

2017 NORTHEAST REGION SAFETY SEMINAR

ANNAPOLIS, MD | MAY 2 - 4, 2017

EXHIBITOR & SPONSORSHIP INFORMATION

Register for a tabletop to present your products and services to our attendees. The first evening ALEA hosts a *Welcome Reception* in the vendor exhibit area, allowing for one-on-one interaction between members and you. The second day is filled with education, interaction and networking with the members of attending air units. This is a great opportunity to introduce new products and make your company stand out!

LOCATION	Doubletree by Hilton Hotel Annapolis 210 Holiday Court, Annapolis, MD 21401 P 410-224-3150
EXHIBIT	Tabletop: \$400 (Member) // \$800 (Non-Member) Electricity: \$50 additional <i>Tabletop includes one (1) 6' draped table; one (1) chair; and two (2) exhibitor badges.</i> Tables are assigned on a first-come, first-served basis. Exhibitors ordering Electricity receive preference for perimeter booths.
SPONSOR	<p>We would like to invite you to sponsor a function at the Seminar. This is an excellent opportunity to market your organization and establish brand recognition with our members.</p> <p><u>Included in your sponsorship:</u></p> <ul style="list-style-type: none"> - Your company logo on the Northeast Region Safety Seminar webpage - Your company logo on the Social Agenda next to the event sponsored - Your company logo and listing highlighted in the Seminar Program, distributed on-site - Signage highlighting your company at the event sponsored <p>WELCOME RECEPTION (Tuesday) Full Sponsorship ~ \$4,000 Co-Sponsorship ~ \$2,000 (2); \$1,000 (4) Drink Coupons (with your logo) ~ \$100 / 10 coupons</p> <p>OPENING BREAKFAST (Wednesday) Full Sponsorship ~ \$4,000 Co-Sponsorship ~ \$2,0500 (2); \$1,000 (4)</p> <p>BREAKFAST (Thursday) Full Sponsorship ~ \$3,500 Co-Sponsorship ~ \$1,750 (2); \$437.50 (4)</p> <p><i>NOTE: Pricing is approximate and may vary upon actual seminar attendance</i></p>
SCHEDULE	<p>Move-In: Tuesday, May 2 8AM – 3PM; <i>Displays must be set up by 3PM</i></p> <p>Show Hours: Tuesday, May 2 5PM – 7PM</p> <p> Wednesday, May 3 8AM – 4PM</p> <p>Move-Out: Wednesday, May 4 4PM – 5PM</p> <p>Displays must be packed and prepared for shipping by 5PM. Please make proper arrangements to have your goods shipped out the same day.</p>

SHIPPING	<p>Any materials shipped to the hotel should be addressed as follows: ALEA NE Region Seminar (Your Company Name / Your Name) c/o Doubletree by Hilton Hotel Annapolis 210 Holiday Court, Annapolis, MD 21401 P 410-224-3150</p>
DISPLAY GUIDELINES	<p>Vendors are limited to tabletop displays with no more than two company representatives per tabletop. All exhibits must fit within the lateral boundaries of a 6' wide table and shall be located on top of and/or behind the assigned exhibit table. Table top displays shall be limited to a height above the floor of 7½ feet, and banner displays placed behind exhibit tables shall be limited to a height above the floor of 7½ feet. In order to provide for the maximum view of all vendors, it is recommended that vendors with table top backdrops display along the periphery of the room. No booth type displays will be allowed. All exhibit spaces will be allocated on a first come, first served basis, with exhibitors utilizing electric receiving priority along the periphery of the room.</p> <p>Always take any valuable/portable items with you at the close of the Reception. As the Hotel back-of-the-house doors cannot be locked, the Exhibit Room cannot be totally secured at night.</p>

For more information, or to secure your sponsorship, please contact:

Sherry Hadley, CMP
ALEA Meeting & Event Coordinator
Email: shadley@alea.org
Phone: 251-635-5866

Benay Osborne, CEM, CMP
ALEA Operations Manager
Email: bosborne@alea.org
Phone: 301-631-2406

We look forward to seeing you in Annapolis!!

