



NNELL SUMMER INSTITUTE 2017 EXHIBITOR REGISTRATION FORM

COMPANY NAME: _____

<i>please check one</i>		
	1 conference program advertisement – 5 available <i>(full page ad 8.5"x 5.5" and thank you on institute website)</i>	\$50
	1 exhibit table – Friday <u>OR</u> Saturday – 5 available <i>(includes thank you in program/institute website)</i>	\$150
	1 exhibit table – Friday <u>AND</u> Saturday – 5 available <i>(includes thank you in program/institute website)</i>	\$200
	Institute Name Badges – Friday and Saturday – 1 available <i>(includes 1 exhibit table; thank you in program/institute website; company logo on attendees' badges)</i>	\$500
	Snack Sponsorship – 2 available <i>(includes thank you in program/institute website; signage at snack)</i>	\$250
	Breakfast Sponsorship – 3 available <i>(includes 1 exhibit table; thank you in program/institute website; signage at breakfast)</i>	\$350
	Lunch Sponsorship – 3 available <i>(includes 1 exhibit table; thank you in program/institute website; signage at lunch)</i>	\$500
	Dinner Sponsorship – 2 available <i>(includes 1 exhibit table; thank you in program/institute website; signage at dinner; and sponsors one scholarship winner to attend institute)</i>	\$1000
	Paint and Sip Party Sponsorship – 1 available <i>(includes 1 exhibit table; thank you in program/institute website; signage at paint party)</i>	\$1500
	I am unable to attend, but I would like to send a raffle prize <i>(includes thank you in program/institute website and orally at the time of the drawing)</i>	N/C
TOTAL ENCLOSED <i>(please make checks made payable to NNELL)</i>		

EXHIBIT TABLE TERMS:

1. You may enter the room where the event is taking place as early as 7:00 AM to set up. We do ask that you be set up by 7:30 AM in order for you to greet the attendees. Registration and breakfast start at 8:00 AM and ends at 8:30 AM.

2. Tentative schedule:

Grand Summit Hotel 570 Springfield Avenue, Summit, NJ	Kent Place School 42 Norwood Avenue, Summit, NJ	Kent Place School 42 Norwood Avenue, Summit, NJ
Friday: 8:00-9:00 Registration, breakfast, networking, exhibitors 9:00-9:15 Welcome, Icebreaker 9:15-10:15 Keynote 10:15-10:45 Break, networking, exhibitors 10:45-12:00 Session 12:00-1:00 Lunch, networking, exhibitors 1:00-2:30 Session 2:30-3:00 Break, networking, exhibitors 3:00-4:30 Session 5:00-7:00 Dinner 7:00-9:00 Paint and Sip (optional)	Saturday: 8:00-9:00 Registration, breakfast, networking, exhibitors 9:00-9:15 Welcome, Icebreaker 9:15-10:15 Session 10:15-10:45 Break, networking, exhibitors 10:45-12:00 Session 12:00-1:00 Lunch, networking, exhibitors 1:00-2:30 Session 2:30-3:00 Break, networking, exhibitors 3:00-4:30 Session 5:30-7:30 Dinner	Sunday: 8:30-9:00 Registration, breakfast, networking 9:00-10:00 Session 10:00-10:15 Break 10:15-11:30 Session 11:30-12:00 Wrap up and reflection 12:00 Boxed lunch & Farewell

3. We humbly request that you make a product donation or gift certificate for us to raffle off. Your company will be recognized both in the program and verbally during the event. Please mail the product(s) to be donated to the address below.

4. Your company is entitled to one representative dining with us for breakfast and lunch. If you sponsor a dinner, you may join us for that meal.

5. To take advantage of the NNELL special rate at the hotel, please mention NNELL when making your reservation via telephone.

COMPANY NAME: _____

CONTACT NAME: _____

ADDRESS: _____

PHONE: _____ **EMAIL:** _____

COMPANY WEBSITE: _____

PERSON(S) ATTENDING INSTITUTE: _____

PRODUCT(S) TO BE DONATED:

<i>For more information, please contact Nathan Lutz, NNELL President nlutz@nnell.org 315-436-1056</i>	<i>Please return this two page form and payment by May 15, 2017 to: Nathan Lutz 42 Norwood Avenue Summit, NJ 07901</i>
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Thank you for your support!