

EXHIBITOR APPLICATION & REGISTRATION FORM
*NASPA Closing the Achievement Gap: Student Success
in Higher Education Conference*
June 09-11, 2016 • College Park, MD



Registration Deadline *May 13, 2016*

Conference Home Page: <https://www.naspa.org/events/2016SSHEC>

Onsite Contact (1) Name and Title _____

E-mail address _____

Onsite Contact (2) Name and Title _____

E-mail address _____

Organization Name _____

Mailing Address _____

City, State, & Zip _____

Telephone _____ Website _____

50 word or less company description (please e-mail to skesek@naspa.org) by May 13, 2016.

Exhibits (Please check preferred package)

Package 1

_____ Registration Fees for two (2), Table top \$1,400
Full Page Ad in Program Book
Banner Ad in Guidebook App

Package 2

_____ Registration Fee for one (1), Table top \$1,200
1/2 Page Ad in Program Book **OR**
Banner Ad in Guidebook App

Package 3

_____ Registration Fee for one (1), Table top \$900

Sponsorship Packages *Note: Above exhibit, advertisement and registration fees included in gold or silver sponsorship packages.*

Gold Conference Sponsor: \$5,000

_____ Gold Conference Sponsors will be recognized as **top-level supporting sponsors** with the below benefits:

- Company name, logo and hyperlink on conference website.
- Full page ad in the program guide (program guide ad included).
- Exhibit table booth opportunity (booth fee included).

- Banner Ad in Guidebook App
- Recognition as a gold conference sponsor in the program guide.
- Sign and verbal recognition at the event.
- Eligibility to sponsor a major speaker at the event or to speak as a featured speaker (*if speaking session needs to be filled*).
- Attendee mailing list one month prior to the conference (after early bird deadline).
- Gold level includes sponsorship of opening keynote speaker or opening reception.

Silver Conference Sponsor:

\$2,500

_____ Silver Conference Sponsors will be recognized as **silver-level conference sponsors** with the below benefits:

- Company name, logo and hyperlink on conference website.
- ½ page ad in the program guide (program guide ad included).
- Exhibit table booth opportunity (booth fee included).
- Banner Ad in Guidebook App
- Recognition as a silver conference sponsor in the program guide.
- Sign and verbal recognition at the event.
- Attendee mailing list one month prior to the conference (after early bird deadline).
- Silver level includes sponsorship recognition at a break at the event.

EXHIBITOR HOURS & MOVE IN:

Move in:

Friday, June 10, 2016 7:00 am – 8:00 am

Exhibit Hours:

Friday, June 10, 2016 8:00 am – 6:00 pm

Exhibit Hours are from 8:00 am to 6:00 pm on Friday, June 10, 2016. (*Note: You may choose to remain at your tables during the entire exhibit hours or you may staff it accordingly.*)

Thursday, June 9, 2016 5:30 pm – 7:00 pm (Opening reception – exhibitors welcome)

Friday, June 10, 2016 8:00 am – 6:00 pm

8:00 am – 9:00 am (Continental breakfast)

12:15 am – 1:15 pm (Lunch on your own)

Exhibitor Move-Out:

Friday, June 10, 2016 6:00 pm

Exhibitors may not begin dismantling until 6:00 pm on June 10, 2016. **NASPA assumes no responsibility for products left unattended at the end of the conference.**

Exhibit Specifics Include:

- One 8' table
- Two folding chairs
- One wastebasket
- Program Book
- Mailing List of Delegates
- Registration(s)

Please e-mail a 50-word or less company description of your company's products, your program book ad (high resolution **grayscale** PDF of 300 dpi or higher), and/or your Guidebook banner ad (600x110 pixels) to skesek@naspa.org. In order to be included in the program book directory listing, corporate participants must do so before May 13, 2016.

PRE-REGISTRATION LIST:

A pre-registration attendee mailing list is available to all companies participating. The registration list will be emailed to all confirmed participants two weeks before the conference. A final participant list will be sent via email 2 weeks after the conference. Registration mailing lists will be sent in Microsoft Excel format.

REGISTRATION INFORMATION:

Exhibitor registration and check-in will be at the College Park Marriott Hotel & Conference Center in Hyattsville, MD. Your conference badge is your admission ticket to other conference events and sessions that do not charge special fees. Other individuals who wish to attend the conference will need to register for the conference at the appropriate rate.

PROPERTY RESPONSIBILITY/INSURANCE:

You are responsible for insuring the safety of your personnel and your exhibit materials from theft, damage, accident, fire and other such causes. Exhibitors who desire to carry insurance must do so at their own expense. All property of the exhibitors is understood to remain in their own care, custody and control in transit to and from the confines of the exhibit area, as well as while it is on the floor. Security and storage space will not be provided.

NASPA and their agents are not responsible for losses incurred, theft or damage to materials.

Payment Method

Check Money Order Credit Card Indicate type: Visa MasterCard American Express

Cardholder Name _____

Cardholder Address _____

Credit Card Number _____

Expiration Date _____ Invoice Needed? _____

Cardholder Signature _____

Total Registration: \$ _____

NOTE: Exhibitor Registration deadline is May 13, 2016. No refunds will be made after May 13, 2016.

Please fill out the registration form and e-fax back to **202-204-8443** or e-mail to skesek@naspa.org

Please send checks to:

NASPA, 111K Street, 10th Floor, NE, Washington, DC 20002

Questions? Call Szymon Kesek 202-903-0657 or via e-mail at skesek@naspa.org

Thank you for supporting NASPA!