

2017 Vendor Prospectus



2017 Sponsorship Benefits

Vendor Sponsorship Benefits	Platinum (\$9000)	Gold (\$6000)	Silver (\$4000)	Bronze (\$2000)	Workshop Sponsor & Exhibitor (\$1500)
6-foot tables in exhibit area	Four	Three	Two	Two	One
Exhibitor Full Conference registration	Four	Three	Two	Two	One
Discount on Conference Spouse/Guest Tickets	25%	15%	10%	5%	
Logo with live link on the NHCA Conference website page	✓	✓	✓		
Logo with live link on the NHCA Conference Sponsor & Exhibitors listing page	✓	✓	✓	✓	✓
Join Us at NHCA 2017 logo to include on your website and marketing materials	✓	✓	✓	✓	✓
Podium Recognition	✓	✓	✓		
Ad in the Spectrum Supplement	Full Page	1/2 page	1/4 page	Business Card	
Descriptor in the Spectrum Supplement	100-word	75-word	60-word	40-word	25-word
Hand-Outs for Registration packets	Three	Two	Two	One	
One-year NHCA Commercial Membership	✓				
Give-away/swag item for New Members/Student Meet & Greet (typically has up to 50 attendees)	✓	✓	✓	✓	
Invite to attend the New Members/Student Meet & Greet (typically has up to 50 attendees)	Two	One			
One give-away/swag item for each conference attendee	✓	✓	✓		
Banner ad on the NHCA website through Dec. 31, 2017	✓				
Logo with live link on the NHCA Conference marketing emails	✓	✓			
Logo with live link on the NHCA Conference Registration Confirmation email for attendees	✓				
Your NHCA Conference Related Email to Attendees, sent by NHCA	Two (Pre & Post)	One (Pre)			
Articles in the Spectrum (issues of your choice)	Two	One	One		
Thank You Announcement of Sponsorship on NHCA LinkedIn	✓	✓			
Thank You Announcement of Sponsorship on NHCA Facebook	✓	✓	✓		
Listing in Thank You Announcement for all Vendors on NHCA LinkedIn pre & post-conference	✓	✓	✓	✓	✓
Included in "Sponsored By" list on NHCA Conference Press Releases	✓	✓			
Logo, Company Descriptor, contact info, active link on *NEW* conference app	✓	✓	✓	✓	✓
Listing in Sponsor Thank You push notification in app - happens onsite at conference	✓	✓	✓	✓	
"Hosted by" Sponsor signage on a Friday Night Event Activity	✓ (1st Choice)	✓ (2nd Choice)	✓ (3rd Choice)		
"Hosted by" Sponsor for a Friday Night Event Activity in event marketing materials	✓	✓	✓		
"Hosted by" Sponsor for a Friday Night Event Activity in app	✓	✓	✓		
Sponsor Thank You Announcement during Friday Night Event	✓				
Time at workshop to do HANDS-ON DEMO of new products NOTE: All times are tentative until the registration deadline. Vendors participating in this opportunity will be notified of their final time slot for this workshop one month prior	45 mins.	30 mins.	15 mins.		
Meeting room to host a New Product Focus Group outside of NHCA conference programming and special event hours.	✓				
Signage with logo	throughout	throughout	throughout	throughout	workshop luncheon

Important Information for Vendors:

PAYMENTS AND CANCELLATIONS:

When contracting for table-top space, all vendors must mail/fax their full payment with the completed vendor contract. In the event the show is sold out, payment will automatically be refunded. After January 14, 2017 cancellations will be accepted only if the designated booth space is resold. In this case, a \$225 processing fee will be charged. Space will be assigned on a first-come, first-served basis upon receipt of the completed vendor contract and payment. No space can be assigned over the telephone. Confirmation of receipt of your contract and booth assignment will be emailed to you by

USE OF EXHIBIT:

Exhibits should be designed to appeal primarily to hearing professionals working in educational settings and students actively involved in all fields relevant to educational audiology. All demonstrations, exhibits, signs, etc. MUST be confined to the exhibitor's table space. No exhibitor shall assign, sublet or share the whole or any part of any exhibit space without the express written consent of the managers. Exhibits shall not obstruct the view of adjoining exhibits nor be operated in any manner objectionable to other exhibitors. All lighting within the exhibit must be arranged and operated so as not to be distracting to adjacent exhibitors. The operation of phonographs, radios or other sound devices in an objectionable manner in the opinion of the Association shall be prohibited. NHCA reserves the right to restrict exhibits which, because of the noise, method of operations, or any other reason become objectionable, and also to prohibit or evict any exhibit, which in the opinion of the managers and authorized representatives of NHCA may detract from the general character of the display. This restriction includes conduct, printed matter, or anything of a character that may be objectionable to the exhibit as a whole (e.g., professional entertainment). In the event of such restrictions or eviction, NHCA is not liable for any refunds of rentals or other exhibit expenses. The managers and authorized representatives of NHCA reserve the right to request modification of any questionable exhibit or activity.

Vendor Layout Coming Soon!

OBJECTIONABLE MATERIALS AND ACTIVITIES:

All materials used for decorative purposes shall be flameproof. Crepe paper, corrugated paper, cardboard or other combustible materials shall be prohibited. Explosive and flammable materials, which conflict with the Underwriter's Fire Prevention or Fire Department rules, shall not be permitted.

INSTALLATION AND DISMANTLING OF EXHIBITS:

The exhibitor shall have an authorized representative present at the exposition throughout all exhibit periods and during the installation and dismantling of the exhibit. The names of all authorized and additional representatives should be indicated on the enclosed Exhibitor Registration Form.

TRAVEL INFORMATION:

Marriott San Antonio Rivercenter

Hotel Reservations:

- The Marriott San Antonio Rivercenter rate for NHCA attendees is \$209 + tax per night. NHCA has also secured a Govt. Rate for \$120.00 or prevailing government pricing. (By January 30, 2017)
- Departure air reservations should be made after 6:30 p.m.
- San Antonio International Airport is approximately 8 miles from the hotel. (Hotel does NOT provide a shuttle)
- Attire for the conference and functions is Business Casual unless otherwise noted for special events.
- Online Hotel Reservations - NHCA attendees (Must be reserved by January 30, 2016)
- Government Rate Online Reservations - NHCA Govt. attendees (Click Here, you must first select the dates and then your rates will appear!)
- Hotel Information:
- Smoke Free Policy
- Room Service hours 6:00 AM- 12:00 AM
- Hotel does NOT provide shuttle service
- Alternate Transportation: Airport Express (210) 281-9900 Fee: 18 USD one way
- Estimated Taxi Fare 22 USD one way

Hotel check in 4:00 PM & check out is at 12:00 PM.

Sponsor & Exhibit Contract 2017

Sponsor Investment:

- \$9000 - Platinum Sponsor
- \$6000 - Gold Sponsor
- \$4000 - Silver Sponsor
- \$2000 - Bronze Sponsor
- \$1500 - Workshop Sponsor

I will need electricity

Desired Booth Space: (See layout enclosed)

*Spaces are NOT guaranteed.

1st # _____ 2nd # _____ 3rd # _____

Please do not place me by the following:

Payment & Cancellation:

I understand that full payment must be received by January 2, 2017 before booth assignment will be made. After January 2, 2017, cancellations will be accepted only if the designated booth space is resold. In this case, a \$225 processing fee will be charged. No refunds will be issued after January 16, 2017.

Check enclosed with contract

Make checks payable to NHCA
and mail with contract/registration to:
NHCA, 12011 Tejon St., Suite 700, Westminster, CO 80234
or Fax contract/registration to (303) 458-0002

Amex Visa MasterCard

Card number _____

3/4-digit CVC Code _____

Expiration Date _____

Amount \$ _____

Signature _____

Exact Billing Address for the Credit Card _____

Office Use: Date Received _____ Assigned _____

Return this contract and registration with payment to:

National Hearing Conservation Association
12011 Tejon St., Suite 700
Westminster, CO 80234
Phone: 303.224.9022 | Fax: 303-458-0002



Primary contact information for exhibit:

Contact Name: _____

Company: _____

Address: _____

City, State and Zip: _____

Phone: _____

Fax: _____

*Email: _____

*Will be utilized for distribution of information.

Exhibitor Agreement and Information:

The agreement between NHCA and the tabletop display vendors of the 42nd Annual Hearing Conservation Conference covers the time from 11 a.m. Thursday Feb. 23rd until 4 pm Feb. 25th. The exhibitor assumes the responsibility for setting up and dismantling the exhibit. By signing this contract, exhibitor agrees to waive and hold harmless NHCA from any liabilities for the safety of its exhibit and other property against robbery, fire, accident, or any other hazard whatsoever, personal property owned, rented or leased by the exhibitor is the sole responsibility of the exhibitor.

Liability:

The exhibitor agrees to make no claim against NHCA nor its members nor employees or agents, nor their representatives for loss, theft, damage, or destruction of goods, nor any injury to himself, or employees prior, during, or subsequent to the period covered by this Contract resulting from, arising out of, or in anyway connected with, use of the Exhibitors space by Exhibitors, nor for any damage of any nature whatsoever, including any damage to his business by reason of the failure to provide space of the exhibit, nor for failure to hold the Conference as scheduled. The Exhibitor upon signing the Contract for exhibit space expressly releases the foregoing named Conference, NHCA, and individuals from any and all claims for such loss, damages or injury.

Indemnification:

Exhibitor shall exercise its privilege hereunder at its own risk, and, irrespective of any negligence of NHCA. Exhibitor shall indemnify and hold harmless NHCA, its officers, employees and agents against any and all liability for claims, damages, costs, loss, actions or causes of action, for damage to property or injury or death to any person or persons, any expenses including attorneys fees resulting from, arising out of or in any way connected with, the occupation or use of the exhibit space by the Exhibitor, or invitees, or guests of the Exhibitors. Should any contingency interrupt or prevent the holding of the NHCA Exposition, the Association will return such portion of the amount paid for space as may be determined to be equitable by the Association after deduction of such amount as may be necessary to cover expenses incurred by the Association in connection with the Exposition. If for any reason, the Association determines that the location of the Exposition should be changed or the dates of the Exposition postponed, no refund will be made. However, the Association shall assign to the exhibitor, in lieu of the original space, such other space as the Association deems appropriate and the exhibitor agrees to use such space under the same rules and regulations. The Association shall not be financially liable or otherwise obligated in the event the exhibit is canceled, postponed or relocated except as provided herein. The exhibitor assumes the entire responsibilities and liability for losses, damages and claims arising out of injury or damage to exhibitors' displays, equipment and other property brought onto the premises of the Marriot San Antonio Rivercenter and shall indemnify and hold harmless the hotel agents, servants, and employees from any and all such losses, damages and claims. The exhibitor acknowledges that he Marriot San Antonio Rivercenter does not maintain insurance covering exhibitors' property and this is the sole responsibility of the exhibitors to obtain business interruption and property damage insurance covering such losses by exhibitor.

Exhibitor Authorized Signature

Submission Date

Organization/Company: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____ **Country:** _____

Phone: _____ **Email:** _____

Attendee List:

Name	First Time Attendee		Conference Registration		Exhibitor Only	Friday Night Event	
	Yes	No	Comped	Paying		Yes	No

Fees	Cost	Quantity	Total
2016 Commercial membership Dues (Non-members may pay dues here)	\$985		
Full Conference Registration (Includes Thurs. workshops, Fri./Sat. sessions, Fri. night event and all conf. meals)	\$549		
Conference Sessions Registration (Includes Fri./Sat. sessions and all conference meals)	\$495		
Friday Night Event Ticket	\$135		
Exhibitor Only (Exhibit hall and meals only. No session attendance or CEUs)	\$349		
NHCA SCHOLARSHIP FOUNDATION DONATION			
*NOTE: I am enclosing a tax-deductible donation to the NHCA Scholarship Foundation. Tax Id #05-0554187			
NHCA International Journal of Audiology (IJA) Sponsorship			
Recommended Amounts: <input type="checkbox"/> \$1500 <input type="checkbox"/> \$1000 <input type="checkbox"/> \$500 <input type="checkbox"/> \$250 or <input type="checkbox"/> \$ _____			
GRAND TOTAL			

PAYMENT INFORMATION:

Check Visa MasterCard AMEX Amount \$ _____

Credit Card #: _____ Expiration Date: _____ CVC: _____

CC Billing Address: _____

Name on the card: _____ Cardholder Signature: _____

*If you require any special accommodations in order to fully participate in the conference, please call the NHCA office by December 5, 2017 at 303-224-9022 or send your request via email to nhcaoffice@hearingconservation.org so that your special needs are met.

CANCELLATION POLICY: NO REFUNDS AFTER JANUARY 16, 2017

Vendor Schedule:

QUALITY EXHIBITION TIME: {DRAFT}

Exhibit times do not conflict with any educational sessions. Several hours of exhibit time is scheduled. Events in the exhibit hall include an opening reception on Wednesday, all coffee and refreshment breaks on Thursday and Friday, the Silent Auction on Thursday and Friday, and Poster Presentations. *(This schedule is a draft and subject to change.)*

THURSDAY, FEB. 23, 2017	
8:00 a.m. - 3:30 p.m.	Workshops (half day & full day)
10:00 a.m. - 4:00 p.m.	Vendor & Poster Sessions Set-up
4:00 p.m. - 5:00 p.m.	Meet & Greet for New Members & Students (Invitation Only)
5:30 p.m. - 8:30 p.m.	Poster Reception Exhibits Open
FRIDAY, FEB. 22, 2017	
8:00 a.m. - 8:30 a.m.	Breakfast
8:30 a.m. - 9:00 a.m.	Welcome and Opening Remarks
9:00 a.m. - 10:00 a.m.	Keynote Speaker/General Session
10:00 a.m. - 10:30 a.m.	Exhibits/Break/Posters
10:30 a.m. - 12:15 p.m.	General Session
12:15 p.m. - 1:30 p.m.	Hosted Luncheon
1:30 p.m. - 2:00 p.m.	Exhibits Open
2:00 p.m. - 3:15 p.m.	General Session
3:15 p.m. - 3:45 p.m.	Exhibits Open
3:45 p.m. - 5:45 p.m.	General Session
6:30 p.m. - 9:30 p.m.	Friday Night Event
SATURDAY, FEB. 23, 2017	
8:00 a.m. - 8:45 a.m.	Breakfast & Roundtable Chats
8:45 a.m. - 9:15 a.m.	Exhibits Open
9:15 a.m. - 11:30 a.m.	Concurrent Sessions
11:30 a.m. - 12:00 p.m.	Exhibits Open
12:00 p.m. - 1:30 p.m.	Award Luncheon
1:30 p.m. - 2:00 p.m.	Gasaway Lecture
2:00 p.m. - 3:15 p.m.	General Session
2:00 p.m. - 4:00 p.m.	Exhibit Hall Closed - Tear down begins
3:15 p.m. - 3:30 p.m.	Break
3:30 p.m. - 4:30 p.m.	General Session