

# Exhibitor Form

**2010 Legislative Conference**  
**February 8-10, 2010**  
**The Desmond Hotel & Conference Center**  
**Albany, New York**



**NYSAC**  
NEW YORK STATE  
ASSOCIATION OF COUNTIES

## Exhibitor Benefits:

- ◆ An opportunity to support the New York State Association of Counties (NYSAC).
- ◆ Listing in the official NYSAC Conference Program.
- ◆ Four complimentary conference registrations for representatives from your company which include attendance at all workshops, plenary sessions, special events & reduced fees for additional representatives. \* See exhibitor options form for more details.
- ◆ An evening opening reception will honor our sponsors and exhibitors in the exhibit hall.
- ◆ Daily networking breaks in the exhibit area (times will be announced in the conference program).
- ◆ An email from NYSAC to all conference attendees pre and post conference with notification of your company participation at this event.
- ◆ A special badge identifying you and your company as an exhibitor of this event.
- ◆ Corporate identification throughout the conference through signage.
- ◆ A special thanks in the NYSAC News Magazine and on the NYSAC website.
- ◆ Listing in Exhibitor/Sponsor Guide Book.
- ◆ NYSAC will provide delegates with printed cards to be stamped by each exhibitor. All completed cards will be eligible for a grand prize drawing.

## \$800 Exhibit Booth

**Please complete all fields.**

Company Name: \_\_\_\_\_  
Please list company as it should appear on all promotional and identification materials

Address: \_\_\_\_\_

Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

\*Contact Signature: \_\_\_\_\_  
By signing on the line above, you agree to the terms of the exhibitor and exhibitor options forms.

### List Your Four Company Representatives Below:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Payment is required prior to the start of the Conference.** Space is available on a first-come first-served basis, please fax your form in as early as possible. Please note that the following are provided with all booths unless otherwise stated: back and side draping, 6ft. Long draped table, 2 chairs, identification sign with company name, booth number, general overhead lighting, cleaning of exhibit area, security and 1 standard electrical outlet.

**Please indicate which size booth you want here:** \_\_\_ 8→ x8↓ booths 3-17, 35-43, 52, 53, 56, 57.

\_\_\_ 8→x6↓ booths: along the walkways except 22-24, 30- 32, 47-49 and 54-55.

\_\_\_ 6ft long table and two chairs (pipe and drape not included) booths: 22-24, 30- 32, 47-49 and 54-55.

**Cancellation Policy:** Cancellation of your exhibit booth must be done via email and no later than 30 days before the event. Exhibit fees will still be due to NYSAC if cancellation is within 30 days before the event. 25% administrative fee will be taken out of any refunds we return.

**Don't wait! Fax your exhibitor forms in as soon as possible for optimal placement.**

**Return Forms and Payment to:** 2010 NYSAC Legislative Conference

Juanita Munguia, Marketing Specialist

NYSAC, 540 Broadway, 5th Floor, Albany, New York 12207

Phone: 518.465.1473 - Fax: 518.465.0506

Please forward any questions to Juanita Munguia at [jmunguia@nysac.org](mailto:jmunguia@nysac.org)

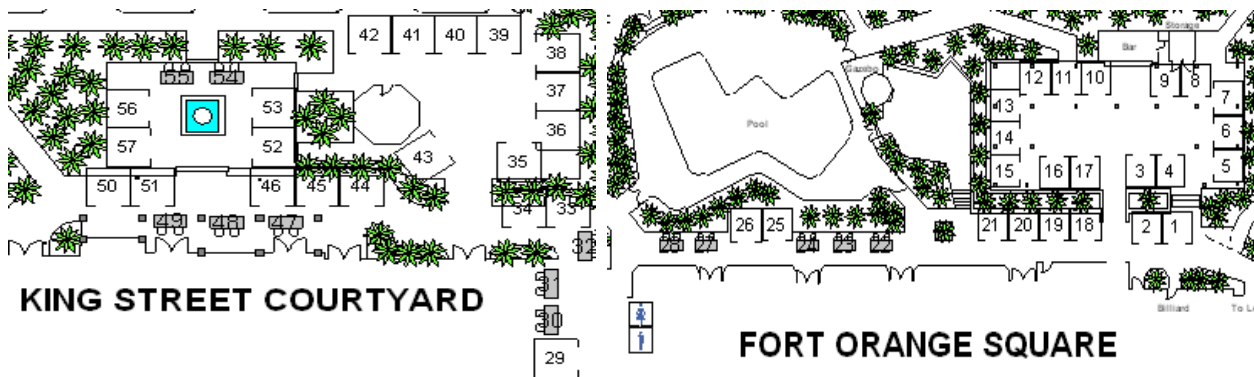
**Email your logo and brief company description with contact information to appear in the exhibitor/sponsor guide book to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than January 22, 2010.**

# Exhibitor Options Form

**2010 Legislative Conference**  
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 NEW YORK STATE  
 ASSOCIATION OF COUNTIES



**BOOTH NUMBER REQUEST(S)**

First Choice: \_\_\_\_\_, Second Choice: \_\_\_\_\_, Third Choice: \_\_\_\_\_

\* We cannot guarantee your requests but will do our best to accommodate you. Your registration will be processed on a first come, first served basis. If this diagram is hard to read you may visit [www.nysac.org](http://www.nysac.org) to view a larger image.

**EXHIBIT SET-UP/ BREAKDOWN HOURS:**

**Set-up** Mon., Feb. 8th, 7 am – 1 pm. **Breakdown** On Tues., Feb. 9th 4:00 pm - 7:30 pm and Wed., Feb. 10th, 7:30 am - 12 noon.

**All exhibits must be set-up by Monday, 1:00 pm. All exhibits must be taken down by noon on Wednesday.**

**Exhibit Hours -**

**Monday, February 8th**

1 pm- 7:30 pm

Reception honoring Exhibitors and Sponsors

in Exhibitor Hall , 6:00 pm - 7:00 pm

Scheduled coffee breaks in Exhibit Hall

**Tuesday, February 9th**

7:30 am - 5 pm

For coffee breaks and networking times in the exhibit hall, please see program.

**MEAL TICKETS**

If you are staying at the host hotel under the NYSAC room block your meal tickets will be included in your package. If not, we will have an invoice form waiting for you at the NYSAC registration desk so you can run a tab for your representatives if needed. We will bill your company after the conference for all additional charges incurred.

**List Your Additional (Exhibitor or Sponsor) Attendees at Reduced Fee of \$75 Each Below:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PAYMENT OPTIONS -**  Visa  Mastercard  American Express  Discover  Check

Name on card: \_\_\_\_\_

Account number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

CSC Code (3 digit number on the back of card): \_\_\_\_\_ **TOTAL: \$** \_\_\_\_\_

4 digit code for AMEX

\* Signature: \_\_\_\_\_

**WHO ARE YOUR COMPETITORS?**

Help us avoid placing you next to your competitor by listing their company names here:

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**\*\*\* This form must be sent in with your exhibitor form. \*\*\* THANK YOU.**

# Special Event Sponsor Form

## 2010 Legislative Conference February 8-10, 2010 The Desmond Hotel & Conference Center Albany, New York



NYSAC

NEW YORK STATE  
ASSOCIATION OF COUNTIES

### Special Event Sponsorships

- Complimentary Conference Gift Sponsorship - \$3,000**  
Your logo and NYSAC's logo will be printed on this item. All attendees will receive this gift when they check in at our registration desk. A sponsorship form and camera ready art must be received no later than January 15, 2010.
- Coffee Break Sponsorship - \$1,500 or \$3,000 to be the sole sponsor of this event.**  
A sign with your logo will be displayed in the coffee break area. A sponsorship form and camera ready art must be received no later than January 22, 2010.
- Conference Lanyards/Badge Holders Sponsorship - \$1,500**  
Your logo will be printed on this item. A sponsorship form and camera ready art must be received by NYSAC no later than January 15, 2010.
- Monday Night Dinner Entertainment Sponsorship- \$2,500**  
A sign with your logo will be displayed during your event. A sponsorship form and camera ready art must be received no later than January 8, 2010.
- Tuesday Luncheon Sponsorship - \$1,500 or \$4,000 to be the sole sponsor of this event.**  
A sign with your logo will be displayed during your event. A sponsorship form and camera ready art must be received later than January 22, 2010.
- Monday Opening Reception Sponsorship - \$1,500 or \$4,000 to be the sole sponsor of this event.**  
A sign with your logo will be displayed during your event. A sponsorship form and camera ready art must be received no later than January 22, 2010.
- Popcorn Sponsorship - \$1,500**  
Your logo will be will appear on this item. A sponsorship form must be received no later than January 22, 2010.
- Conference Program Sponsorship - \$2,000**  
You will receive ad space in a preferred spot of the conference program. A sponsorship form and camera ready art must be received no later than January 22, 2010.
- Learning Theatre Sponsorship- \$3,000**  
We will provide a theatre venue for your 10-15 minute audio presentation to run continuously for the duration of the conference. A sponsorship form and camera ready art must be received no later than January 22, 2010.

#### All Special Event Sponsors will also receive ~

- ◆ Benefits of Gold Sponsorship PLUS: ↓
- ◆ 2 additional registrations (total of 4) providing participation at all workshop sessions; as well as lunch tickets for the Tuesday lunch.
- ◆ A business card size ad in the NYSAC News Magazine. Contact Juanita to take advantage of this offer.
- ◆ The opportunity to provide company signage, tent cards or promo materials during your event for additional exposure.
- ◆ Your company may provide up to 700 promotional flyers for attendee bags. Must be a one page flyer.
- ◆ Your company may provide up to 700 promotional items such as pen, ruler, keychain, stress ball, etc. for attendee bags or registration desk.
- ◆ When you are the sole sponsor of an event, you may provide additional signage and materials to be displayed during your event.

#### List Your Four Company Representatives Below:

**Please complete all fields.**

Name/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Name/Title: \_\_\_\_\_ Email: \_\_\_\_\_

Company Name: \_\_\_\_\_

Please list company as it should appear on all promotional and identification materials

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Web Address: \_\_\_\_\_ Contact/Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_

\* Contact Signature: \_\_\_\_\_

By signing on the line above, you agree to the terms of this contract.

**\*Cancellation Policy:** Cancellations must be made via email to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than 30 days before the event. Payment will be required for any cancellations within 30 days before the event. 25% admin fee will apply to any refunds.

Email your logo & brief company description to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than Jan. 22, 2010

**NOTE: Payment must be received before the event**  
**Please return payment and form to:**  
2010 NYSAC Legislative Conference  
Juanita Munguia, Marketing Specialist  
NYSAC, 540 Broadway, 5th Fl., Albany, NY 12207  
Phone: 518.465.1473 - Fax: 518.465.0506  
Email: [jmunguia@nysac.org](mailto:jmunguia@nysac.org)

**Payment Options**  Visa  MC  AMEX  Discover  Check

Name on card: \_\_\_\_\_

Acct # : \_\_\_\_\_ Exp. date: \_\_\_\_\_

CSC Code (3 digit # on back of card or 4 digit # for AMEX): \_\_\_\_\_  
4 digit code for AMEX

\* **Signature:** \_\_\_\_\_ **TOTAL: \$** \_\_\_\_\_

# Gold Sponsor Form

**2010 Legislative Conference**  
**February 8-10, 2010**  
**The Desmond Hotel & Conference Center**  
**Albany, New York**



**NYSAC**  
NEW YORK STATE  
ASSOCIATION OF COUNTIES

## Gold Sponsor Benefits:

- ◆ An opportunity to support the New York State Association of Counties (NYSAC).
- ◆ Listing in the official NYSAC Conference Program.
- ◆ Two complimentary conference registrations for representatives from your company, which include attendance at all workshops, plenary sessions, special events and Tuesday lunch meal tickets.
- ◆ Reduced fees for additional representatives. \* See exhibitor options form for more details.
- ◆ An evening opening reception will honor our sponsors and exhibitors in the exhibit hall.
- ◆ Listing in Exhibitor/Sponsor Guide Book.
- ◆ An email from NYSAC to all conference attendees pre and post conference with notification of your company participation at this event.
- ◆ Daily networking breaks in the exhibit area (times will be announced in the conference program).
- ◆ A special badge identifying you and your company as a Gold Sponsor of this event.
- ◆ Corporate identification throughout the conference through signage.
- ◆ A special thanks in NYSAC News Magazine, and on the NYSAC website.
- ◆ Two complimentary county directories (\$150 value).

## \$1000 Sponsor

**Please complete all fields.**

Company Name: \_\_\_\_\_  
Please list company as you would like it to appear on all promotional and identification materials

Address: \_\_\_\_\_

Web Address: \_\_\_\_\_

Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\*Contact Signature: \_\_\_\_\_

By signing on the line above, you agree to the terms of this contract.

### List Your Two Complimentary Representatives Below:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

**PAYMENT OPTIONS** -  Visa  Mastercard  American Express  Discover  Check

Name on card: \_\_\_\_\_

Account number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

CSC Code (3 digit number on the back of card): \_\_\_\_\_ **TOTAL: \$** \_\_\_\_\_  
4 digit code for AMEX

\* Signature: \_\_\_\_\_

**Please Return Form and Payment to:** 2010 NYSAC Legislative Conference  
Juanita Munguia, Marketing Specialist  
NYSAC, 540 Broadway, 5th Floor, Albany, New York 12207  
Phone: 518.465.1473 - Fax: 518.465.0506

Please forward any questions to Juanita Munguia at [jmunguia@nysac.org](mailto:jmunguia@nysac.org)

**Cancellation Policy:** Cancellations must be made via email to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than 30 days before the event. Payment will be required for any cancellations within 30 days before the event. 25% admin fee will apply to any refunds.

**Email your logo and brief company description with contact information to appear in the exhibitor/sponsor guide book no later than January 22, 2010.**

# Silver Sponsors Form

**2010 Legislative Conference**  
**February 8-10, 2010**  
**The Desmond Hotel & Conference Center**  
**Albany, New York**



**NYSAC**  
NEW YORK STATE  
ASSOCIATION OF COUNTIES

## Silver Sponsor Benefits:

- ♦ An opportunity to support the New York State Association of Counties (NYSAC).
- ♦ Listing in the official NYSAC Conference Program.
- ♦ One complimentary conference registration for a representative from your company which include attendance at all workshops, plenary sessions, special events and a Tuesday lunch meal ticket.
- ♦ Reduced fees for additional representatives.  
\* See exhibitor options form for more details.
- ♦ An evening opening reception will honor our sponsors and exhibitors in the exhibit hall.
- ♦ Listing in the Exhibitor/Sponsor Guide Book.
- ♦ An email from NYSAC to all conference attendees pre and post conference with notification of your company participation at this event.
- ♦ Daily networking breaks in the exhibit area (times will be announced in the conference program).
- ♦ A special badge identifying you and your company as a Silver Sponsor of this event.
- ♦ Corporate identification throughout the conference through signage.
- ♦ A special thanks in NYSAC News Magazine and on the NYSAC website.
- ♦ One complimentary county directory (\$75 value).

## \$500 Sponsor

**Please complete all fields.**

Company Name: \_\_\_\_\_  
Please list company as you would like it to appear on all promotional and identification materials

Address: \_\_\_\_\_

Web Address: \_\_\_\_\_

Contact Name/Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\*Contact Signature: \_\_\_\_\_  
By signing on the line above, you agree to the terms of this contract.

### List Your One Company Representative Below:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

**PAYMENT OPTIONS** -  Visa     Mastercard     American Express     Discover     Check

Name on card: \_\_\_\_\_

Account number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

CSC Code (3 digit number on the back of card) \_\_\_\_\_ **TOTAL: \$** \_\_\_\_\_  
4 digit code for AMEX

\* Signature: \_\_\_\_\_

**Please Return Form and Payment to:** 2010 NYSAC Legislative Conference  
Juanita Munguia, Marketing Specialist  
NYSAC, 540 Broadway, 5th Floor, Albany, New York 12207  
Phone: 518.465.1473 - Fax: 518.465.0506  
Please forward any questions to Juanita Munguia at [jmunguia@nysac.org](mailto:jmunguia@nysac.org)  
**Cancellation Policy:** Cancellations must be made via email to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than 30 days before the event.  
Payment will be required for any cancellations within 30 days before the event. 25% admin fee will apply to any refund.

**Email your logo and brief company description with contact information to appear in the exhibitor/sponsor guide book no later than January 22, 2010.**

# Platinum Sponsor Form

**2010 Legislative Conference**  
February 8-10, 2010  
The Desmond Hotel & Conference Center  
Albany, New York



**NYSAC**  
NEW YORK STATE  
ASSOCIATION OF COUNTIES

A Platinum Sponsorship allows you to register for two consecutive Winter and Fall conferences while taking advantage of every benefit we have to offer at our conferences and **SAVE MONEY TOO!**

## Platinum Sponsor Benefits:

- Up to six registrations for each conference for representatives from your company including attendance at all workshops, plenary sessions, specials events and up to six sets of meal tickets.
- Exhibit booth at both conferences.
- Breaks and receptions in the exhibit hall for sponsors and exhibitors to network with our county members.
- Five County Directories
- A special thanks in the *NYSAC News Magazine* and on the NYSAC website.
- A listing and ad in the NYSAC Conference Program for both conferences
- Corporate identification throughout the conference
- An email from NYSAC to conference attendees informing them of your participation at the event.
- Listing in the Sponsor/Exhibitor Guide

## \$3,500 Sponsor

Website: \_\_\_\_\_

Company Name: \_\_\_\_\_  
Please list your company as you would like it to appear on promotional and identification materials

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

\*Contact Signature: \_\_\_\_\_  
By signing on the line above, you agree to the terms of this contract.

The only thing you have to do is fill out this form and fax it back to us. We will call and email you before each conference to arrange your Platinum Sponsor needs.

**PAYMENT OPTIONS** -  Visa  Mastercard  American Express  Discover  Check

Name on card: \_\_\_\_\_

Account number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

CSC Code (3 digit number on the back of card): \_\_\_\_\_ **TOTAL: \$** \_\_\_\_\_  
4 digit code for AMEX

\* Signature: \_\_\_\_\_

**Please Return Form and Payment to:** 2010 NYSAC Legislative Conference  
Juanita Munguia, Marketing Specialist  
New York State Association of Counties  
540 Broadway, 5th Floor, Albany, NY 12207  
Phone: 518.465.1473 - Fax: 518.465.0506

Please forward any questions to Juanita Munguia at [jmunguia@nysac.org](mailto:jmunguia@nysac.org)

**Cancellation Policy:** Cancellations must be made via email to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than 30 days before the event. Payment will be required for any cancellations within 30 days before the event. 25% admin fee will apply to any refund.

**Email your logo and brief company description with contact information to appear in the exhibitor/sponsor guide no later than January 22, 2010.**

# Corporate Sponsor Form

**2010 Legislative Conference**  
February 8-10, 2010  
The Desmond Hotel & Conference Center  
Albany, New York



**NYSAC**  
NEW YORK STATE  
ASSOCIATION OF COUNTIES

A Corporate Sponsorship allows you to register for two consecutive Winter and Fall conferences, take advantage of every benefit we have to offer at our conferences and advertise with us too!

## Corporate Sponsor Benefits:

- Up to six registrations for each conference for representatives from your company including attendance at all workshops, plenary sessions, special events and up to six sets of meal tickets for your representatives.
- Exhibit booth at both conferences (preferred placement).
- Golf Tournament hole sponsor at Fall Seminar. (This does not include golf fee.)
- A special thanks in the NYSAC News Magazine and on the NYSAC website.
- A web link and ad on the NYSAC website.
- Half page black & white ad in the *NYSAC News Magazine*
- An ad in the NYSAC Conference Program for both conferences
- An email from NYSAC to attendees informing them of your participation at the event.
- Corporate identification throughout the conference
- Listing in the Sponsor/Exhibitor Guide
- Five County Directories

## \$5,000 Sponsor

Website: \_\_\_\_\_

Company Name: \_\_\_\_\_  
Please list company as you like it to appear on your materials and identification sign

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact: \_\_\_\_\_ Email: \_\_\_\_\_

\*Contact Signature: \_\_\_\_\_

By signing on the line above, you agree to the terms of this contract.

All you have to do is fill out this form and fax it back to us. We will contact you before each conference to arrange your Corporate Sponsor needs.

**PAYMENT OPTIONS** -  Visa  Mastercard  American Express  Discover  Check

Name on card: \_\_\_\_\_

Account number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

CSC Code (3 digit number on the back of card): \_\_\_\_\_ **TOTAL:** \$ \_\_\_\_\_  
4 digit code for AMEX

\* Signature: \_\_\_\_\_

**Please Return Form and Payment to:** 2010 NYSAC Legislative Conference

Juanita Munguia, Marketing Specialist  
New York State Association of Counties  
540 Broadway, 5th Floor, Albany, NY 12207  
Phone: 518.465.1473 - Fax: 518.465.0506

Please forward any questions to Juanita Munguia at [jmunguia@nysac.org](mailto:jmunguia@nysac.org)

**Cancellation Policy:** Cancellations must be made via email to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than 30 days before the event. Payment will be required for any cancellations within 30 days before the event. 25% admin fee will apply to any refund.

**Email your logo and brief company description with contact information to appear in the exhibitor/sponsor guide book to [jmunguia@nysac.org](mailto:jmunguia@nysac.org) no later than January 22, 2010.**