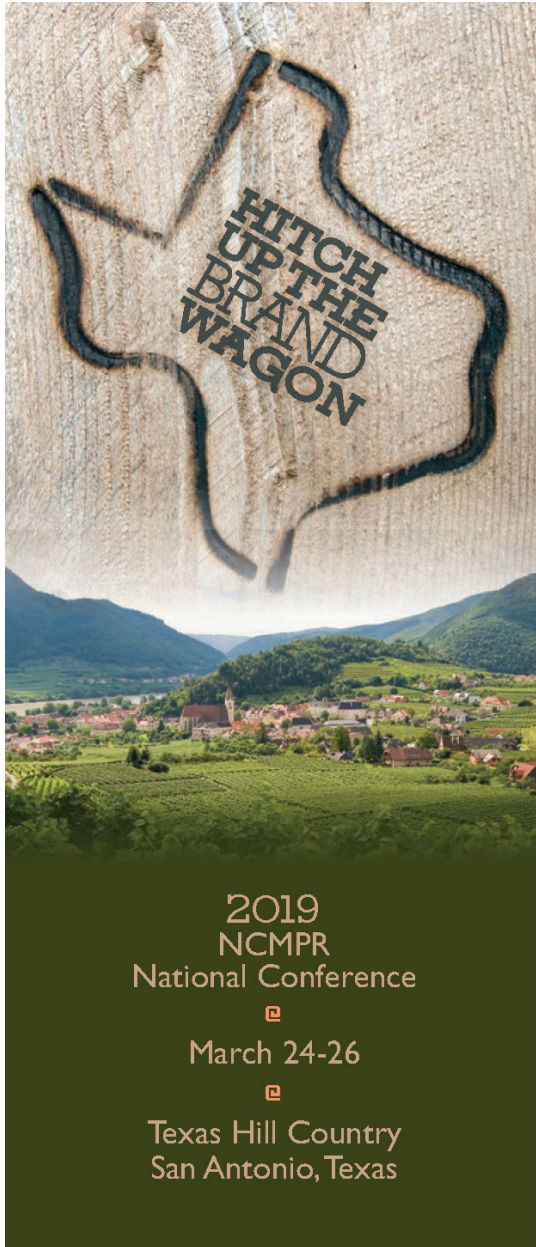


Exhibitor Opportunities

NCMPR 2019 National Conference



NCMPR is pleased to offer exhibitor opportunities for the 2019 national conference. Upwards of 400 community and technical college communication professionals from two-year colleges across the country will be in attendance, giving you the chance to visit face-to-face with marketing managers, graphic designers, PR leaders and other campus decision-makers who may benefit from your company's products or services.

The setting for NCMPR exhibits is informal, unlike large conventions where exhibitors may be placed in a separate exhibit hall. NCMPR strives to place exhibitors close to the flow of traffic — near food functions, breaks and the always-popular Paragon Awards display. To increase traffic between conference sessions, NCMPR provides incentives for conference goers to visit with exhibitors; there's also a dedicated exhibitor hour for attendees to stop by your company's booth.

EXHIBITOR FEES

\$1,500 Base fee (covers ONE company representative)

\$625 Additional per person fee (up to TWO more company reps may attend, for a maximum total of three)

BENEFITS

- ◆ Conference fee includes access for one representative to attend all conference sessions, events and meal functions, including the Paragon Awards reception and dinner. (Up to two more company reps may attend for an additional \$625 per person.)
- ◆ One table-top display (6-foot skirted table).
- ◆ Listing in the conference program.
- ◆ Listing on the conference mobile app.
- ◆ Dedicated "exhibitor hour" for attendees to visit with company representatives.
- ◆ Concentrated efforts to drive traffic to your booth, including attendee incentive to visit your booth and get a game card signed to qualify for a prize drawing.
- ◆ NCMPR-sponsored email to conference attendees before the conference with a list of exhibitors and a link to their company websites.
- ◆ Printed list of conference registrants (distributed at the conference).

IMPORTANT NOTES

- ◆ Displays should be designed as table-top displays that can fit on a 6-foot skirted table. If yours is a stand-alone display, it may not be wider than 6 feet; in this case, space limitations may restrict where your display can be placed, and you may not have room for a skirted table. This will be strictly enforced.
- ◆ Access to electricity or the internet may be provided at an additional cost according to prevailing hotel AV rates. Place AV orders directly with the hotel at least three weeks in advance of the conference.
- ◆ District dinners on Sunday evening are open to NCMPR members only.

QUESTIONS?

CONTACT:

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Terms and Conditions

(Exhibitors and Sponsors)

1. NCMPR reserves the right to exercise its sole discretion in the acceptance or refusal of applications.
2. NCMPR's conference exhibitor/sponsor program is designed to provide a showcase for products and services either specifically designed for, or customarily used in, higher education marketing and public relations. It is strictly a means of information exchange. Participants may not make sales or take orders in the exhibit area or within other conference facilities. This provision will be rigorously and strictly enforced.
3. The participant agrees that NCMPR shall have the right to make such rules and regulations, or changes in arrangements, as it shall deem necessary, and to amend some from time to time. NCMPR shall have the final determination in the enforcement of all rules, regulations and conditions.
4. No part of an exhibit shall be dismantled or materials removed before a time and date to be set by NCMPR without special permission from NCMPR. All tabletops must be vacated by a time and date to be set by NCMPR. If the tabletops are not vacated by that time, NCMPR reserves the right to remove materials and charge the expense to the participant.
5. If the exhibitor fails to make payments due hereunder when they are due, the tabletop assignment is subject to cancellation or reassignment at the option of NCMPR. Should any tabletop remain unoccupied by a time and date to be set by NCMPR, NCMPR reserves the right to give the tabletop to any other applicant or to eliminate the tabletop, and no refund shall be made to the original exhibitor. Participants may not assign any tabletop allotted to them and may not advertise or display goods, other than those manufactured, distributed or sold by them in the regular course of business, without authorization of NCMPR.
6. No refunds will be granted. In the event the NCMPR national conference is canceled due to fire, strikes, government regulations, acts of God or other causes beyond the control of the organization, NCMPR shall not be held liable for failure to hold the conference as scheduled, and NCMPR shall determine the amount of exhibitor fees to be refunded.
7. In order to allow unobstructed views of neighboring exhibitors, participants are not permitted to have their displays exceed the length or width of the tabletop or eight feet in height. Shipping containers can only be stored underneath the skirted tabletop.
8. NCMPR, the conference hotel or any officers or staff members will not be responsible for the safety or the property of the participants from theft, damage by fire, accident or other causes. Participants are advised to consult their insurance broker for proper coverage on display material from the time it leaves their company's premises until its return. In most cases, a rider can be added to a current policy for a nominal cost. Neither NCMPR nor the conference hotel management nor any of their officers, agents, employees or representatives, shall be held accountable or liable for, and the same are hereby released from accountability or liability for any damage, loss, harm or injury to the person or any property of the applicant or any of its officers, agents, employees or other representatives, resulting from theft, fire, employees or other causes. Neither NCMPR nor the conference hotel management will obtain insurance against any such damage, loss, harm or injury.
9. Participants hereby agree to indemnify, defend and protect NCMPR and the conference hotel management from any and all claims, demands, suits, liability for, any damage, loss, harm or injury to the person or any property of the applicant or any of its officers, agents, employees or other representatives, including but not limited to claims of damage in loss to property, or from or out of any damage, loss, harm or injury to the person or any property of the participant or any of its officers, agents, employees or other representatives.
10. Participants or their agents may not allow any articles to be brought into the conference hotel or any act done on the premises that will invalidate the insurance or increase the premium on the policies held by the management of the conference hotel, nor permit anything to be done by their employees that will damage the premises, property or equipment of the other participants. No signs or articles can be affixed, nailed, or otherwise attached to walls, doors, etc., in such a manner as to damage them. All exhibitors are subject to these restrictions. Violations of these rules will void the participant's contract, and the participant will be held liable for any damage resulting from such violations.
11. In order to maintain a businesslike atmosphere, extremely loud noises such as bells, sirens, buzzers, audiotapes, video presentations, etc., will not be permitted.
12. Promotional activity is limited to the area designated for exhibitor display.
13. Participants may not schedule other events such as receptions, breakfasts, luncheons or dinners during the official NCMPR program hours or while the conference is in progress, unless express permission is granted by NCMPR.
14. For the national conference, the exhibitor fee does **NOT** cover the district dinners or off-property events.
15. National conference activities open to MEMBERS ONLY include the district dinners and district meetings.
16. Exhibitors and sponsors are required to attend a brief orientation on Sunday, March 24, time to be announced.

These Terms and Conditions become a part of the contract between the exhibitor and NCMPR. They have been formulated for the best interest of the exhibitor and/or sponsor.

NCMPR respectfully asks the full cooperation of the exhibitor and/or sponsor. All points not covered are subject to the decision of NCMPR.