



NARHC 2017 Fall Institute Exhibitor or Sponsor Form

Exhibit Days: Tuesday & Wednesday, Oct. 17-18, 2017

Crowne Plaza Indianapolis Downtown Union Station, 123 W Louisiana Street, Indianapolis, IN 46225

Company Name: _____ Ph. _____

Address: _____ City _____ State: _____ Zip: _____

Contact Person: _____ Email _____ Ph _____

ATTENDEES:

Name _____ Email _____ Ph _____

Additional* _____ Email _____ Ph _____

Additional* _____ Email _____ Ph _____

**Exhibitor/Sponsor fees are for 1 person per table. Add a 2nd or 3rd person at the table for \$400 each. Max. 3 Table sharing by different orgs not allowed.*

Do You Need Electricity: Yes No (provided no extra charge but must be requested in advance)!

Exhibitor or Sponsor Categories

Exhibitor space is limited to 21 maximum and reserved on a first-come, first-paid basis

Please Check: ✓		Price	Includes:					Amount:	
			6' Draped Table & 1 Chair	Conf. Registration + Food	Participant List + Prime Table + App Location	Internet & Elec*	Poster & Banner Marketing		
<input type="checkbox"/>	Premier Splash Pg Sponsor	\$4000	Yes	1	Location A+	Yes	Yes	\$	
<input type="checkbox"/>	Platinum Sponsor w/1 person at table*	\$3500	Yes	1	Location A	Yes	Yes	\$	
<input type="checkbox"/>	Gold Sponsor w/1 person at table*	\$1500	Yes	1	Location A-	Yes	Yes	\$	
<input type="checkbox"/>	Silver Sponsor w/1 person at table*	\$1300	Yes	1	Location B+	Yes	Yes	\$	
<input type="checkbox"/>	Exhibitor w/1 person at table*	\$1000	Yes	1	Part. List Only	Yes	No	\$	
<input type="checkbox"/>	Additional Person (ea.) <i>max. 3 at table</i>	\$ 400		1				\$	
Additional Advertising Opportunities									
<input type="checkbox"/>	Lunch or Break Sponsor (2 available)**	\$1000	Choose: <input type="checkbox"/> Lunch <input type="checkbox"/> Break					\$	
<input type="checkbox"/>	Sponsored App Push Notification	\$ 300						\$	
	Reception Sponsor **		Call us for more info.					TOTAL	\$

***Choose Exhibitor OR Sponsor. Sponsor fee includes the exhibitor fee. **Must be an Exhibitor or Sponsor to take advantage of Add. Sponsor Ops.**
Note: Large floor displays are not allowed. If we can accommodate, you will be surcharged \$100.

- Premier Splash Pg Sponsor receives:** Same as exhibitors + Full Page ad on App (comes up whenever app is opened)! **Only 1 available!**
- Platinum Sponsors receive:** Same as exhibitors + Logo on Brochure (if received in time) + 5 min. to address the group. **Limited to first 3 paid!!!**
- Gold Sponsors receive:** Same as exhibitors + Rotating Toolbar ad (in the Conf. App, rotates on the bottom of every page). **First 10 paid only!**
- Silver Sponsors receive:** Same as exhibitors + a Push Notification (Pushes are a statement about your org emailed to attendees in the App). **3 only.**
- Exhibitors receive:** 6' Draped Table, 1 Chair, Food/Beverage, Conf. Registration, Internet, Electricity & Participant List. Better table location to 1st pd.

Exhibitors/Sponsors should participate in our Game which drives attendees to your table. Please provide a 1 line question, answer & 3 wrong answers.

Game Question _____

Correct Answer _____

Wrong Answers (3) _____

Sponsors: Email **Logo** in JPG or PDF, 278 x 102 px, 256 KB max size to trynberg@narhc.org. **Payment & Artwork Deadline: Aug. 28, 2017.**
 If your ad or logo is the same as the last conference, you don't need to resubmit. Just let us know!
Gold Sponsors: Email your ad in EPS/vector format, max. size 600 KB, 2560x220 pixels (banner shaped) by Aug 28. If you miss the deadline, we cannot guarantee your ad or info. will be on the app.

Payment Method: Check Visa Master Card (Sorry, not Discover or Am. Express) **PAYMENT DEADLINE: AUGUST 28!**
 Credit Card Number: _____ Expiration: _____ CVV: _____
 Name on Card: _____ *Entering name at left same a signature*
 Credit Card Billing Address: _____ Amount: _____

Make checks payable to/mail to: **NARHC, 2 E. Main, Fremont, MI 49412** or FAX 866-311-9606

Questions: Call **866-306-1961** or email: meetings@narhc.org

CANCELLATION POLICY: 60+ days prior to conference, 100% refund (less \$25 processing fee); 59-45 days prior, 50% refund; 44-0 days prior, no refund/no transfer.

Conference Information:

Room Reservations: Start at \$149/night + tax! Look for the reservation link on the www.narhc.org website, or go to www.crowneplaza.com, or call 877-270-1393. Reference group code **"RHC"** for the discounted rate. Room deadline is Sept. 22, 2017 – OR – whenever block fills (whichever comes first). Please make reservations early! This popular hotel (a historic train station – still in use) FILLS BEFORE block closes!

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Visit and click on www.narhc.org, the Events tab, or call 866.306.1961 for more information.

Exhibitor Setup: *Monday, Oct. 16, 5:00-6:00 pm or Tues., Oct. 17, 7:00-8:00 am.* This is a 3 day conference but our Exhibitor days are on the first 2 days only (Tues. & Wed., 8:00 am to 4:00 pm approx.). Please check the Business Office for hours open! We will make sure they are open by 7:00 am on Tuesday.

Take down: *Wednesday, Oct. 18, 4:00-5:00 pm.* Make sure your boxes are ready, labeled for shipping, & delivered to the business office.

The hotel has additional charges for package handling fees & they are hefty.

Shipping Instructions: Please ship your items with a label that contains the following information:

NARHC Fall Institute Hold for Arrival on: _____ (Date of arrival)

Name of On-Site Contact (your rep): _____

c/o Crowne Plaza Indianapolis Downtown Union Station

123 W Louisiana Street

Indianapolis, IN 46225

Packages should not arrive at the hotel any earlier than 3 business day prior to event.

We look forward to seeing you in Indianapolis!