



2012 Annual Conference VENDOR FAIR INFORMATION & REGISTRATION FORM

July 12-15, 2012

Pittsburgh, PA

Marriott Pittsburgh City Center

Company Name: _____

Name: _____

Additional Exhibitor's Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

Booth Registration Fees: Please place an "X" in the appropriate box. Two complimentary conference registrations are included with booth fee.

Member - 10 x 10 Booth Space, \$1,000

Non-member - 10 x 10 Booth Space, \$1,500
(includes membership fee)

Vendor Fair Information: The NACRC Annual Conference will host a Vendor Fair starting with the opening reception on Thursday, July 12, from 6-8 pm and running through Friday, July 13. The NACRC Annual Conference typically has 100 attendees made up of county recorders, election officials and clerks from all over the country. The Vendor Fair will feature 8 x 8 booths for tabletop displays. Set up will be on Thursday from 2-4 p.m., and breakdown will be after 3:45 p.m. on Friday. Each vendor will be given 5-10 minutes on Friday between 8:30-9:30 a.m. to describe their products and services to the whole group. Breakfast and breaks will be held in the vendor fair space. The NACRC Banquet will be held on Friday evening, at the hotel.

Booth Space: Booth fees include two complimentary conference registrations and meals, booth space, skirted table and two chairs. Pop-up displays are welcome. You may purchase more than one booth space if your display requires additional space.

Space will be assigned on a first-come, first-served basis, determined by the arrival date of the application AND payment in the NACRC office. Existing NACRC corporate members will be given priority. Management reserves the right to make accommodations necessary to best serve all vendors. No vendor shall assign, sublet or apportion the whole or any part of space contracted.

Information including shipping instructions, electrical and phone service request forms, etc. will be forwarded to vendors once their Vendor Registration Form and payment for booth space have been processed.

Sponsorship Opportunities: There are several sponsorship opportunities available at the 2012 NACRC Annual Conference. See the Sponsorship Form on www.nacrc.org for additional details. Only members are eligible to sponsor.

Method of Payment:

Check enclosed. Make check payable to NACRC and enclose registration form with your check. Mail to: NACRC, 2501 Aerial Center Parkway, Suite 103, Morrisville, NC 27560.

Credit Card: Please visit www.nacrc.org and click on "Annual Conference" under the "Attend" menu item to access the online credit card payment form.

Cancellation Policy: For cancellations made before or on July 1, 50 percent of the vendor booth fee will be refunded. No refunds will be given for cancellations after July 1.

Phone: 919.459.2080 Fax: 919.459.2075 info@nacrc.org www.nacrc.org