On behalf of NACADA, we would like you to consider the benefits of having your organization exhibit at our Region Conferences.

Attendees at NACADA’s ten regional conferences are advisors/counselors, faculty, and academic and student affairs administrators representing two-year, four-year, and graduate level higher education institutions. They work in advising, testing, registration, student support services, assessment, special needs, and career planning and placement offices. More information on our professional association is available at our web site: 

This is an excellent opportunity for you to introduce and display your services or products to conference delegates who are instrumental in implementing change and using new products and services on campus. Our membership is involved in all areas influencing student success at institutions of higher education throughout the country. We provide an excellent chance for you to meet face-to-face with the decision-makers in such areas as integrated software, study abroad programs, career planning and placement, distance learning, enhancing student retention, textbooks, student record and tracking systems and all other areas influencing student success.

For additional exposure, NACADA also offers exhibitors the chance to co-sponsor conference events, meal functions, or registration materials. Unable to staff an exhibit booth but would be interested in having your information available? Opt for the “ad only” and make sure the participants can connect to your website or you!

If your company is interested in reaching academic advisors and administrators at colleges and universities, complete the contract to reserve your booth and/or ad space. Please do not hesitate to call if you need additional information. We hope that you will join us as an exhibitor at our Regional Conferences! Visit our region webpages to see more region information: http://www.nacada.ksu.edu/Community/Regions.aspx.

<table>
<thead>
<tr>
<th>Region</th>
<th>Date</th>
<th>City/State</th>
<th>Exhibit Coordinator &amp; email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northeast Reg 1</td>
<td>March 8-10, 2017</td>
<td>Verona, NY</td>
<td>Melissa Jenkins - <a href="mailto:mjenkins@bentley.edu">mjenkins@bentley.edu</a></td>
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<td></td>
<td></td>
<td></td>
<td>Jen Drake-Deese - <a href="mailto:jdrakedeese@keene.edu">jdrakedeese@keene.edu</a></td>
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<tr>
<td>Mid-Atlantic Reg 2</td>
<td>March 29-31, 2017</td>
<td>Pittsburg, PA</td>
<td>Chris Kirchhof - <a href="mailto:chk63@pitt.edu">chk63@pitt.edu</a></td>
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<td></td>
<td>Fai Howard - <a href="mailto:fhoward@edinboro.edu">fhoward@edinboro.edu</a></td>
</tr>
<tr>
<td>Mid-South Reg 3</td>
<td>April 19-21, 2017</td>
<td>Raleigh, NC</td>
<td>Carrie McLean - <a href="mailto:cfmclean@ncsu.edu">cfmclean@ncsu.edu</a></td>
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<td>Jennifer McLamb - <a href="mailto:jlmclamb@ncsu.edu">jlmclamb@ncsu.edu</a></td>
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<tr>
<td>Southeast Reg 4</td>
<td>March 29-21, 2017</td>
<td>Jackson, MS</td>
<td>F. Janelle Hannah-Jefferson - <a href="mailto:floressa.i.hannah-jefferson@iusms.edu">floressa.i.hannah-jefferson@iusms.edu</a></td>
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<tr>
<td>Great Lakes Reg 5</td>
<td>March 15-17, 2017</td>
<td>Rosemont, IL</td>
<td>Mark Vegt - <a href="mailto:mavegte@ilstu.edu">mavegte@ilstu.edu</a></td>
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<td>Teri Farr-Behnke - <a href="mailto:tfarr@illinois.edu">tfarr@illinois.edu</a></td>
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<td>Dan Turner - <a href="mailto:djturner@illinois.edu">djturner@illinois.edu</a></td>
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<tr>
<td>North Central Reg 6</td>
<td>May 17-19, 2017</td>
<td>Winnipeg, Manitoba, CND</td>
<td>Yvonne Halden - <a href="mailto:yvonne.halden@umanitoba.ca">yvonne.halden@umanitoba.ca</a></td>
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<tr>
<td>South Central Reg 7</td>
<td>February 26-28, 2017</td>
<td>Tulsa, OK</td>
<td>Mark Nelson - <a href="mailto:mmsnelson@okstate.edu">mmsnelson@okstate.edu</a></td>
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<td>Kristal Soderstrom - <a href="mailto:soderstr@nsuk.edu">soderstr@nsuk.edu</a></td>
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<tr>
<td>Northwest Reg 8</td>
<td>April 10-12, 2017</td>
<td>Missoula, MT</td>
<td>Brenda Truman - <a href="mailto:bstruman@montana.edu">bstruman@montana.edu</a></td>
</tr>
<tr>
<td>Pacific Region 9</td>
<td>March 22-24, 2017</td>
<td>Reno, NV</td>
<td>Derek Furukawa - <a href="mailto:dfurukawa@unr.edu">dfurukawa@unr.edu</a></td>
</tr>
<tr>
<td>Rocky Mtns Reg 10</td>
<td>March 20-22, 2017</td>
<td>Phoenix, AZ</td>
<td>Joey Davis - <a href="mailto:joseph.w.davis@asu.edu">joseph.w.davis@asu.edu</a></td>
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</tbody>
</table>
NACADA REGIONAL EXHIBITOR CONTRACT 2017

Apply at least **30 days** prior to the conference.
After that date we cannot promise ad space or recognition in the printed materials.

Region __________ Date: __________ Location: __________

Name of Firm __________________________________________

Name of contact person __________________________ email __________________________

Address __________________________________________ City/State/Zip __________________

Phone ______________________ FAX ___________________ Firm web site __________________

Name of booth rep. 1 __________________________ email __________________________

Name of booth rep. 2 __________________________ email __________________________

Note: Payment due with contract. Includes $200.00 non-refundable deposit.

☐ $500.00 Exhibit Table only:
   Includes table, access to conference sessions and meals for up to 2 booth reps.

☐ $600.00 Exhibit Table + Ad package
   Includes table, access to conference sessions and meals for up to 2 booth reps
   and **1/4 page ad** in program. Portrait orientation – 3.5” x 4.5”.
   NOTE: If you are submitting an ad – it must be proofed, jpeg or gif format, black and
   white.

☐ $1100.00 Exhibit Table + Ad package + Co-sponsor of conference activity or materials
   Includes table, access to conference sessions and meals for up to 2 booth reps
   and **1/2 page ad** in program. Portrait orientation – 3.5” x 9”.
   NOTE: If you are submitting an ad – it must be proofed, in jpeg or gif format,
   black and white.
   NOTE: Contact conference chair to determine co-sponsor details.

☐ If you want to give a presentation, please check here. **Not all regions offer this option.**
   A/V equipment may be at an additional charge. You will need to abide by the NACADA Commercial
   Presenters Policy located at [http://www.nacada.ksu.edu/About-Us/By-Laws-Policies/Association-Policies.aspx](http://www.nacada.ksu.edu/About-Us/By-Laws-Policies/Association-Policies.aspx) (0P-01)

1. **Attach a 50-word maximum description** to be printed in the program.
2. **Attach a link sentence**, if you want us to link NACADA’s web site to your firm’s web site.
3. Exhibitors must carry insurance. **Neither NACADA nor the Hotel maintains insurance to cover Exhibitors’ property or liability claims. Exhibitor agrees to hold harmless NACADA, the Hotel, and any employees or officers of same against any liability arising from and all damage or personal injury caused by the Exhibitor or agents thereof.**
4. Request for cancellation of space must be directed in writing to NACADA by email to Diane Matteson at matteson@ksu.edu. No refunds within 2 weeks of the conference.

Method of Payment:
☐ Check Checks payable to NACADA, in US dollars on US bank.
   Send check to: Region ____________ Exhibit
   NACADA, 2323 Anderson Ave, Ste. 225, Manhattan, KS  66502

☐ Credit Card --- Visa, MC or American Express accepted. (You must mail, FAX to 785-532-7732 or phone credit card information to 785-532-5717. NACADA cannot accept credit card information electronically.

Authorzied Signature __________________________ Print Name __________________________ Title __________________________

☐ Credit Card
   Number ____________________________ CVV __________________________ Exp. Date __________________________

Kansas State University, 2323 Anderson Avenue, Suite 225, Manhattan, KS  66502-2912
Phone 785-532-5717    FAX 785.532.7732    E-mail nacada@ksu.edu    Web site [http://www.nacada.ksu.edu/](http://www.nacada.ksu.edu/)