



October 4-6, 2017-Alerus Center, Grand Forks, ND

Conference Exhibitor Registration Form

Contact Details

Legal Company Name:

Doing Business As Name:

(If different from Legal Company Name)

Mailing Address:

Contact Person:

E-mail address:

Phone:

Product/Services to be featured:

Name(s) on badge(s):

ND Sales/Use Tax Permit Number:

If you need a number and don't currently have one, [complete this form](#)

Exhibit Space Information and Rental Options

Do you need electricity? Yes No

Postmarked on or before August 1st 2017

8' x 10' Booth - \$350

(2) 8' x 10' Booths - \$650

8' Tabletop - \$150

Postmarked after August 1st 2017

8' x 10' Booth - \$400

(2) 8' x 10' Booths - \$750

8' Tabletop - \$200

Do you have any additional needs?

Sponsorship (optional)

NDLA welcomes sponsors, and will recognize your generosity with special signage at the conference and in the program. We can also include ad space in our conference book, as indicated in the levels below.

___ \$100 Bronze - **(unlimited)**

- Name listed on sponsor recognition page of conference program

___ \$250 Silver - **(unlimited)**

- Name listed on sponsor recognition page of conference program
- ¼ page ad in conference program

___ \$500 Gold - **Sponsor Refreshments at a Break (4)**

- Name and logo displayed on sponsor recognition page of conference program
- ½ page ad in conference program
- Name and logo posted at the sponsored refreshment table

___ \$1,000 Platinum - **Sponsor Keynote Speaker (2) or Breakfasts (2)**

- Name and logo displayed on sponsor recognition page of conference program
- Full page ad in conference program
- Name and logo Board posted at entrance to the event
- Verbal recognition and thank you during intro to the event

___ \$5,000 Titanium - **Sponsor Awards Banquet (1) or Bus to Opening Reception (1)**

- Name and logo displayed on sponsor recognition page of conference program
- Full page ad in conference program
- Name and logo on banquet program or inside the bus
- Name and logo posted at entrance to the event or at bus boarding area
- Verbal recognition and thank you during intro to the event
- Verbal recognition and thank you at both NDLA membership meetings
- Complementary booth at exhibits (if desired)

We also welcome sponsorships of socials, breaks, door prizes, or other amenities and novelties. If you would like to sponsor one of these, please mention it in the comments field below.

Questions & Comments

Mail check (payable to NDLA) and completed registration form to:

Stephanie Kom, Exhibit Chair

State Historical Society of North Dakota

612 E. Boulevard Ave.

Bismarck, ND 58505

Phone: 701-328-3571

Cell: 701-220-5011

Email: NDLAVendorInfo@gmail.com

Cancellation Policy

Exhibitors submitting written notice of cancellation of booth space by August 1, 2017 shall be entitled to a refund minus \$50 processing fee. Cancellations received between August 1 and September 1, 2017 will qualify for a 50% refund. No refunds will be made for cancellations after September 1, 2017.