



2010 CORPORATE MEMBER EXHIBITOR REGISTRATION FORM

Exhibitor Directory Deadline is March 26. See page 3 for details.

BOOTH SELECTION SIZE

BOOTH SIZE & FEE: (See further details on page 4). 8' x 10' — \$1,000 8' x 20' — \$1,500

EXHIBITOR REGISTRATION INFORMATION

FIRST BOOTH STAFFER

Organization Name _____

First Name _____ Last Name _____

Title _____

Mailing Address _____

City _____ State _____ Zip _____

Daytime Phone _____ Fax _____

Email Address _____

SECOND BOOTH STAFFER

Organization Name _____

First Name _____ Last Name _____

Title _____

Mailing Address _____

City _____ State _____ Zip _____

Daytime Phone _____ Fax _____

Email Address _____

PRIMARY CONTACT FOR BOOTH MANAGEMENT

This individual will receive all information regarding your exhibit booth (i.e. exhibitor kit).

First Booth Staffer Other (Name): _____ Organization: _____

Second Booth Staffer Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____

Email Address: _____

Indemnification and Hold Harmless SIGNATURE MANDATORY!

The exhibitor indemnifies and agrees to hold harmless NCPERS and Wynn Hotel, their officers, directors, employees, and agents from any and all actions, claims, damages, losses, and expenses, including attorney's fees, arising from any and all damages or losses to properties of; or bodily injuries to exhibitor, his/her agents, representatives, employees, or invitees by reason of the exhibitor's occupancy or use of the exhibition facilities.

Executed this ___ day of _____ 2010, by: _____ for (organization): _____ .

PAYMENT

TOTAL:
\$ _____ Exhibitor Registration

GRAND TOTAL DUE \$ _____

Check
Send registration form(s) and check, made payable to "NCPERS" to:
NCPERS
PO Box 79819
Baltimore, MD 21279-0819

Credit Card: American Express Visa MasterCard

Credit Card: # _____

Expiration Date: _____ CC Verification Code: _____

Name (as it appears on the card): _____

CC Billing Address: _____

Authorized amount to charge: \$ _____

By submission of this form, I certify I have read and understand the terms of this registration. If paying by credit card, I authorize NCPERS to charge my card for the total amount indicated.

Signature: _____



2010 REGISTRATION INFORMATION

CORPORATE ATTENDEE REGISTRATION POLICY

A maximum of four (4) representatives from your company may register as an ATENDEE of the conference. This number does not include exhibitors or speakers.

If there are changes to who is attending on behalf of your company, please submit these changes in writing. Fax to 202-624-1439. The original registrant must acknowledge they are no longer attending the conference before a new registrant can fill that slot.

EXHIBITOR REGISTRATION POLICY

A maximum of two (2) representatives from your company may register as booth personnel at the conference. **Exhibitors do not need to register as conference attendees as your conference registration is included in the booth fee.** Booth personnel substitutions will not be allowed.

CANCELLATION POLICY

All registration cancellations must be received in writing by April 12 to receive a refund and will be subject to a \$100 processing fee for Annual Conference attendee, speaker and exhibitor registrations and \$50 for Spouse/Guest registrations. No refunds will be given after April 12 and to "No Shows". **All refunds will be processed post-conference.** Please fax your cancellation request to 202-624-1439.

EXHIBITOR DIRECTORY

The final date to be included in the Exhibitor Directory is Friday, March 26th. After this date you may still register to exhibit, if space is still available, but you will not be included in the Directory. Please email the following information to conferences@ncpers.org by March 26:

- Company contact information
- A brief description of your company/ organization (half a page)
- Your company logo in a high resolution .jpg format

EXHIBITION SCHEDULE

Exhibitor Setup:

Saturday, May 1 2:00 pm – 5:00 pm
Sunday, May 2 9:00 am – 3:00 pm

Exhibit Hours:

Sunday, May 2 4:00 pm – 7:00 pm
Grand Opening &
Welcoming Reception
Monday, May 3 9:00 am – 2:00 pm
Tuesday, May 4 9:00 am – 2:00 pm

Exhibitor Move-Out:

Tuesday, May 4 2:00 pm - 6:00 pm

GENERAL INFORMATION

NCPERS Annual Conference is a member's only conference. Your organization must be a current member of NCPERS before you can attend.

Please be sure you correctly calculated the grand total of your registration fees. Your registration will not be confirmed until full payment has been received and processed.

All exhibitors must sign and date the indemnification and hold harmless clause on this form in order to exhibit at the conference.

Registration fees include access to all education sessions, conference materials and meal functions, including the welcoming reception and closing dinner and show.

Registration fees do not include hotel accommodations, airfare, or ground transportation.



2010 REGISTRATION INFORMATION

BOOTH FEE

**The fee to exhibit includes:

- Registration for two (2) booth personnel.
- 8' x 10' booth space with draped back wall and side rails.
- One (1) six foot table and two (2) chairs with a small waste basket.
- Company listing in the Exhibitor Directory.
- Access to NCPERS educational sessions and events at the conference.

***All shipping fees and additional materials ordered through the service contractor will be at the exhibiting company's expense.*

CHARITY

In addition to providing the core mission of educating public pension trustees, NCPERS has added a charity component to the Annual Conference. This socially responsible program will focus on Public Servants Giving Back to the community in which the Annual Conference is hosted.

This year, NCPERS is supporting The Public Education Foundation, a non-profit dedicated to improving public education in Las Vegas, NV. For more information on making contributions to this charitable endeavor visit www.ncpers.org/charity or call 202-624-1456. All contributions are tax deductible for 2010.

HOTEL

To book your hotel room at the Wynn Hotel, please call reservations at 1-866-770-7555 or directly at 702-770-7000. Don't forget to mention the **NCPERS GROUP CODE: NCPE0410** to get the discounted room rate of \$235.

ATTENDEE LIST

Registered attendees will receive the preliminary attendee list after the April 12 registration deadline. The attendee lists are the property of NCPERS. NCPERS members are granted a limited license to use them for their own internal purposes. The lists may not be sold, leased, distributed, or in any way shared with third parties, including other NCPERS corporate or fund members.

SPONSORSHIP

For information on sponsorship opportunities at the Annual Conference, please see the Sponsorship Opportunities Form or contact Cassandra Smoot at 202-624-1469 or cassandra@ncpers.org.

CORPORATE MEMBER EVENTS

Corporate Members should not schedule client events during any NCPERS activities (i.e. Sunday welcoming reception). If you would like your event to be advertised in the conference program book please email the details of your event to Cassandra Smoot at cassandra@ncpers.org by March 26.

REGISTRATION METHODS



Online:

Submit your registration electronically at www.NCPERS.org/annconf.



Mail:

Complete the registration form, include payment by check or credit card and mail to:

NCPERS
PO Box 79819
Baltimore, MD 21279-0819

Overnight to:

NCPERS
444 N. Capitol Street, NW, Suite 630,
Washington, DC 20001



Fax:

Complete the registration, indicate your method of payment and fax to 202-624-1439.