



NATIONAL EXTENSION ASSOCIATION OF FAMILY & CONSUMER SCIENCES

2017 ANNUAL SESSION

OCTOBER 16-19, 2017 | OMAHA, NEBRASKA



EXHIBITOR PROSPECTUS
& SPONSORSHIP
OPPORTUNITIES

EXHIBITOR SCHEDULE OF EVENTS

All exhibit functions will take place at the CenturyLink Convention Center. The convention center is connected to the Hilton Omaha by an enclosed skywalk.

Tuesday, October 17, 2017

12:00 PM – 5:00 PM

Exhibitors Move-in
Exhibit Hall A

4:00 PM – 5:00 PM

Exhibitor Orientation/Reception
TBD

Wednesday, October 18, 2017

12:15 PM – 5:00 PM

Exhibit Hall Ribbon Cutting
Exhibit Hall Open (*Boxed Lunch Provided*)
Exhibit Hall A

1:30 PM – 4:00 PM

Exhibit Forums
TBD

Thursday, October 19, 2017

8:00 AM – 12:00 PM

Exhibit Hall Open (*Continental Breakfast Provided*)
Exhibit Hall A

8:00 AM – 11:00 AM

Exhibit Forums
TBD

12:00 PM – 3:00 PM

Exhibitors Move-out

To see the full schedule, please visit www.neafcs.org.



EXHIBITOR/SPONSOR BENEFITS (● = Yes __ = No)

	PLATINUM \$7,000 (1 available)	GOLD \$5,000 (1 available)	SILVER \$4,000 (multiple available)	BRONZE \$3,000 (multiple available)	COPPER \$2,000 (multiple available)	EXHIBIT ONLY \$500/non-profit \$1,000/for profit
Conference						
Attendee Promotional Item Sponsor (logo on item)	●	--	--	--	--	--
Name Badge Sponsor (logo on name badges)	--	●	--	--	--	--
Recognized as Breakfast/Luncheon Sponsor	●	●	●	--	--	--
Refreshment Break Sponsor	●	●	●	●	●	--
Workshop Sponsor	--	--	--	●	●	--
Conference Attendee Mailing List	●	●	●	●	●	--
Full Conference Registration	2 (with option to purchase up to 2 additional at member rate)	1 (with option to purchase up to 1 additional at member rate)	--	--	--	--
Exhibit Booth at Conference	2 booths	1 booth	1 booth	--	--	As purchased
Sponsor Ribbon (on name badge) at Conference	●	●	●	●	●	--
Opportunity to Provide Remarks at Conference	20 min.	10 min.	5 min.	--	--	--
Recognition in Conference Program	●	●	●	●	●	●
Advertisement in Conference Program (to be provided by sponsor)	2-page	1-page ad	1/2 page	1/4 page	1/8 page	--
Recognition at Awards Event	●	●	●	●	--	--
NEAFCS Exhibit Forum	●	●	●	●	--	--
Web Site						
Logo, link, and description on Sponsor/Exhibit Page of web site	●	●	●	●	●	●
Web banner ad on homepage of the NEAFCS web site	Banner ad on home page for one year	Banner ad for 6 months	Banner ad for 3 months	--	--	--
Membership						
Access to the member directory	Comp Partner Membership for the current year	Comp Partner Membership for the current year	--	--	--	--
Communications						
Article/Advertisement on the web site and in the eNEAFCS	2 articles or advertisement	1 article or advertisement	--	--	--	--
Name listed once on the web site and in the eNEAFCS	●	●	●	●	●	●

* A Forum Application Form must be submitted and approved. See page 6.

EXHIBIT BOOTH INFORMATION

EXHIBIT BOOTH PACKAGE INCLUDES:

8' X 10' exhibit booth, side rails and back draping, 6ft. skirted table, wastebasket, identification sign and two chairs. Any additional booth furnishings and equipment may be ordered by the exhibitor at their own expense through the contracted trade show decorator. **An exhibitor kit with order forms, deadlines and additional information will be emailed to each confirmed exhibitor.** All shipping and any other additional expenses will be at the expense of the exhibitor.

An Exhibitor Agreement, as well as information about sponsorship opportunities, is enclosed for your review and consideration. By sponsoring an event at the 2017 NEAFCS Annual Session you will not only gain valuable exposure to convention attendees, you will also receive special benefits such as promotion of your company at the convention, opportunity to present your product/service to the attendees, recognition of your company in the convention program and the eNEAFCS, plus much more!

We look forward to seeing you in Omaha in October 2017!

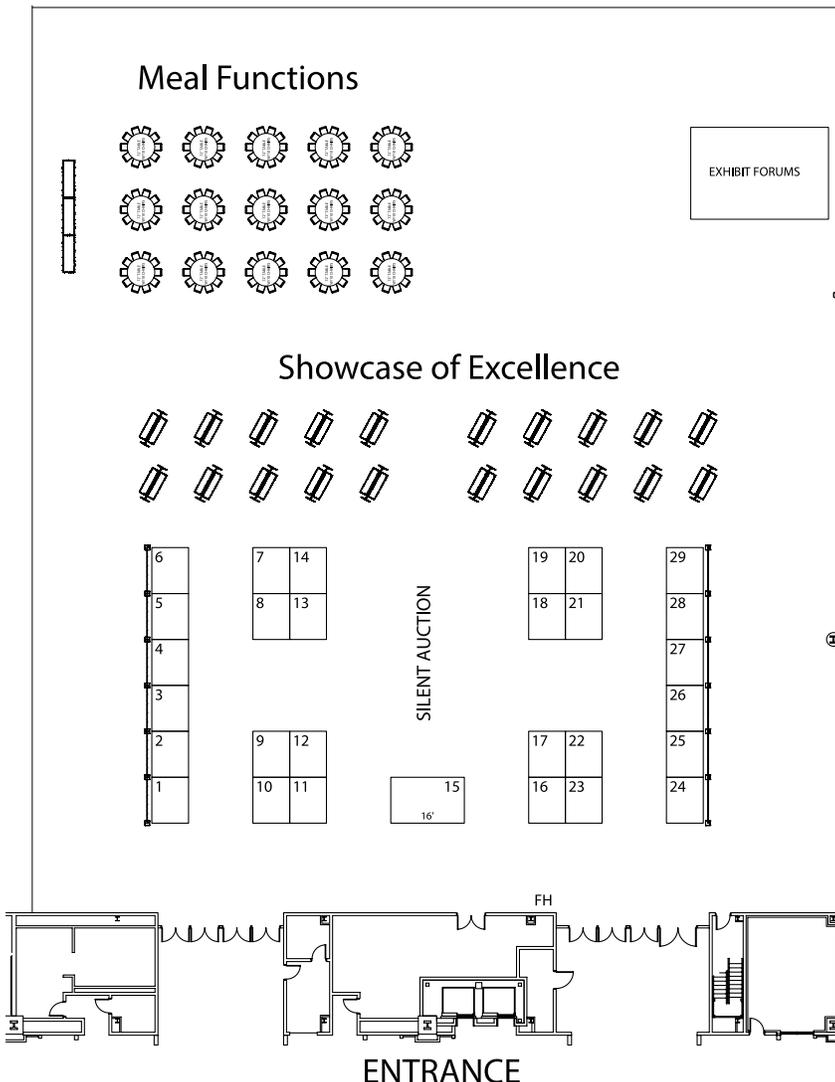


EXHIBIT FLOORPLAN

PAST NEAFCS ANNUAL SESSION REGISTRATIONS

(Full registrations only. Not including exhibitors.)

613

2015

670

2016



NEAFCS TERMS OF EXHIBITOR / SPONSOR AGREEMENT

AGREEMENT: The following terms shall become binding upon acceptance of this agreement between the applicant and his/her employees and the National Extension Association of Family & Consumer Sciences (NEAFCS), the meeting and exhibits host. The failure of a NEAFCS to enforce any provision of this Agreement shall not constitute a waiver of such provision or the NEAFCS' right to enforce such provision or any other provision in the future.

ASSIGNMENT: Exhibit space and sponsorship will be assigned based on the date contract is received with payment in full. In the case of multiple contracts received on the same date, priority will be given to those exhibitors/sponsors who have previously participated with NEAFCS.

PUBLIC POLICY: Exhibitors are charged with knowledge of all ordinances and regulations pertaining to taxes, health prevention, over-the-counter sales, customs and public safety while participating in this event. Compliance with such laws is mandatory for exhibitors and the responsibility of the exhibitor.

DISMANTLING: No part of an exhibit shall be removed during show hours. Exhibits must be kept intact until 12:00 p.m. on Thursday, October 19, 2017. All exhibits must be dismantled and removed by 3:00 p.m. on Thursday, October 19, 2017; otherwise NEAFCS reserves the right to remove the exhibit at the exhibitor's expense.

EXHIBIT DIMENSIONS: 8' X 10' booths – Height of any part of the display may not exceed 8' from the floor or the display come forward by more than 10'. All exhibits must fit in the space provided and cannot exceed each 8'x10' space. This provision will be strictly enforced.

COMPLIANCE: The Exhibitor assumes responsibility for compliance with all pertinent ordinances, regulations, and codes of local, state, and federal governing bodies; together with the rules and regulations of the operators and/or owners of the property wherein the exhibit is held. Cloth decorations must be flameproof. Wiring must comply with facility, fire department and Electrical Underwriters' rules. The Exhibitor will abide by and comply with the rules and regulations of NEAFCS authorized contractors and local unions operating at the exhibition facility.

USE OF EXHIBIT SPACE: Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during exhibit show hours. No exhibitor shall assign, sublet or share exhibit space.

Distribution by the Exhibitor of any printed

matter, souvenirs or other articles must be confined to the assigned space. No undignified manner of attracting attention will be permitted.

Food products are prohibited from being distributed or sold at an exhibit booth without prior permission from the NEAFCS National Office. Hotel rules and regulations must be followed at all times.

Use of the NEAFCS logo by other organizations is prohibited without permission. Contact the NEAFCS National Office for more information.

SECURITY/LIABILITIES/INSURANCE: NEAFCS, the official service contractor, the exhibit facility, their members, representatives and/or employees, shall not be liable or responsible for any injury, loss or damage that may occur to the Exhibitor, or to the Exhibitor's employees or property, from any cause whatsoever, prior, during or subsequent to the period covered by this application/agreement. The Exhibitor agrees to obtain the following insurance coverage: Comprehensive general liability insurance coverage including protective and contractual liability coverage of one million dollars (\$1,000,000.00) per incident, two million dollars (\$2,000,000.00) in the aggregate for bodily injury and property damage. NEAFCS must be named as an additional insured on the policy. In addition, Exhibitors are advised to carry special insurance to cover exhibit materials against damage and loss, and public liability insurance against injury to the person or property of others. Exhibitor is requested to furnish NEAFCS with a certificate of insurance to by July 16, 2017.

Exhibitors are liable for any damage caused to building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property and shall indemnify and hold harmless NEAFCS, the Convention Center, agents, and employees from any and all such losses, or any loss, liability, damage or costs, including court costs and attorney's fees, that NEAFCS may incur in the event of any action related to exhibitors participation.

NEAFCS, its agents and employees, will not be liable for failure to hold the Show as scheduled. Payments for exhibit space, less any expenses incurred in connection with the Show, shall be refunded if the Show is cancelled 90 days or less prior to the opening date due to fire, or any act of God, or public enemy, or epidemic, or any law, or regulation, or public authority, which makes it impossible or impractical to hold the Show.

The exhibit area will be locked at the close of each day for the protection of the exhibits. Only authorized personnel

will have access to the exhibit area during non-show hours. The hotel management and NEAFCS will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or NEAFCS be responsible for such losses. It is recommended that exhibitors cover their property with suitable insurance. Children are allowed in the exhibit areas. Please take the necessary precautions for their safety as well as for your display.

ADA REQUIREMENTS: Exhibitors are reminded that the Americans with Disabilities Act (ADA) ensure equal access to all participants of NEAFCS meetings. Booth spaces must be fully accessible to those with physical disability or sight impairment in compliance with all applicable laws and regulations, including without limitation, the Americans with Disabilities Act (U.S. Public Law 101-336).

REQUIREMENTS: The following must be included with this form. Exhibitors will not be accepted without this documentation.

- Proof of Insurance (as indicated above)
- Proof of non-profit status (if applicable)

REFUND POLICY: Before July 16, 2017 50% of this fee is refundable. After that date, this fee will be non-refundable for eligible exhibitors. If the company is ineligible to exhibit, this fee will be refunded.

INSTRUCTIONS TO VALIDATE THIS AGREEMENT:

We, in order to validate this agreement, agree to the following:

- » Payment for the exhibit, sponsorship, exhibit forum, and/or bag insert will be provided with this form.
- » All rules and regulations governing this show, as referenced below will be strictly adhered to.
- » The products/services described below are those that rightfully represent our company and those that we propose to exhibit. Any changes made regarding the products or services to be exhibited will be forwarded to the NEAFCS National Office in writing at least 30 days prior to the show.

We, the undersigned company/organization, do hereby make application to reserve space and participate as an Exhibitor and/or Sponsor in the Show indicated by this agreement. We agree to all rules and regulations governing this show.

Authorized Signature

Printed Name

Date

NEAFCS 2017 ANNUAL SESSION EXHIBITOR / SPONSOR AGREEMENT

October 16-19, 2017 | Omaha, Nebraska

Company: _____

Contact Name: _____ Title: _____

Contact Email Address: _____ Contact Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (for publicity purposes): _____ Website: _____

Email Address (for publicity purposes): _____

Description of Company Products / Services (REQUIRED): *This description will be published in the conference program so please make sure it is complete. (50 words or less. Attach separate document if needed)*

EXHIBIT BOOTH SELECTION:

- \$1,000 Exhibit Booth \$900 Additional Booth
 \$650 First -Time Exhibitor \$550 Additional Booth (First -Time Exhibitor)

\$500 Exhibit Booth for 501(c)(3) non-profit organizations with less than \$500,000 annual operating budget, OR University Extension Program, OR small "in region" business exhibiting for the first time at Annual Session

\$400 Additional Booth (for 501(c)(3) non-profit organization)

Note: NEAFCS will assign booth display preferences to companies whose payment is received in full. If your company requests a booth display that is already assigned, NEAFCS reserves the right to assign your company to the next best available booth location.

1st Choice _____ 2nd Choice _____ 3rd Choice _____

If possible, do not place us next to the following companies (specific names): _____

SPONSORSHIP LEVEL:

- \$2,000 Copper \$3,000 Bronze \$4,000 Silver \$5,000 Gold \$7,000 Platinum

OTHER:

- \$150 Exhibit Forum (page 7 must be completed) \$100 Partner Member Exhibit Forum (page 7 must be completed)
 \$500 Registration Bag Insert

PAYMENT INFORMATION:

Check enclosed (payable to NEAFCS) Check # _____ Amount \$ _____

Credit Card: Visa MC AMEX Charge Amount \$ _____

Card # _____ Expiration Date _____ Sec. Code* _____

*This is the 3 digit number found next to the signature panel on the back of the card. AMEX ONLY - This is the four digit number found on the front of your card.

Credit Card Billing Address (only if different than above): _____

Name on Card _____ Signature _____

OPTIONS TO REGISTER FOR THE CONVENTION:

- EMAIL: elane@executiveoffice.org (credit card payments only)
 MAIL: NEAFCS, 325 John Knox Rd, Ste L103, Tallahassee, FL 32303

For more information or if you have any questions, please contact Elizabeth Lane at elane@executiveoffice.org.

NEAFCS 2017 ANNUAL SESSION | October 16-19, 2017 " Omaha, Nebraska

If you have elected to present an Exhibit Forum, please complete the following information for review and approval. Please return this page with your Exhibitor Application and Terms and Agreement by email to the NEAFCS National Office at elane@executiveoffice.org. Please put "2017 NEAFCS Annual Session Application" in the subject line.

Presenter Information:

Name _____ Title/Position _____

Title of Presentation _____

Address: _____

City: _____ State: _____ Zip: _____

Phone _____ Email _____

Attach a separate document for descriptions below if needed.

Short Description for promotional use (30 words or less): _____

Full Description including proposed information to be included in the Session (i.e. new products, new research, etc.) (300 words or less):

ADDITIONAL EXHIBITOR REPRESENTATIVE REGISTRATION

Each exhibit booth purchase provides for **two (2) representatives and two (2) tickets** for complimentary meals serviced in the Exhibit Hall. **Please provide the names of those who will be representing your company/organization in the Exhibit Hall at the Annual Session.**

Representatives Name _____

Phone _____ Email Address _____

Representatives Name _____

Phone _____ Email Address _____

HOTEL INFORMATION



Hilton Omaha 1001 Cass Street Omaha, NE 68102

The Hilton Omaha and the CenturyLink Convention Center will be home to the 2017 NEAFCS Annual Session.

Make your reservations directly with Hilton Omaha by calling **1-800-HILTONS**. Please reference code **ASO** to receive the group rate of \$153 per room per night (excluding taxes). The Hilton will only be able to offer this rate for rooms to the National Extension Association until **September 12, 2017**.

The association can only reserve a certain number of rooms at the discounted rate. Once the room block is sold out, even if that day is prior to the cutoff date, a higher prevailing room rate will apply.

You may also book your room online at <https://aws.passkey.com/go/2017annualconferenceneafcs>. Make sure to select the **attende** option in the drop-down menu.

Make your reservations today!

Room rate includes complimentary wireless internet in guest room and 50% off overnight self-parking fees.

