

AIA WESTERN NEBRASKA 2010 SPRING CONFERENCE

BOSELMAN CONFERENCE CENTER
700 EAST STOLLEY PARK RD., GRAND ISLAND, NE



EXHIBITOR SCHEDULE

FRIDAY, APRIL 16

7:00 – 8:00 a.m.
Exhibitor Setup

8:00 – 9:00 a.m.
Exhibitor Interaction / Member Registration

9:00 – 10:30 a.m.
Continuing Education

10:30 – 11:00 a.m.
Exhibitor Interaction

11:00 a.m. – 12:00 p.m.
Continuing Education

12:00 – 1:00 p.m.
Lunch / Exhibitor Interaction /
Prize Give Away

1:00 – 2:30 p.m.
Continuing Education

3:00 – 5:00
Continuing Education / Tour

HOTEL INFORMATION

Rooms are being held at the Midtown Holiday Inn, 2503 South Locust, Grand Island, NE 68801
Phone # 800-548-5542

Indicate you are with the AIA Nebraska Conference for the following special rate of \$84.95 by April 2, 2010

DISPLAY INFORMATION

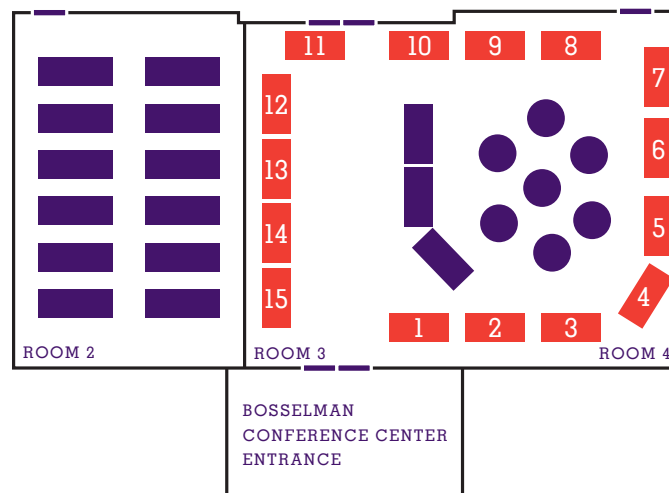
Display cost
\$250/ member • \$350/ non member

Electrical and Wireless Internet Connection Complimentary

- 8' Table with skirting, tablecloth and two chairs.
- To register your prizes, please indicate on the Exhibit Contract a description of the prize.
- Special requests must be made directly with AIA Nebraska prior to the Conference.
- Please let AIA Nebraska know if you will need electricity.

DISPLAY/SPONSORSHIP BENEFITS

- Listing in the conference program; Exhibit Contract must be received by April 1, 2010 to be included.
- Admission to all conference sessions.
- Lunch with attendees.
- List of conference attendees will be provided following conference upon request.
- A listing in weekly e-mail updates and Nebraska Architect Newsletter recognizing your participation in the Spring Conference.



BOSELMAN CONFERENCE CENTER

rooms 1, 2, 3 & 4

THE 2010 AIA NEBRASKA SPRING CONFERENCE PROVIDES YOU WITH AN OPPORTUNITY TO SHOWCASE YOUR PRODUCTS AND SERVICES AT ONE LOCATION TO DESIGN PROFESSIONALS FROM ACROSS NEBRASKA.

AIA NEBRASKA

P.O. Box 80045 • 102 Architecture Hall • UNL • Lincoln 68501-0045
402/472-1456 • www.aiane.org

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LEGAL

Space Assignment — Tables will be assigned on a first-come/first-served basis.

Rules and Regulations — The exhibitor agrees to abide by the rules and regulations of the Bosselman Conference Center and agrees to abide by, conform to, and comply with all the laws of the United States and the State of Nebraska, and all the ordinances of the City of Grand Island.

Liability and Insurance — AIA NEBRASKA shall not be responsible for any injury, loss or damage that may occur to the exhibitor's officers, agents or employees, or property prior; during or subsequent to the period covered by this exhibit contract.

Safety Regulations — Strict adherence to all safety regulations will be insisted upon. Exhibitors should make themselves completely familiar with and comply with all other fire and safety regulations of the Bosselman Conference Center. The exhibitor agrees that it will not in any way injure, damage, mar or deface the building, premises, furniture, fixtures or equipment in or about the Bosselman Conference Center and shall be liable for any such damage or injury caused by its employees, agents, or other person admitted to the premises by the exhibitor.

Use of Space — Exhibitor agrees not to interfere in any way with the ordinary use by others of any portion of the building or grounds. Distribution of advertising material is limited to the areas of each exhibit space. Exhibit will be arranged so that nothing is attached to the walls and no tacking or marring is permitted. Disturbing noises or forms of attracting attention which may properly be objected to, will not be permitted.

Exhibitors Serving Food Products — No exhibitor may serve any form of food or beverage from his or her exhibit booth without first contacting and receiving permission from AIA Nebraska.

Purpose of Displays — The exhibitor agrees that the purpose of displays is for educational and communicative purposes to inform design professionals of the availability of various products and services of interest to those persons attending the convention. Sales and order-taking are prohibited in the display areas or within the convention facilities

Signed contracts are binding legal documents, stating intent to reserve space and exhibit. AIA Nebraska has the right to collect payment owed from signed contracts in the event of a no-show or cancellation. 18% annual interest will be assessed on accounts over 30 days.

A full refund of exhibit fees, less a \$50 processing fee, will be issued if exhibit space cancellation is received in writing by April 1, 2010. Exhibit fees are non-refundable after April 1, 2010.

CONTRACT

We agree to pay the designated fee. Contracts must be paid in full and received at the AIA NEBRASKA Office by Thursday, April 1, 2010 for firm name to appear in conference program. No refunds after April 1, 2010. Display space is assigned on a first-come / first-served basis.

Display cost
\$250/ member • \$350/ non member

Electrical and Wireless Internet Connection Complimentary

Booth(s) Requested: _____ (see layout)

Choices: 1st: _____ 2nd: _____
3rd: _____ 4th: _____

Booth _____

Prize Giveaway: (List prize)

Exhibitors Information:

Co. Name: _____

Contact Name: _____

Address: _____

Phone: _____ F: _____

Email (required): _____

Product/Services: _____

Names for Badges (Limit 4)

AIA NE will supply badges:

2 Lunch tickets will be provided with exhibit fee.

Additional Lunch tickets

\$15.00 each _____ x \$15/ea = _____

Contracts must be received by April 1, 2010

Mailing Address: AIA Nebraska
P.O. Box 80045
Lincoln, NE 68501-0045
Phone: 402.472.1456
Fax: 402.472.1654

Total Amount Enclosed: \$ _____

Credit Card Information:

___ Discover ___ MasterCard ___ VISA

Card #: _____

Expiration Date: _____

Verification Code: _____

Credit Card Billing Address:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____