



THE 17TH ANNUAL AFFORDABLE HOUSING CONFERENCE
GREATER TACOMA CONVENTION & TRADE CENTER | TACOMA, WA



NPGP EXHIBITOR PACKAGE INFORMATION

EXHIBITOR PACKAGE: One booth space plus one conference registration for \$500. Valid for nonprofit and government/public agencies only.

DEADLINES AND IMPORTANT INFORMATION

Please Reserve Your Exhibit Booth by August 15, 2010. Fax or email this form to 425-576-1732 or caroline@bombar.com.

QUESTIONS

Please contact Caroline Bombar-Kaplan
caroline@bombar.com or 425-576-1710.

Receipt of your NPGP EXHIBIT RESERVATION FORM will reserve your exhibit space.

- The conference's tradeshow contractor will email you an EXHIBITOR KIT of instructions in late August.
- The attendee roster is not available in any electronic forms that could easily be used for spam.
- Exhibit booth numbers will not be issued or publicized prior to the conference.

BOOTH SPACE SPECS

Approximately 10 x 10ft. piped and draped space, an 8ft. draped table, chair, standard electric outlet, and free WIFI. Additional booth items can be ordered (for additional charges) through the conference's tradeshow contractor. Wired Internet access can be ordered through the Convention Center at an additional charge.

BANNERS AND SHIPPING

For safe delivery to your booth, only ship your exhibit and banners through the conference's tradeshow contractor. Your items will be placed at your booth for set up. The contractor will provide return shipping information.

SET UP

Set up will be on Monday, Oct. 18. Exact times for setting up and striking your booth will be listed in your Exhibitor Kit.

CANCELLATION, TERMINATION, NO SHOWS, BOOTH HOURS, AND OUTSIDE FOOD

Housing Washington reserves the right to terminate exhibit privileges due to conduct of personnel, method of operation or for causes of which the conference believes are not compatible with the purpose of the event. Termination under this clause will not entitle the exhibitor to a refund.

No Shows: There is no charge to cancel your exhibit space with written notice 20 days prior to the conference. "No show" exhibitors will be charged \$500.

Booth Hours: Exhibitors are requested to have their exhibit up for the duration of the conference. Early tear down is a discourtesy to other exhibitors.

Outside Food: Distributing outside fresh food items at the conference is strictly prohibited.

HOLD HARMLESS

The exhibitor agrees to hold harmless *Housing Washington* and its agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance of this agreement, including those arising out of injury to participants, whether arising before, during or after completion of the conference hereunder and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault or negligence of Contractor or its employees, agents or subcontractors.