

# 2019 NHCA Vendor Prospectus



# 2019 Sponsorship Benefits

Vendor Sponsorship Benefits	Platinum (\$9000)	Gold (\$6000)	Silver (\$4000)	Workshop Sponsor & Exhibitor (\$2,000))
6-foot tables in exhibit area	Four	Three	Two	Two
Exhibitor Full Conference registration	Four	Three	Two	Two
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 2019 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
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, 2019	✓			
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)		
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	✓			
Meeting room to host a New Product Focus Group outside of NHCA conference programing and special event hours.	✓			
Signage with logo	throughout	throughout	throughout	throughout

# 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 12, 2019 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 January 22, 2019.

## **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.

## **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:**

**Gaylord Texan Resort & Convention Center**  
**Hotel Reservations:**

- The conference will begin with Thursday workshops and concluding Saturday after general sessions!
- Departure air reservations should be made after 6:30 p.m.
- Attire for the conference and functions is Business Casual unless other-wise noted for special events.



# Sponsor & Exhibit Contract 2019

## Sponsor Investment:

- ☐ \$9000 - Platinum Sponsor  
☐ \$6000 - Gold Sponsor  
☐ \$4000 - Silver Sponsor  
☐ \$2000 - Workshop/ Exhibitor 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, 2019 before booth assignment will be made. After January 2, 2019, 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, 2019.

☐ Check enclosed with contract

Make checks payable to NHCA  
and mail with contract/registration to:

☐ 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 \_\_\_\_\_

## 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 2019 Annual Hearing Conservation Conference covers the time from 11 a.m. Thursday Feb. 7th until 4 pm Feb. 9th. 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 the 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:**

Please list all Exhibitors Attending	First Time Attendee		Friday Night Event	
	Yes	No	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Fees	Cost	Quantity	Total
2018 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)	\$584		
Conference Sessions Registration (Includes Fri./Sat. sessions and all conference meals)	\$530		
Friday Night Event Ticket	\$135		
Exhibitor Only (Exhibit hall and meals only. No session attendance or CEUs)	\$380		
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"/> \$ _____			
<b>GRAND TOTAL</b>			

**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, 2018 via email to nhcaoffice@hearingconservation.org so that your special needs are met.

**CANCELLATION POLICY: NO REFUNDS AFTER JANUARY 16, 2019**  
2851 S Parker Road, Suite 1210, Aurora, CO 80014, Email: nhcaoffice@hearingconservation.org

# Vendor Schedule:

## QUALITY EXHIBITION TIME: (TENTATIVE)

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. 7, 2019

8:30 a.m. - 4:00 p.m.	<b>Workshops (half day &amp; full day)</b>
8:00 a.m. - 3:00 p.m.	<b>Vendor &amp; Poster Sessions Set-up</b>
11:30 a.m. - 1:00 p.m.	<b>LUNCH on your own</b>
4:00 p.m. - 5:30 p.m.	<b>Meet &amp; Greet for New Members &amp; Students (Invitation Only)</b>
5:30 p.m. - 8:30 p.m.	<b>Poster Reception   Exhibits Open</b>

### FRIDAY, FEB. 8, 2019

7:00 a.m. - 8:30 a.m.	<b>Breakfast - On Own</b>
8:00 a.m. - 8:20 a.m.	<b>Welcome and Opening Remarks</b>
8:20 a.m. - 10:05 a.m.	<b>Keynote Speaker/General Session</b>
10:05 a.m. - 10:35 a.m.	<b>Exhibits/Poster Sessions Open</b>
10:35 a.m. - 12:20 p.m.	<b>General Session</b>
12:20 p.m. - 1:35 p.m.	<b>Hosted Luncheon - Christopher Clark - The Singing Planet: Ocean Voices in a Rising Sea of Noise</b>
1:35 p.m. - 2:05 p.m.	<b>Exhibits/Poster Sessions Open</b>
2:05 p.m. - 3:20 p.m.	<b>General Session</b>
3:20 p.m. - 3:50 p.m.	<b>Exhibits/Poster Sessions Open</b>
3:50 p.m. - 5:45 p.m.	<b>General Session</b>
6:30 p.m. - 9:30 p.m.	<b>Friday Night Event</b>

### SATURDAY, FEB. 9, 2019

7:00 a.m. - 7:45 a.m.	<b>Exhibits/Poster Sessions Open</b>
7:45 a.m. - 8:45 a.m.	<b>Breakfast Roundtable Chats</b>
8:45 a.m. - 8:55 a.m.	<b>Break</b>
8:55 a.m. - 10:50 a.m.	<b>Breakout Sessions</b>
10:50 a.m. - 11:15 a.m.	<b>Exhibits/Poster Sessions Open</b>
11:15 a.m. - 1:15 p.m.	<b>Award Luncheon</b>
1:15 p.m. - 1:45 p.m.	<b>Gasaway Lecture</b>
1:45 p.m. - 3:00 p.m.	<b>General Session</b>
3:00 p.m. - 3:20 p.m.	<b>Exhibits/Poster Sessions Open- tearDown after break</b>
3:30 p.m. - 4:30 p.m.	<b>General Session</b>
4:35 p.m. - 4:45 p.m.	<b>Closing Remarks</b>