join ASME into prominent leaders and make them five times as likely to be offered an internship in their freshmen year!

Design teams, internship programs, consulting projects, skills trainings, and professional development workshops are just some one the ways ASME equips its members with the skills and knowledge needed to excel as an engineer! **[Fill in your own description]**

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[Insert group picture of your student section]

# Letter to Prospective Partner

Dear Company Representative,

Thank you for expressing interest in partnering with the [University] student section of the American Society of Mechanical Engineers (ASME). We have many opportunities for your company to become involved with our organization during this upcoming academic year.

As a corporate partner, your company will have access to numerous benefits such as [benefits]. Below you will find different levels of partnership packages, and we look forward to working together.

If your company is interested in any of these packages or if you have any other ideas for collaboration, please do not hesitate to contact us at [email].

Best Regards,

[Univ. Abbrev.] ASME Student Section

[Officer Name and Position]

[Officer Name and Position]

[Officer Name and Position]

[Professional Picture of Officer]

[Professional Picture of Officer]

[Professional Picture of Officer]

# Meet the Executives

Donating to ASME at [University] is simple and mutually beneficial. Sponsorships allow us to excel as one of the largest engineering organizations on campus without charging membership dues or other prohibitive fees to students who seek to join, and in return, your company will be exposed to hundreds of engineering students who are excited to learn about the company’s opportunities and show you what they are capable of. The table below outlines the sponsorship tiers we offer and the associated benefits that come with each tier. Please do not hesitate to contact us with any questions regarding how your prospective donation will be spent or for a customization!

**Sponsorship Tiers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Benefits | FREE | Bronze($250+) | Silver($500+) | Gold($1000+) |
| Advertisement of job opportunities on weekly newsletter | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill |
| One in-person or virtual company info session | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill |
| Free swag bag for representatives | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill |
| Company logo on bulletin board, and ASME T-Shirt |  | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill |
| Additional company info sessions or other networking/recruiting activities |  | Checkmark with solid fill | Checkmark with solid fill | Checkmark with solid fill |
| Access to resume bank of current ASME officers and general members |  |  | Checkmark with solid fill | Checkmark with solid fill |
| Company logo displayed in ASME meetings |  |  |  | Checkmark with solid fill |
| Projects are branded with company logo |  |  |  | Checkmark with solid fill |

# Partnership Information

**Information Sessions**

Looking to hire motivated and experienced [University] engineers for internships or full-time positions? Book an information session to showcase your company to [University] ASME's top talent.

Information sessions are typically held during weekly professional development sessions or design team meetings and are conducted through a 20-to-30-minute presentation either in-person or over a video call.

To schedule an information session or learn more, contact us at [email].

[Picture]

[Picture]

**ASME Corporate Banquet**

ASME hosted its 1st annual Corporate Banquet on Monday, September 12, 2022, prior to the [Career Fair], [University] University's largest career fair. The next Corporate Banquet will be on September 11, 2023 and will be open to company reps, ASME members, and [University] alumni and serves as a great opportunity to network and connect with exceptional [University] engineers before fall recruiting starts.

For more information about the event or questions about registering, contact us at [email]. [Can insert other events]

[Picture]

**T-Shirt and Media Promotion**

Corporate partners can receive ASME's T-shirt promotion featuring your company's logo on official [University] ASME merchandise. All companies participating in our packages will also get social media exposure on LinkedIn, Instagram, Facebook, and our website.

Any questions, concerns, or social media suggestions, contact us at [email]. [Can insert other benefits offered]

# [Fall/Spring] Semester Recap

**Replace with your own event**

Include your highlights in the previous year/semester [University] ASME's presidential podcast, led by [person] ([email]) and [person] ([email]), has been a popular platform for sharing knowledge and experiences in the field of Mechanical Engineering. The podcast features several notable guests including [person], [description], [person], [description], and [person], [description].

Through these conversations, listeners are able to gain valuable insights and tips for success! [Replace with your own event]

**[Replace with your own event]**

[University] ASME organized its semi-annual Design Team Showcase event, where more than 20 different posters were on display, showcasing the various design projects and the progress over the course of the year. This was an opportunity to see the hard work and dedication put into each project, and to learn about the different design challenges that the teams faced and how they overcame them. [Replace with your own event]

**[Replace with your own event]**

This upcoming semester **[University]** ASME will be hosting the AMSE EFx® Conference. The event will take place on **[date]** and will bring together various ASME student sections from different universities. The conference will feature Local Competitions designed to equip students with practical skills, Career & Professional Development sessions to help prepare them for the workforce after graduation, as well as Networking opportunities to connect with speakers, fellow students, faculty members, and potential employers.

[Picture]

[Picture]

**[Replace with your own event]**

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**[Replace with your own event]**

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# Activities

**Replace with your own event**

Include your highlights in the previous year/semester [University] ASME's presidential podcast, led by [person] ([email]) and [person] ([email]), has been a popular platform for sharing knowledge and experiences in the field of Mechanical Engineering. The podcast features several notable guests including [person], [description], [person], [description], and [person], [description].

Through these conversations, listeners are able to gain valuable insights and tips for success! [Replace with your own event]

# Closing Remarks

At ASME at **[INSERT UNIVERSITY ABBERVIATION],** we work hard to ensure that the trust and financial support you provide us benefits both the **[INSERT UNIVERSITY ABBERVIATION]** community as well as your corporation. As a prominent student-run

organization at **[INSERT UNIVERSITY ABBERVIATION]**, we have the opportunity to increase your company’s exposure on campus to all engineering students. We greatly appreciate any support and are always eager to establish a mutually beneficial relationship with our sponsors. Our long-lasting relationships with our partner companies, corporate mentors, and supporters are truly our greatest resource. Any forms of donation or contribution, monetary or otherwise, will not go unappreciated.

**Donating to ASME at [Univ. Abbreviation]:**

To become a sponsor, please use one of the following payment methods.

**Credit Card**: Donations of any amount via credit card can be made through: [Insert check payment procedure and address to send]:

**Check**: Donation checks to ASME at [Univ. Abbrev.] should be made payable to [Insert check payment procedure and address to send]:

**Wire Transfer**: Donations via wire transfer are possible as well. If you are interested in donating via wire transfer, please contact us using the contact information below so we can further assist you with that.

**Contact Us:**
If you need any tax-related forms or information, such as our W9 or Letter of Determination, please contact us so we can promptly provide you with the most up-to-date version of those forms. Please feel free to contact us with any questions or concerns you may have! You can contact us at [insert email, linktree]

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Socials#1 | LinkTree | Socials #2 |