Society for Maintenance & Reliability Professionals
CARIBBEAN CHAPTER
Trinidad & Tobago

11 Jones Street, San Fernando,
Trinidad and Tobago West Indies
1 868 222-9119 or
1 868 338-1366
ramperk@live.com or
shriyarampersad19@gmail.com
www.smrpcaribbean.org

November 2026

Subject: Corporate Invitation – Inaugural SMRP Maintenance & Reliability Conference and Exhibition 2027

Dear Sir/Madam,

The Society for Maintenance & Reliability Professionals (SMRP), Trinidad Chapter, is pleased to formally invite your organization to participate in our inaugural SMRP Maintenance & Reliability Conference and Exhibition, scheduled for Monday, May 24th to Tuesday 25th May 2027, at Cara Hotels, Claxton Bay, Trinidad and Tobago.

This landmark event will bring together industry leaders, maintenance and reliability professionals, technical specialists, service providers, engineering companies and corporate stakeholders from across Trinidad and Tobago and the wider Caribbean.

The conference is designed to promote excellence in maintenance, reliability, asset management and operational performance while creating opportunities for industry collaboration, professional recognition, knowledge-sharing and business development.

The programme will feature a morning conference, breakfast and awards ceremony, industry presentations, networking, a corporate exhibition for two days, , followed by an afternoon Maintenance & Reliability Leadership and Development Workshop and Cocktail Reception, and a Young Engineers forum on Day 2, focused on business performance, organizational transformation, workforce development and modern asset-management practices.

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We invite your company to participate through one or more of the sponsorship and exhibition opportunities outlined below.

1. CORPORATE SPONSORSHIP PACKAGES

Three sponsorship levels are available to accommodate varying levels of corporate investment, brand exposure and industry engagement.

GOLD SPONSOR – TTD $10,000 | Premium – Enhanced Brand Exposure and Executive Networking

- Three registered conference attendees.
- One 15 ft × 15 ft exhibition booth, accommodating two company representatives.
- Meals and beverages for the three registered conference attendees.
- Two freestanding company banners displayed at the event, subject to venue approval.
- Company logo featured on event branding and promotional materials.
- Two complimentary places at the afternoon Leadership and Development Workshop. Additional participants are TTD$1500.00.

SILVER SPONSOR – TTD $8,500 | Enhanced – Corporate Visibility and Professional Engagement

- Two registered conference attendees.
- One 12 ft × 12 ft exhibition booth, accommodating two company representatives.
- Meals and beverages for the two registered conference attendees.
- Two freestanding company banners displayed at the event, subject to venue approval.
- Company logo featured on event promotional materials.
- Two complimentary places at the afternoon Leadership and Development Workshop. Additional participants are TTD$1500.00.

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BRONZE SPONSOR – TTD $5,500 | Essential – Accessible Sponsorship and Industry Participation

- One registered conference attendee.
- One 10 ft × 10 ft exhibition booth, accommodating two company representatives.
- Meals and beverages for the registered conference attendee.
- One freestanding company banner displayed at the event, subject to venue approval.
- Company logo featured on event promotional materials.
- One complimentary place at the afternoon Leadership and Development Workshop. Additional participants are TTD$1500.00.

Catering clarification: Full conference meals and beverages included in sponsorship packages apply only to registered conference attendees. The two representatives assigned to each sponsored exhibition booth receive light refreshments comprising a standard snack box and beverage ticket per representative. These refreshments are separate from the full conference catering entitlement.

2. INDEPENDENT EXHIBITOR OPPORTUNITIES

Companies wishing to showcase products, technologies, equipment, services and engineering solutions without purchasing a sponsorship package may participate as independent exhibitors.

A. STANDARD EXHIBITION BOOTH – TTD $3,000 PER 10 ft × 10 ft SPACE

- One 10 ft × 10 ft exhibition space.
- One 6 ft display table with linen and two chairs.
- Space for up to two company representatives.
- Opportunity to display approved marketing materials and product information.
- Standard snack box and beverage ticket for each of the two company representatives.

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B. COCKTAIL TABLE EXHIBITION – TTD $1,500

- One cocktail table positioned within the exhibition floor space.
- One standalone company banner.
- One company representative, provided with a standard snack box and beverage ticket.
- Additional representatives may be accommodated at TTD $250 per person, inclusive of a standard snack box and beverage ticket.

Flexible Exhibition Space Allocation

Companies may select the number and size of exhibition spaces they wish to reserve, subject to availability and the approved venue floor plan. Multiple spaces may be booked to accommodate larger displays, equipment demonstrations, product showcases or expanded corporate branding.

- Two 10 ft × 10 ft spaces: TTD $3,000 × 2 = TTD $6,000.
- Three 12 ft × 12 ft spaces: the applicable agreed single-space rate multiplied by three.

The standalone rate for each exhibition size will be confirmed before booking. Multiple-space bookings will be charged at the approved per-space rate multiplied by the number of spaces selected. Adjoining spaces may be requested but are subject to the final exhibition layout and venue capacity. Companies may request a quotation for customized arrangements.

Sponsorship packages include the exhibition space specified in the selected package. Additional spaces may be requested and will be priced separately. Independent exhibitor fees include the light refreshments specified for the selected arrangement; full conference meals are not included unless separately registered.

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3. ADDITIONAL CORPORATE SPONSORSHIP OPPORTUNITIES

Organizations may also support specific aspects of the conference without necessarily purchasing a Gold, Silver or Bronze package. These opportunities offer targeted brand association and contribute directly to the event and the development of the maintenance and reliability profession.

- **Event Naming / Presenting Sponsor:** Prominent recognition as the presenting sponsor of the inaugural conference, subject to agreed branding arrangements.
- **Networking Breakfast Sponsor:** Recognition associated with the opening networking breakfast and visibility among delegates, industry leaders and participating companies.
- **Awards Ceremony Sponsor:** Support for the SMRP Maintenance & Reliability Awards, recognizing achievement in maintenance, reliability, asset management and professional leadership.
- **Leadership and Development Workshop Sponsor:** Brand association with the afternoon professional development programme covering leadership, organizational transformation and technical excellence.
- **Conference Programme and Delegate Pack Sponsor:** Branding on conference programmes, delegate materials, information packs and other approved event resources.
- **Lanyard and Conference Identification Sponsor:** Company branding on conference lanyards or approved delegate identification materials.
- **Audio-Visual, Photography, Videography, and Event Technology Sponsor:** Support for audio-visual equipment, photography, videography, and presentation technology and other event production requirements.
- **Individual Award Category Sponsor:** Support for an award category: Maintenance & Reliability Excellence; Maintenance & Reliability Leadership; Innovation in Asset

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Management; Workforce Development & Mentorship; or Emerging Reliability Professional.

Young Engineers Forum Sponsor: Support for student engagement, technical education, mentorship, professional certification and the development of future maintenance and reliability professionals. We also ask if companies can consider an internship position for the top 3 placed students, during the July/August vacation period.

Companies interested in these opportunities are invited to contact the Chapter to discuss suitable sponsorship arrangements, associated benefits and pricing. All additional sponsorship opportunities and benefits are subject to approval and confirmation by the SMRP Trinidad Chapter.

4. WHY PARTICIPATE?

Participation provides your organization with an opportunity to:

- Increase corporate visibility among industry professionals, executives, technical specialists and decisionmakers.
- Showcase innovative technologies, equipment, engineering solutions and services that support asset performance and operational reliability.
- Develop business relationships with potential clients, industry partners, suppliers and key stakeholders.
- Promote technical excellence and the advancement of maintenance, reliability and asset-management practices across Trinidad and the wider Caribbean.
- Demonstrate commitment to professional development, technical competence and workforce capability.

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- Engage with industry leadership on operational excellence, reliability transformation, asset management and sustainable business performance.
- Strengthen industry partnerships by aligning your organization with a professional body committed to advancing the maintenance and reliability profession.

5. CONFIRMATION OF PARTICIPATION AND NEXT STEPS

We encourage your organization to review the available sponsorship and exhibition opportunities and identify the arrangement that best aligns with your corporate objectives and 2027 budgetary considerations.

Early expressions of interest and confirmation will assist with:

- Corporate sponsorship commitments and budgetary allocations.
- Exhibition space reservations and floor-plan development.
- Company branding and promotional arrangements.
- Sponsor recognition and marketing preparations.
- Event logistics, catering and delegate planning.

Organizations are encouraged to consider these opportunities during their 2027 corporate budgeting and planning exercises. Early commitments will assist the Chapter with event coordination and ensure participating companies receive appropriate recognition and exposure.

To express interest, request further information or discuss a customized exhibition or sponsorship arrangement, please contact the SMRP Trinidad Chapter using the contact details provided in the letterhead **no later than Friday May 7th, 2027**. A Chapter representative will be pleased to assist.

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We sincerely hope that your organization will join us in making this inaugural conference a significant milestone for the maintenance and reliability profession in Trinidad and Tobago and the wider Caribbean.

Your participation and support will help build a stronger professional community, encourage innovation, promote operational excellence and develop the next generation of maintenance and reliability leaders.

We look forward to the opportunity to collaborate with your organization and welcome your participation.

Yours faithfully,

Ms. Shriya K. Rampersad
Training Coordinator and Events Chairman
SMRP Trinidad Chapter
Society for Maintenance & Reliability Professionals

Phone: 1 868 338-1366

Email: shriyarampersad19@gmail.com

Website: www.smrpcaribbean.org

On behalf of the SMRP Trinidad Chapter Executive Committee