



Exhibit Space Contract

National Renal Administrators Association 2008 Annual Fall Conference
Renaissance Cleveland Hotel • Cleveland, Ohio • September 24 – 26, 2008

Deadline for contract submission is Friday, August 15, 2008

Please print or type

Corporation _____

Address _____

City _____ State _____ Zip _____

Contact* _____ Title _____ Date _____

*This person will receive all correspondence relating to the exhibit hall, including special promotions, drayage and rental forms, and invoices and booth personnel registration forms.

Telephone _____ Fax _____

Email _____

Products/Services Description: Please include or attach a description (50 words or less) of your products/services to be used for publicity purposes. Use additional sheets if necessary.

Exhibit Space: Please reserve the following number of booths:

	Quantity	Total
\$1,800 per tabletop display	_____	\$ _____
\$2,750 per 10' x 10' space	_____	\$ _____

- Platinum Corporate Sponsor
(receives a comp 10' x 30' space and 30 badges)
- Gold Corporate Sponsor
(receives a comp 10' x 20' space and 20 badges)
- Silver Corporate Sponsor
(receives a comp 10' x 10' space and 10 badges)

Badges Booth Personnel

6' tabletops receive (2) complimentary badges
10' x 10' booths receive (4) complimentary badges

- 1) _____ Title _____
This badge is complimentary for both table top booths and 10' x 10' booths
- 2) _____ Title _____
This badge is complimentary for both table top booths and 10' x 10' booths
- 3) _____ Title _____
This badge is \$200 for table top booths and complimentary for 10' x 10' booths
- 4) _____ Title _____
This badge is \$200 for table top booths and complimentary for 10' x 10' booths
- 5) _____ Title _____
This badge is \$200 for both table top booths and 10' x 10' booths
- 6) _____ Title _____
This badge is \$200 for both table top booths and 10' x 10' booths

Questions: For questions about exhibiting at the NRAA Annual Fall Conference, please call or email NRAA. Phone 215-320-4655 and email nraa@nraa.org.

Additional Contract Information: Full payment for exhibit space and additional exhibit badges must accompany this contract. Make checks payable to NRAA. Address: 100 North 20th Street, 4th Floor, Philadelphia, PA 19103

Signature: The Rules have been reviewed and copied for the Exhibitor's Files. The Exhibitor agrees to abide by all terms, conditions and regulations.

Signature _____

Payment Information:

Check Enclosed American Express Visa MasterCard

Name (please print) _____ Title _____

Credit Card # _____ Expiration Date _____ Billing Zip _____

Authorized signature _____ Date _____



Exhibit Rules and Regulations

National Renal Administrators Association 2008 Annual Fall Conference
Renaissance Cleveland Hotel • Cleveland, Ohio • September 24 – 26, 2008

Assignment of Space

Space will be assigned on the basis of the order in which the applications are received, subject to the availability of space preferences, special needs, and compatibility of exhibitors. NRAA corporate member sponsors* will receive priority assignment. Every effort will be made to respect exhibitor's space choices whenever possible, but the National Renal Administrators Association (hereinafter known as "exhibit management") decisions shall be final.

In order to obtain the best booth assignment possible, your contract should be received at the NRAA office with full payment by August 15, 2008. Any contract received after August 15, 2008 will be assigned booth space remaining in order of receipt.

Exhibit management reserves the right to transfer assignments when such action is deemed to be in the best interest of the total exhibit effort. A service kit from GES Exposition Services will be mailed by August 18, 2008 if your contract is received by August 15, 2008.

No exhibitor may assign, sublet, or apportion the whole or any part of the space allotted to him or her or exhibit therein any goods other than those manufactured or sold in the regular course of business by the exhibitor.

Exhibitor-designated Contractors

If you will be using the services of a contractor other than GES Exposition Services for installation and/or dismantling of your exhibit display, you must provide an original document of insurance liability to GES Exposition Services at least 30 days prior to show date, i.e., by Friday, August 22, 2008.

Staffing

Exhibits must be staffed by qualified employees of the exhibitor at all times during peak traffic periods of the exhibition. Each individual staffing an exhibit booth is required to register and must wear the exhibitor badge furnished. Dismantling or removing an exhibit or materials before the official closing of the exhibit hall is prohibited.

Accommodations

All exhibitors are responsible for making their own hotel reservations directly with the hotel, the Renaissance Cleveland Hotel 216-696-5600. The room rate is \$175.00 (single/double) for reservations made prior to Tuesday, September 2, 2008

General Information

All demonstrations or other promotional activities must be confined to the limits of your assigned space. Sufficient space must be provided within your area to contain persons watching demonstrations and other activities. Each exhibitor is responsible for keeping the aisle adjacent to his or her space free of congestion.

Exhibit representatives may not work in other than their own space. Samples, publications, etc., may be distributed by the exhibitor only from within the exhibitor's own space. No food or beverages may be dispensed within the show facility without prior permission of the association.

Cancellations and Refunds

Should the exhibitor be unable to occupy and use the exhibit space contracted for, he or she shall promptly notify exhibit management in writing. All sums paid by the exhibitor, less a service charge of 50 percent of the net contract price, will be refunded. No refund or cancellation will be made after Friday, August 22, 2008.

Liability

The National Renal Administrators Association, GES Exposition Services, and the Renaissance Cleveland Hotel, Cleveland, Ohio, their agents and employees shall not be responsible for any loss, theft, or damage to the property of the exhibitor or his or her employees or representatives. Furthermore, exhibit management will not be liable for damage or injury to persons or property during the term of this agreement from any cause whatsoever by reason of the use or occupancy of the exhibit space by the exhibitor or his or her assigns. The exhibitor shall indemnify and hold harmless exhibit management from all liability that might ensue from any cause whatsoever. If the exhibitor's material fails to arrive, the exhibitor is nevertheless responsible for all amounts due hereunder. Exhibitors are requested to carry special insurance to cover exhibit material against damage and loss and public liability insurance against injury to the person and property of others.

Termination of Exhibit

In the event that the premises where the exposition is to be held shall, in the sole determination of exhibit management, become unfit or unavailable for occupancy, or shall be substantially interfered with, by reason of picketing, strike, embargo, injunction, act of war, act of God, fire, or state of emergency declared by any government agency, or by reason of any municipal, state, or federal law or regulation, or by any reason of any occurrence beyond the control of exhibit management, exhibit management may cancel or terminate the exposition. In the event of such cancellation or termination, the exhibitor waives any and all claims the exhibitor might have against exhibit management for damages or expenses and agrees to accept in complete settlement and discharge of all claims against exhibit management the exhibitor's pro rata share of the total amount paid by all exhibitors less all costs and expenses incurred by exhibit management in connection with the exposition, including a reserve for future claims and expenses in connection therewith. In case exhibit management shall for any reason determine to cancel or terminate the exposition, the exhibitor waives all

claims the exhibitor might have against exhibit management for damages or expenses and agrees to accept in complete satisfaction and discharge of all claims against management a refund of all amounts paid by the exhibitor to exhibit management in accordance with this agreement.

Amendments

These rules may be amended at any time by exhibit management, provided the amendments shall not substantially diminish the rights or increase the liability of the exhibitor and the association. They have been formulated in the best interest of the exhibitors. Exhibit management respectfully asks the full cooperation of the exhibitors in their observance. Any matters not specifically covered by the preceding rules shall be subject solely to the decision of exhibit management.

Security

During non-exhibit hours, each exhibitor should make provisions to safeguard his or her goods from the time they are placed in the booth until the time they are removed. The National Renal Administrators Association and show management will be responsible for their own property through insurance or self-insurance and shall hold harmless each of the other parties for any and all damages caused by theft and those perils normally covered by a fire and extended policy.

These Rules and Regulations are to be construed as part of all space contracts. NRAA reserves the right to interpret them as well as to make final decisions on all points not specifically covered.

NEW – Exhibitor Dismantling

Exhibitors are not permitted to tear down their table top or booth prior to 1:30 PM EST on Friday, September 26, 2008 without the express permission of the National Renal Administrators Association. Exhibitors who dismantle prior to 1:30 PM EST will incur a financial penalty.

* For information on becoming an NRAA Corporate Sponsor member, contact NRAA at 215/320-4655 or visit our website at www.nraa.org



Sponsorship Opportunities

National Renal Administrators Association 2008 Annual Fall Conference
Renaissance Cleveland Hotel • Cleveland, Ohio • September 24 – 26, 2008

Listed below are sponsorship opportunities available at the NRAA 2008 Annual Fall Conference and Administrators Workshop. All sponsors will be acknowledged on signage at the conference, along with recognition in the Conference Program Book.

Continental Breakfast \$7,500 each

(Total of 3) Assorted muffins, pastries, and juices will be provided to all registrants.

Morning Refreshment Breaks \$5,000 each

(Total of 3) Coffee and tea will be served to all registrants.

Afternoon Refreshment Breaks \$7,500 each

(Total of 3) Coffee, tea, assorted sodas and snacks will be served to all registrants.

Lunch \$15,000 each

(Total of 3)

Exhibitors' Reception \$20,000

This is the first opportunity for attendees to welcome the exhibitors.

President's Event \$30,000

A fun-filled evening honoring the outgoing NRAA President, and a celebration of the 31st anniversary of the NRAA.

Post Meeting Gala Event \$15,000

This is the final opportunity at this meeting for all attendees to network in a relaxed and casual atmosphere.

Beer Tasting at the Friday Reception \$5000

Attendees will be invited to sample some of the midwest's finest brews at this fun and educational beer tasting. Sure to be a popular networking spot at the Friday reception.

Conference Program Book \$5,000

The NRAA Conference Program Book is the official guide to NRAA's conference and is distributed on-site and referred to throughout the meeting by attendees. Contents include the schedule of events, exhibit hall floor plan and exhibits guide

Executive Zippered Padfolios with Company Logo \$15,000

Every attendee registered will receive a padfolio at registration. The sponsor's logo will appear on the padfolio; a great way to advertise your company's name!

Tote Bags with Company Logo \$12,500

Every attendee registered will receive a tote bag at registration. The sponsor's logo will appear on the bag, a walking advertisement for your company!

Neck Wallets with Company Logo \$7,500

Every attendee registered will receive a neck wallet at registration. The sponsor's logo will appear on the neck wallet, a walking advertisement for your company!

Sponsorship Request

Please print or type.

Advertiser _____

Agency (if applicable) _____

Contact _____ Title _____ Date _____

Billing name (if different from above) _____

Billing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

- | | | | | | |
|---|---------------|----------|--|----------|----------|
| <input type="checkbox"/> Continental Breakfast | \$7,500 each | \$ _____ | <input type="checkbox"/> Post Meeting Gala Event | \$15,000 | \$ _____ |
| <input type="checkbox"/> Morning Refreshment Breaks | \$5,000 each | \$ _____ | <input type="checkbox"/> Beer Tasting Event | \$5,000 | \$ _____ |
| <input type="checkbox"/> Afternoon Refreshment Breaks | \$7,500 each | \$ _____ | <input type="checkbox"/> Conference Program Book | \$5,000 | \$ _____ |
| <input type="checkbox"/> Lunch | \$15,000 each | \$ _____ | <input type="checkbox"/> Executive Padfolios | \$15,000 | \$ _____ |
| <input type="checkbox"/> Exhibitors' Reception | \$20,000 | \$ _____ | <input type="checkbox"/> Tote Bags | \$12,500 | \$ _____ |
| <input type="checkbox"/> President's Event | \$30,000 | \$ _____ | <input type="checkbox"/> Neck Wallets | \$7,500 | \$ _____ |

Total Amount Sponsored: \$ _____

Please fax this sponsorship opportunity form to 215-564-2175 or email it to nraa@nraa.org
(All requests are subject to availability)

Payment Information:

- Check Enclosed (Make check payable to NRAA) American Express Visa MasterCard

Name (please print) _____ Title _____

Credit Card # _____ Expiration Date _____ Billing Zip _____

Authorized signature _____ Date _____



Conference Program Book Advertising

National Renal Administrators Association 2008 Annual Fall Conference
Renaissance Cleveland Hotel • Cleveland, Ohio • September 24 – 26, 2008

The NRAA Conference Program Book is the official guide to NRAA's conference. It is distributed on-site and is referred to throughout the meeting by attendees. Contents include the schedule of events, exhibit hall floor plan, exhibits guide, and speaker information. Also included are speaker handouts, making them valuable year-round resources after the meetings are over. The program book distributed at the Annual Conference and Administrators Workshop in September has an annual circulation of 500.

Black/White Rate

Full Page	\$600
Half Page	\$400

Cover Rates

Inside Front Cover	\$1,150
Inside Back Cover	\$1,000
Outside Back Cover	\$1,250

Premium Position Rates

Across from Floor Plan	plus 15 percent
Across from Program-at-a-Glance	plus 15 percent

Mechanical Specific captions

All ads must be sent as black and white files

Full Page: 5.25" wide x 8.5" tall

Half Page: 5.25" wide x 4" tall

There are no bleeds for ads.

Acceptable Formats:

PDF, TIFF, JPEG

All files must be high resolution, **grayscale**, with images at **300 dpi**.

If possible, please outline fonts before creating PDF's

*** Please note the deadline for submitting ads is Tuesday, September 2, 2008**

Program Book Insertion Order

Please print or type.

Advertiser _____

Agency (if applicable) _____

Contact _____ Title _____ Date _____

Billing name (if different from above) _____

Billing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

Space Selection

- Full Page \$600 \$ _____
- Half Page \$400 \$ _____
- Inside Front Cover \$1,150 \$ _____
- Inside Back Cover \$1,000 \$ _____
- Outside Back Cover \$1,250 \$ _____
- Across from Floor Plan (plus 15 percent) \$ _____
- Across from Program-at-a-Glance (plus 15 percent) \$ _____

Total \$ _____

Return with Payment to

MAILING ADDRESS:

NRAA, 100 North 20th Street, 4th Floor, Philadelphia, PA 19103

If you have any questions, please call the NRAA Office, 215-320-4655 or email nraa@nraa.org.

Payment Information:

- Check Enclosed (Make check payable to NRAA) American Express Visa MasterCard

Name (please print) _____ Title _____

Credit Card # _____ Expiration Date _____ Billing Zip _____

Authorized signature _____ Date _____