

NCLCA Twenty-Fifth Annual Conference

Hilton Charlotte University Place, Charlotte NC

Thursday, September 30 & Friday, October 1, 2010

Exhibitor's Registration Form

Please type or print

Company Name

Contact Person

Address

City / State / Zip

Phone

Fax

Representative(s) Attending

Email(s) for attendee(s)

Please check an option(s)

- **Before submitting**, contact Nancy McDaniel to ensure your desired option is still available: 770-274-5243 or nancy.mcdaniel@gpc.edu
- Options 1-7 include table +1 electric
- Options 1-5 include conference registration
- Any option & donation (option 8) that totals \$500 or more will include conference registration

___ **Option 1** (\$1000) Sponsor Awards Lunch

___ **Option 2** (\$750) Sponsor the Welcome Reception

___ **Option 3** (\$1000) Sponsor Member Breakfast (Fri)

___ **Option 4** (\$1000) Conference/Promotional Bags
(Your imprint included)

___ **Option 5** (\$500) Full-page back cover program ad

___ **Option 6** (\$350) Full-page interior program ad

___ **Option 7** (\$250) Half-page interior program ad

___ **Option 8** (\$___) Tax deductible donation

___ **Extras** from next column, e.g. extra power,
internet

_____ **TOTAL enclosed – Check #** _____

Deadline: August 20, 2010

Company / Product Description

Please provide a 2-3 sentence description of your company and product for the conference program.

Applications received after August 20, 2010 will not be featured in the conference program due to production deadlines.

Extras

(Please check all that apply.)

___ Electricity (one outlet free, power strip \$25)

___ More than two chairs (how many ___)

___ Wireless High-speed Internet Access: \$50 per day

___ Wired Internet Hard Line: \$150 per day

Donations for Raffle

NCLCA appreciates your donations to our raffle at the Friday lunch. You may send your donation to Dr. Rachele Darabi (address below) or bring it to the conference.

___ I will mail my donation by September 14th

___ I will bring my donation to the conference

Item(s) _____

If not paying online, make your conference check payable to **NCLCA** and mail to:

NCLCA c/o Dr. Rachele Darabi

University Hall 114

901 S. National Avenue

Missouri State University

Springfield, MO 65897

Hotel Information

Room Rate: \$109 – Guaranteed through August 29; ask for NCLCA rate

Hilton Charlotte University Place

8629 JM Keynes Drive

Charlotte, NC 28262

Reservations: 704-547-7444

Shipments

"A handling fee of \$5.00 per 50 pounds will be assessed on all incoming and outgoing packages."

Should you be shipping boxes for the meeting, they must be labeled in the following manner and be received no earlier than 3 days (not before Sep 27, 2010) prior to your meeting:

"All packages must contain a label giving the following information: return address; name of group associated with; date of the event; group contact (Sales or Convention Services Manager); name of person that will claim the package(s); date of that person's arrival."

**Additional shipping questions should be addressed to Hilton Charlotte University Place:
704-547-7444**

Parking

Hilton Charlotte University Place has complimentary on-site parking.