



**NATIONAL COUNCIL ON REHABILITATION EDUCATION  
Fall 2019 Conference  
Thursday, October 31, 2019 - Saturday, November 3, 2019  
Renaissance Arlington Capital View Hotel**

**Sponsorship, Vendor & Advertisement Opportunities**

**Sponsorship Categories** *(please check your preference)*

**\$475.00 Insert**

- ◆ Your organization provides 1 insert, which will be placed inside our attendee conference bags and/or folder. Insert should be no larger than 8.5” wide by 11”.
- ◆ Email notification will be sent to the contact person on the application for approval and/or any possible changes within 2 business days.
- ◆ NCRE will contact you with the number of copies needed by **Friday, October 4, 2019**.
- ◆ NCRE office will provide you with the specific mailing address and contact information for the inserts, which should be received by the conference hotel no later than **Thursday, October 24, 2019 to guarantee they are included in the attendee conference materials.**

**\$550.00 Exhibitor Table (Silver Sponsor)**

- ◆ You provide full-page color ad for conference electronic program booklet. Please refer to page 3 of this document for ad specifications and important deadline dates.
- ◆ Includes one 6x30-skirted table in the same area as the conference registration table.
- ◆ Your space is reserved from Thursday, October 31, 2019 to Saturday, November 3, 2019.
- ◆ Open Exhibit Hours: Thursday and Friday 7:30AM-4:30PM/Breakdown 4:45PM. Saturday 7:30AM - 12:00PM/Breakdown at 12:15PM.
- ◆ All materials are the responsibility of the exhibitor, etc.

## **\$550.00 Exhibitor Table (Silver Sponsor) - CONTINUED**

- ◆ Person(s) at your table who **are not** registered to attend the conference will receive a name badge to identify them as an exhibitor.
- ◆ Recognition of your sponsorship will be announced in the electronic, accessible conference program booklet.
- ◆ Option to store your materials in the NCRE storage room. Please contact the office at [info@ncre.org](mailto:info@ncre.org) for more information.
- ◆ This sponsorship package will give your representative who is not registered for the conference the hotel rate under the NCRE room block and all discounts offered to our group at the hotel.

## **\$2,000 Gold Sponsor**

- ◆ You provide your institution or company logo bags for attendees.
- ◆ You provide 1 insert and/or flyer, which will be placed inside attendee conference bags.
- ◆ You provide institution and/or company pens for conference folders.
- ◆ You provide full-page color ad for conference electronic program booklet. Please refer to page 3 of this document for ad specifications and important deadline dates.
- ◆ All conference meals are included for **one** person representing your organization that is not registered to attend the conference. Name badge identifies the person at the table as a sponsor.
- ◆ Exhibitor table: Includes one 6x30-skirted table in the same area as the conference registration tables.
- ◆ Your space is reserved from Thursday, October 31, 2019 to Saturday, November 3, 2019.
- ◆ Open Exhibit Hours: Thursday and Friday 7:30AM-4:30PM/Breakdown 4:45PM. Saturday 7:30AM - 12:00PM/Breakdown at 12:15PM.
- ◆ All materials are the responsibility of the exhibitor, etc.
- ◆ Recognition of your sponsorship in conference program booklet.
- ◆ Option to store your materials in the NCRE storage room. Please contact the office at [info@ncre.org](mailto:info@ncre.org) for more information.
- ◆ This sponsorship package will give your representative access to the conference hotel rate under the NCRE room block and all discounts offered to our group at the hotel.
- ◆ NCRE office will provide you with the specific mailing address and contact information for mailing all materials that are a part of this sponsorship, which should be received by the conference hotel no later than **Thursday, October 24, 2019 to guarantee they are included in the attendee conference materials**.

## Sponsorship Ad Specifications

- ◆ Conference Program Booklet will be 8.5” wide by 11” tall.
- ◆ Ads are requested to be camera size ready when emailed to the administrative office.
- ◆ Please submit your camera-ready artwork (minimum of 300 dpi in Adobe PDF file.
- ◆ MS Word documents are HIGHLY discouraged, as they do not provide the proper resolution and clarity. However, if you prefer to use MW, please send the original digital image that you place in the Word file.
- ◆ Submission deadline date is **Friday, October 11, 2019.**

## Sponsorship Ad Sizes

<b>\$100.00</b>	¼ Page Ad (3.875” wide by 5.125” tall, Color)
<b>\$130.00</b>	½ Page Ad (8” wide by 5.125” tall, Color)
<b>\$230.00</b>	Full Page Ad (8” wide by 10” tall, Color)
<b>\$350.00</b>	Inside Back Cover Page Ad, (8” wide by 10” tall Color) <i>(Please check with the office for availability)</i>
<b>\$450.00</b>	Outside Back Cover Page Ad, (8” wide by 10” tall Color) <i>(Please check with the office for availability)</i>

## DEADLINE DATES:

**Application and Payment Deadline:** The administrative office must receive application and payment by no later than **Friday, October 11, 2019.**

NCRE reserves the right to approve exhibitors. We will review all applications and contact all vendors and organizations to confirm participation as soon as possible after applications are received. Please be aware that exhibitor space is limited so exhibitor applications are accepted and reviewed on a first come, first served basis.

## SHIPPING

If you have shipping needs, please contact the administrative office for further instructions at [info@ncre.org](mailto:info@ncre.org)