



The New Mexico Library Association welcomes your interest in our organization.

EXHIBITOR INFORMATION

The 2017 NMLA Annual Conference will be held November 1-3 at:

Marriott Pyramid North
5151 San Francisco Rd NE
Albuquerque, NM 87109

Exhibitor set-up will be **Wednesday, November 1, 12-4:30 p.m.**

The Exhibit Hall will be open:

Wednesday, November 1, 4:30 p.m. - 6:30 p.m. for Welcome Reception

Thursday, November 2, 7:30 a.m. - 4:30 p.m.

Friday, November 3, 7:30 a.m. - 3:00 p.m.

Each exhibitor **booth** is 8'x10' and will include one 6' table and two chairs.

For up to 4 local artists and crafters, one 6' **table** w/ 2 chairs each will be available in the Exhibit Hall.

For non-profits, one 6' **table** w/2 chairs each will be available in the Convention Center Main Hall.

Pricing for booths and tables is available in accompanying registration form.

Free Wi-Fi access will be available for all exhibitors. Any additional tables, chairs, electrical, etc. are the responsibility of the exhibitor and can be ordered from Convention Services of the Southwest. An **Exhibitor Service Kit** link will be sent to you upon receipt of your registration.

To be included in the **conference program**, registration for exhibitor space is due by **October 1**.

To reserve your space, please complete and return the Exhibitor Registration on the following pages to:
annual_conference@nmla.org or PO Box 26074, Albuquerque, NM 87125.

Payment can be made via check, purchase order or online at <http://www.nmlastore.org/shopsite/page4.html>



2017 ANNUAL CONFERENCE EXHIBITOR REGISTRATION

Exhibiting Organization Name (exactly as it should appear in the conference program)

Contact Person

E-Mail

Phone

Mailing Address

Name/s of Person/s Staffing Booth

Exhibit Spaces

Booth in exhibit hall (\$450)

Includes: one 8'x10' draped booth, one skirted 6' table and two chairs.

Box lunches for 2 people are included for Thursday. Please choose one option for each person:

Ham

Turkey

Vegetarian

Table in exhibit hall for local artists and crafters (\$200)

Includes: one skirted 6' table and 2 chairs. Lunch is not included.

Non-profit table in conference center hall (\$50)

Includes: one skirted 6' table and two chairs. Lunch is not included.

Conference Program Advertisement (not included in exhibit space contract)

- _____ \$400 - Full Page (approx. 7½ x 10")
- _____ \$200 - Half Page (approx. 7½ x 5" horizontal or 3¾ x 10" vertical)
- _____ \$100 - Quarter Page (approx. 3¾ x 5")
- _____ \$50 - Business Card

Ads must be sent as .jpg (300 dpi) or .pdf files to: annual_conference@nmla.org by **October 1**. All ads should be suitable to print in black and white or color; the use of color will be at the discretion of the Annual Conference Planning Committee.

Sponsorship Opportunities

We welcome the support of exhibitors in underwriting all or part of our meal events, including:

Welcome Reception (Wednesday evening) \$ _____

Continental Breakfast (Thursday & Friday) \$ _____

Morning or Afternoon Refreshments (Thursday & Friday) \$ _____

Includes: acknowledgement in the conference program and at the event

Sponsor: Five Alarm Level - \$5,000 and above \$ _____

Includes: acknowledgement in the conference program and at the event, one (1) registration to the conference, and a full-page ad in the conference program.

Sponsor: Chimayo Red Level - \$2,000 - \$4,999 \$ _____

Includes: acknowledgement in the conference program and at the event, one (1) registration to the conference, and a half-page ad in the conference program.

Sponsor: Hatch Green Level - \$500 - \$1,999 \$ _____

Includes: acknowledgement in the conference program and at the event, one (1) registration to the conference, and a quarter-page ad in the conference program.

Sponsor: Poblano Level - \$100 - \$499 \$ _____

Includes: acknowledgement in the conference program and at the event and a business card sized ad in the conference program.

Sponsor: Chayote Level - \$50.00 \$ _____

Provide **300 items by October 15** for insertion into registration packets. Includes: business card sized ad in the conference program.

Total Due \$ _____

Please send this form via mail or email. Payment can be made via check, purchase order or online at <http://www.nmlastore.org/shopsite/page4.html> **Refund policy:** *Due to the costs associated with the conference, refunds can be made up to August 31, 2017. Payment is non-refundable after that date.*

Thank you for supporting the New Mexico Library Association

New Mexico Library Association, P.O. Box 26074, Albuquerque, NM 87125

Email: annual_conference@nmla.org