EXHIBITOR APPLICATION

NASDDDS 2013 Annual Meeting
November 13-15
Hotel Monaco
Old Town Alexandria, Virginia

Thank you for your interest in exhibiting at the conference. Exhibitors have the opportunity to establish new and build on existing relationships with state intellectual/developmental disabilities leaders from across the country, national councils and membership organizations, service providers, families, self-advocates and other interested stakeholders.

**Application Deadline:** October 25, 2013. Please note that exhibit TABLE TOP space is limited and will be filled on a first-come, first-reserved basis.

Please email this form to mrose@nasddds.org

Exhibitors with questions about the application or exhibiting may contact Megan Rose at the email listed above or call directly at 703.683.4202

Organization: __________________________________________________________

Primary Contact: _________________________________________________________

Title: _________________________________________________________________

Phone Number: _____________________ Email:_______________________________

Website: ______________________________________________________________

Address: __________________________________________________________________

City: ____________________________ State: _______ Zip Code __________

Please explain how your exhibit relates to NASDDDS’ goal and mission (see [www.nasddds.org/AboutNASDDDS/index.shtml](http://www.nasddds.org/AboutNASDDDS/index.shtml)). All applications are subject to approval.

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Please describe your product/services (50-word limit) as it will appear in the Annual Conference Program.

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ONSITE EXHIBIT REPRESENTATIVES:

The representatives are to staff the exhibits only. Please list the names of the onsite exhibit representatives and how many plans to attend. This information is needed for name badges, conference materials, and food counts for breakfast, breaks, and reception.

1. ____________________________ 2. ____________________________

CONFERENCE: To attend the conference a separate registration is required and the fee for exhibitors to attend the conference is discounted to $425 per person. Online registration is available on the NASDDDS website.

EQUIPMENT NEEDS:  ____ None  ____ Electricity  ____ Internet Access  _______ Other

SETTING UP: You may set up your TABLE-TOP exhibit the morning of Thursday, November 14 at 7:00 AM.

DISMANTLING: All exhibits must be fully dismantled by the conclusion for the conference on Friday, November 15.

ADDITIONAL EXHIBIT INFORMATION

Exhibit Hours
Thursday, November 14, 2013  7:30 AM – 7:30 PM
Friday, November 15, 2013  7:30 AM – 10:30 AM

Exhibit Location
The exhibit space for this conference will be in Plaza Ballroom, the same area as breakfast, food breaks, and reception. Exhibiting tables will be filled as applications are sent in.

Fee
The exhibitor fee is $750 per table. This fee includes a 6' x 30" table, two chairs, internet, electricity, and exhibitor representative(s) in the exhibit area.

Deadline
The deadline for receipt of applications is October 25, 2013, or until space is sold out.

Shipping Materials
All materials should be shipped to the hotel at your own expenses no earlier than THREE DAYS prior to the meeting. Send materials to:

(YOUR NAME)
NASDDDS 2013 Annual Conference
November 13-15, 2013
Hotel Monaco
480 King Street
Alexandria, VA 22314
(703) 684-6508

NASDDDS is pleased with your interest in exhibiting at the 2013 Annual Conference.