

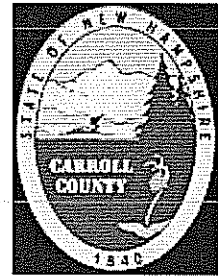
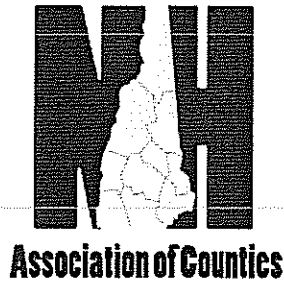
## **NEW HAMPSHIRE ASSOCIATION OF COUNTIES ANNUAL CONFERENCE and TRADE SHOW**

**October 24 and 25, 2011**

**North Conway Grand Hotel**

**North Conway, New Hampshire**

- ✓ **The only exposition aimed directly to the NH county government market - Showcase your product/company to top county government decision makers.**
- ✓ **An annual trade show consistently attracting hundreds of elected and appointed county officials and employees.**
- ✓ **Opportunity for direct access to county officials with combined annual operating budgets of over \$300 million.**
- ✓ **Limited space - Sign up now so you don't miss the opportunity.**



## **NHAC 2011 ANNUAL CONFERENCE and TRADE SHOW**

### **VENDOR INFORMATION**

#### **Advertisements in the Conference Program**

**Conference program:** All vendors are listed in alphabetical order in the conference program. In addition vendors may purchase display ads for inclusion in the program.

(In order to efficiently produce the conference program, NHAC reserves the right to refuse any advertisement and will have no liability for the omission of any submission. In the event an ad is inadvertently omitted, there will be no fee charged.)

#### **Booth Assignments at a 2-Day Vendor Event**

Exhibit space at the North Conway Grand Hotel is limited. Booths will be assigned on a first-come, first-serve basis. There will be one company per booth. Multiple exhibitors require a separate exhibit fee for each booth.

#### **Exhibit Hours - This will be subject to change**

The exhibit hall will be open from 10:00 - 4:00 p.m. on Monday  
and from 9:00 a.m. - 12:00 p.m. on Tuesday.

#### **Booth Amenities**

A table is provided at no extra charge with skirting. Other amenities are available on a limited basis. Extra charges apply. Please contact the hotel for pricing.

#### **Booth and Advertisement Cancellation Policy**

Cancellations of a booth reservation or a program advertisement must be submitted to the NH Association of Counties in writing by October 14, 2011. NHAC will retain \$50 per ad and/or \$100 per booth. The balance of the amount paid will be refunded. No refund will be made for cancellations after October 14, 2011.

## **Payment**

Full payment must accompany the completed application form in order to reserve your space.

## **More advertising opportunities**

### **Give-Aways and Prizes**

Conference “Goody” Bags: It is an annual tradition. Each attending county official and/or employee receives a bag filled with special identifying items from your company. This is a great chance to get your company name into the hands of all attendees.

### **Raffle Prizes**

There is a raffle at the vendor event. Donate a substantial item(s) for the prizes and your name will be seen by the attendees viewing the raffle prize showing and your name will be announced at the event when the prize drawn. Attendees must be present to win.

### **Shipping Information**

All cartons should arrive at the hotel no earlier than October 21<sup>st</sup>.

Please put “NHAC Annual Conference” on the outside of the box and ship to:

North Conway Grand Hotel  
Attention: Kelly McReel  
Route 16 at Settlers’ Green O.V.P.  
North Conway, NH 03860

### **Hotel Rooms, Meals, Dress Code**

Contact the North Conway Grand Hotel directly for room reservations and please be sure to reference the NHAC Annual Conference in order to get our group rate.

603-356-9300

Meals are not included in the room rate. For meals, please fill out the “Attendee Registration Form”.

Dress is business attire.

## Exhibitor Expectations

Exhibitors and their employees agree to abide by all conditions herein. It is understood that NHAC has sole control of the exhibit area.

NHAC and the Hotel are not responsible for the security of exhibit material. Exhibitors may insure their goods at their own risk and expense.

All exhibitors acknowledge that they are independent contractors and assume the responsibility to protect, indemnify, and defend NHAC, the Hotel, and their employees and agents harmless against all claims, losses, and damages to persons or property caused by the exhibitors' installation, removal, maintenance, or use of the exhibition premises, excluding any such liability caused by the sole negligence of the Hotel, its employees, and agents.

NHAC undertakes no duty to exercise care, nor assumes any responsibility for the protection and safety of the exhibitor, its officials, agents, or employees, or the protection of property used in connection with the exhibit, from theft or damage or destruction by fire, accident, or any other cause.

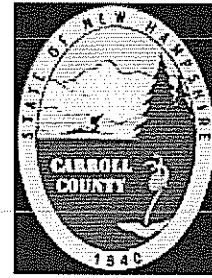
Exhibitors agree to follow the required time-frames for installation and dismantling of exhibits as follows:

Set-up: *after* 4:00pm on Sunday or *before* 10:00am on Monday

There is a cocktail reception on Monday being held in the Exhibitors area.

Break-down: *after* 12:00 p.m. on Tuesday

Times are subject to change



**NHAC 2011 ANNUAL CONFERENCE and TRADE SHOW**

**Exhibit & Sponsor Form**

Company Name		Contact Person	
Mailing Address		Title	
		Phone	
		Email	
Web Address		Fax	

**Trade Show Business Directory**

<input type="checkbox"/> Keep 2010 Text; no changes needed.	<input type="checkbox"/> New/Revised Text (see below)
<p>In 25 words or less, please describe the product or service provided by your company in the space below. This information is published in the Trade Show Business Directory and is provided to each attendee.</p>	

**Company Representatives Attending Tradeshow:**

Name		Title	
Name		Title	
Name		Title	

## Give Aways & Prizes

### ***Bag Stuffers***

It's an annual tradition—handing each participant a conference bag filled with “goodies.” Add something special from your company. Quantity needed: 200 each item.

Yes, We will send items for the conference bags.

### ***Raffle Prizes***

Each person attending the Vendor Focus Event will be eligible for the drawings. They must be in attendance to win. Raffle will be held periodically through the three hour event based on the number of gifts received.

Yes, We will participate in the Raffle Prizes. We will donate:

Our company agrees to abide by the conditions printed in the vendor packet.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Company Name:

Advertisements (Corporate Sponsors - no charge)		
	Price	Amount Due
<input type="checkbox"/> Full Page (8 in x 5 in)	\$400	
<input type="checkbox"/> Half Page (3.75 h x 5 w)	\$275	
<input type="checkbox"/> Quarter Page (3.75 h x 2.25 w)	\$225	

Booths (Corporate Sponsors - no charge)		
<input type="checkbox"/> Single Booth (6' length)	\$695	

Booth Set-up (MUST be completed)		
<input type="checkbox"/> Electricity.		
<input type="checkbox"/> 6 foot table	n/c	

Corporate Sponsors		
<input type="checkbox"/> Benefactor (booth, premium ad, reception sponsor)	\$5,500	
<input type="checkbox"/> Patron (booth, full-page ad, co-sponsor of an event)	\$2,800	
<input type="checkbox"/> Sponsor (booth, 1/2 page ad)	\$1,275	
<input type="checkbox"/> Donor (booth, 1/4 page ad)	\$950	
<input type="checkbox"/>		
<input type="checkbox"/>		

Questions? Please call the NHAC Office at (603) 224-9222 or e-mail to [pdanis@nhcounties.org](mailto:pdanis@nhcounties.org)

Payment

<input type="checkbox"/> Check Enclosed	<b>TOTAL DUE \$ _____</b>
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Mail to: NH Association of Counties, 46 Donovan Street, Suite 2, Concord, NH 03301-2624