

Be The Change

NELA's 2017 Annual Convention

June 21–24, 2017
Marriott San Antonio Rivercenter
San Antonio, TX



Bringing you face-to-face with plaintiffs employment attorneys from around the country. Plan now to be a part of NELA's 2017 Annual Convention, *Be The Change*.

Exhibitor Information

Show-At-A-Glance

When: June 21–24, 2017
Where: Marriott San Antonio Rivercenter
San Antonio, TX

Exhibitor Hours

Wednesday, June 21	3:00–8:00 p.m.
Thursday, June 22	7:00 a.m.–6:00 p.m.
Friday, June 23	7:00 a.m.–6:00 p.m.
Saturday, June 24	7:30 a.m.–12:30 p.m.

Registration Rates

Premium Exhibitor	\$3,000
<i>Premium Early-bird Registration</i>	<i>\$2,750</i>
Regular Exhibitor	\$2,500
<i>Regular Early-bird Registration</i>	<i>\$2,250</i>
Non-profit Exhibitor	\$2,000

(Early-bird registration payment must be received by February 28, 2017.)

Premium Exhibitor Benefits

One Complimentary 2017 Annual Convention Registration *(One admission to all sessions & food functions for one registrant is included in the registration fee. Additional Convention registrations or food function tickets may be purchased in advance or at NELA's Registration booth.)*

Complimentary Advertising in the 2017 Annual Convention Program Guide *(One full page black & white ad. Must be received by May 12, 2017.)*

Complimentary Advertising in the online Summer 2017 issue of *The Employee Advocate* *(One full page color ad. Must be received by July 7, 2017.)*

Complimentary Advertising in our Virtual Exhibit Hall at www.nela.org *(Includes logo and information about your company/organization.)*

Complimentary Mailing List of 2017 Annual Convention Attendees prior to the Convention

Complimentary Directory of 2017 Annual Convention Participants *(Included in Convention registrant's packet.)*

Complimentary Mailing List of 2017 Annual Convention Attendees *(Sent after the Convention, upon request, no later than August 31 2017.)*

Company/Organization/Name Recognition on signage at the 2017 Annual Convention

Company/Organization/Name Recognition in our 2017 Annual Convention Program Guide

Table Top Exhibit Space *(One 6' draped table with 2 chairs, exhibit must be confined to this space, additional table tops may be purchased.)*

NELA's Discounted Hotel Room Rate

Regular & Non-Profit Organization Exhibitor Benefits

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Table Top Exhibit Space *(One 6' draped table with 2 chairs, exhibit must be confined to this space, additional table tops may be purchased.)*

NELA's Discounted Hotel Room Rate

Colleen Goodin

Events Manager

(415) 296-7629, x104

cgoodin@nelahq.org

Be The Change 2017 Annual Convention

June 21–24, 2017
San Antonio Marriott Rivercenter
San Antonio, TX



Exhibitor & Sponsorship Registration Form

Registrant's Name _____

Title _____

Company/Organization _____

Contact (if different than registrant) _____

Address _____

Address _____

City _____ State _____ Zip _____

Contact Telephone _____ Contact Fax _____

Contact Email _____ Website _____

Please list my Company/Organization as: _____

I Am Reserving Tabletop Exhibitor Space:

Registration Rates

- ☐ Premium Exhibitor \$3,000
 - ☐ Premium Early-bird Registration \$2,750
 - ☐ Regular Exhibitor \$2,500
 - ☐ Regular Early-bird Registration \$2,250
 - ☐ Non-profit Exhibitor \$2,000
 - ☐ Additional 6' Table(s) \$1,000 each
- (Early-bird registration payment must be received by February 28, 2017)

I Am Sponsoring The Following Events:

Partial Sponsorships Are Accepted

- ☐ Scholarship Fund \$1,000 (per scholarship)
- ☐ Convention Refreshment Break(s) \$3,000 (June 21–24, 2017)
- ☐ Speakers' Gala Reception \$8,000 (June 21, 2017)
- ☐ President's Welcome Reception \$5,000 (June 21, 2017)
- ☐ Annual Luncheon \$40,000 (June 22, 2017)
- ☐ Annual Reception \$30,000 (June 22, 2017)
- ☐ Meeting Room Power/Internet \$50,000 (June 21–24, 2017)

I wish to pay by:

- ☐ Check: Payable to the National Employment Lawyers Association
- ☐ Credit Card: ☐ American Express ☐ DiscoverCard ☐ MasterCard ☐ VISA

Name on card _____

Card number _____

Expiration date _____ CVV _____

Signature _____

Billing Address _____

Send order form and payment to the National Employment Lawyers Association, 2201 Broadway, Suite 402, Oakland, CA 94612.
For more information, please contact Colleen Goodin at (415) 296-7629 or cgoodin@nelahq.org. (Prices and Event Schedule subject to change.)

A \$30 service charge will be assessed for all returned checks and declined credit card transactions.

Table Top Exhibit Space Amount \$ _____

Sponsorship Event Amount \$ _____

Total Amount Due \$ _____

**2017 CONVENTION PROGRAM GUIDE
ADVERTISEMENT/GREETING ORDER FORM**

**Be the
Change**

Marriott San Antonio Rivercenter
San Antonio, TX
June 21-24, 2017

Firm/Organization _____

Firm/Organization Contact _____ Title _____

Address _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email _____ Website _____

Deadline for receipt of advertisements and greetings is May 12, 2017.

Rates		Size	Standard Rate	Nonprofit Rate	Nonprofit rates are available to NELA Affiliates, public interest organizations, and government agencies.
<input type="radio"/> Business Card	black & white	2" x 3"	\$80	\$65	
<input type="radio"/> One-eighth Page	black & white	2" x 4"	\$110	\$85	
<input type="radio"/> Quarter Page	black & white	3" x 4"	\$225	\$175	
<input type="radio"/> Half Page	black & white	7" x 5" Or 4" x 10"	\$375	\$325	
<input type="radio"/> Full Page	black & white	7" x 10"	\$550	\$500	
<input type="radio"/> Inside Front Cover	black & white	7" x 10"	\$1,500	\$1,000	
<input type="radio"/> Inside Back Cover	black & white	7" x 10"	\$1,500	\$1,000	
<input type="radio"/> Back Cover Page	4-color	7" x 10"	\$1,750	\$1,300	

☐ Enclosed is my ad/greeting (folded, stapled, or faxed items cannot be accepted). Please enclose a CD-ROM and a hard copy of your ad/greeting, or send it electronically to cgoodin@nelahq.org. Acceptable formats: PDF, TIFF, JPEG, Word, or WordPerfect.

☐ Please create an ad/greeting with the following message (additional \$25 charge): _____

I wish to pay by:

- ☐ Check: Payable to the National Employment Lawyers Association
- ☐ Credit Card: ☐ American Express ☐ DiscoverCard ☐ MasterCard ☐ VISA

Name On Card _____

Card Number _____

Expiration Date _____ CVV Code _____ Signature _____

Billing Address _____

A \$30 service charge will be assessed for all returned checks and declined credit card transactions.

Send order form, payment, and ad/greeting to:
National Employment Lawyers Association
2201 Broadway, Suite 402, Oakland, CA 94612

Ad/Greeting Rate Amount \$ _____

Ad/Greeting Design (\$25 per Ad/Greeting) Amount \$ _____

For more information, please contact:
Colleen Goodin at (415) 296-7629 or
cgoodin@nelahq.org.

Total Amount Due \$ _____

Be The Change 2017 Annual Convention

June 22–24, 2017

Marriott San Antonio Rivercenter
San Antonio, TX



Exhibitor Rules & Regulations

- ▶ Exhibitor space must be fully paid and will not be processed or assigned without the required payment.
- ▶ Exhibitors may not assign, sublet, or share their exhibit space with another business, company, or organization. Exhibitors must show goods/services manufactured or dealt by them in the regular course of business.
- ▶ Exhibitor shall have sole responsibility for ensuring that their exhibit is in full compliance with the Americans with Disabilities Act and any regulations implemented by that Act.
- ▶ Should the Convention be cancelled, postponed, or abandoned, the limit of claim for damages and/or compensation by the Exhibitor shall be the return of the amount already paid for the space for this specific event. Should the Convention be curtailed or abandoned in part, the limit of claim for damages and/or compensation by the Exhibitor shall be the return of the prorated amount the Exhibitor already paid for space for the cancelled portion of this specific event. The Exhibitor will be returned the amount paid if the Convention is cancelled, postponed, curtailed or abandoned due to acts of God, war, acts of terrorism, government regulations, disaster, strikes, labor disputes, civil disaster, or curtailment of transportation facilities.
- ▶ Exhibitor agrees that her/his exhibit space shall be admitted into the Convention and shall remain from day to day solely in strict compliance with all the rules herein described. The National Employment Lawyers Association (NELA) reserves the right to reject, eject, or prohibit in whole or in part any Exhibitor with just cause, at NELA's discretion. If an Exhibitor is ejected, no return of exhibitor fee shall be made.
- ▶ Exhibitor agrees to the "Exhibit Hours" as specified by NELA and may not hold its exhibit open beyond the specified hours or in another location than assigned.
- ▶ NELA's assignment of exhibit space is final and shall constitute an acceptance of Exhibitor's offer to occupy space. After assignment, space location may not be changed, transferred, or cancelled. Notwithstanding the aforementioned, NELA reserves the right to change location assignments at any time in its sole discretion.
- ▶ Exhibitor fee includes one 6' table top exhibit space and one (1) complimentary registration to the Convention. Only one company/organization name per exhibit space. No signs or advertising devices shall be displayed outside the exhibit space other than those furnished by NELA. Exhibitor is responsible for any audio-visual, Internet, telephone, delivery, labor, and any other charges associated with the exhibit. All demonstrations, sales activities, and distribution of circulars and promotional material must be confined to the limits of the Exhibitor's assigned space. Exhibitors must not place equipment for display or demonstration in such manner as to cause observers to obstruct passageways. All equipment for display or demonstration must be placed within the assigned exhibitor area.
- ▶ NELA provides its Exhibitors with three (3) lists of Convention participants. At the Exhibitor's request, one list of Convention pre-registrants will be sent on June 9, 2017 to registered Exhibitors for the express purpose of announcing the organization's/company's attendance as an Exhibitor at this Convention. A sample copy of the mailing must be sent to NELA for approval before NELA provides you with the pre-registrant list. Another list of participants is included in the Convention registration packet, this list is for reference only and may not be used in any form by Exhibitors without the express permission of NELA. A third list of all Convention participants is provided after the Convention for one-time use only. A sample copy of the mailing must be sent to NELA for approval before NELA provides you the list of all Convention participants. Any request for the list of all Convention attendees must be made by August 31, 2017. None of these list is to be sold or traded to any other entity, nor are they to be used for fundraising purposes. Email addresses will not be provided for the above purposes. Any electronic mail communications to Convention participants using the registration list provided by NELA are strictly prohibited.
- ▶ Exhibitors are prohibited from fundraising of any kind or otherwise soliciting funds that are not directly related to the sale of their goods and services.
- ▶ Exhibitors are prohibited from displaying any devices or objects that exceed exhibit space or obstructs neighboring exhibits.
- ▶ Exhibitors or their agents shall not injure or deface any part of the hotel building. When damage occurs, the Exhibitor is liable to the owner of the property.
- ▶ The Exhibitor specifically recognizes and acknowledges that NELA will sustain certain losses if the Exhibitor cancels its exhibit space after it has been assigned and confirmed by NELA. Due to difficulty, if not impossibility of determining said losses, the Exhibitor agrees to pay the following amounts as liquidated damages, and not as a penalty, in the event the Exhibitor cancels all or part of its exhibit space on or within the time periods specified below. All cancellation and/or requests must be made in writing to NELA.

Time Period Liquidated Damages:
Cancellation on or before May 12, 2017: 50% of monies paid.
Cancellation after May 12, 2017: No Refund.
- ▶ All property of the Exhibitor remains under its custody and control in transit to and from the exhibit space, during installation and removal, and while it is within the confines of the exhibit space. NELA is not responsible for the safety of the property of Exhibitors from theft, damage by fire, accident, vandalism, or other causes. The Exhibitor expressly releases NELA from any such loss, damage, or injury.
- ▶ NELA shall not be liable for injury of any type from any cause to persons conducting or otherwise participating in the Convention or to invitees, guests, or employees of the Exhibitor.

- ▶ The agreement shall not constitute or be considered to be a partnership, joint venture, or agency relationship between NELA and the Exhibitor. Exhibitor hereby agrees to indemnify, hold harmless, and defend NELA, their respective officers, directors, volunteers, and employees (indemnities) from and against any and all liability, responsibility, loss, damage, cost, or expense of any kind whatsoever as they arise (including but not limited to court costs, interest, and attorney's fees) which the indemnities may occur, suffer, be part of, or be required to pay, incident to or arising directly or indirectly from any intentional or negligent act or omission or breach of these terms, conditions, and rules, or violations of any ordinance or statute by Exhibitor or any of its employees, servants, or agents. The Exhibitor assumes full responsibility and liability for the actions of its agents, employees, and independent contractors, whether acting within or without the scope of their authority, and agrees to indemnify, hold harmless, and defend the indemnities as expenses arise, from responsibility or liability resulting directly or indirectly, or jointly, from other causes which arise because of the acts or omission of its agents, employees, relatives, or independent contractors whether acting within or without the scope of authority.
- ▶ Exhibitor hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify, and save Hotel, its owners, its operator, Marriott International, Inc., and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses, or damages to persons or property, government charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of Hotel and its employees and agents.
- ▶ Exhibitor shall obtain and keep in force during the term of the installation and use of exhibit premises, policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the Contractual liability set forth in this Exhibit, in an amount not less than \$1,000,000.00 Combined Single Limit for personal injury and property damage.
- ▶ Hotel, its owners, its operators, and Marriott International, Inc. shall be included in such policies as additional named insureds. In addition, Exhibitor acknowledges that neither Hotel, its owners, its operators, nor Marriott International, Inc. maintain insurance covering Exhibitors property and that it is the sole responsibility of Exhibitor to obtain business interruption and property damage insurance insuring any losses by Exhibitor.
- ▶ NELA retains the right to make exceptions to the above "Rules and Regulations" as it deems appropriate.

I, the undersigned, acknowledge and agree that I have read and will comply with the Exhibit Rules and Regulations as set forth in this document.

Please sign, date, and return to National Employment Lawyers Association, Attention: Colleen Goodin, 2201 Broadway, Suite 402, Oakland, CA 94612, or fax to: (866) 593-7521, or email: cgoodin@nelahq.org

Name (please print)

Name of Organization/Company/Firm (please print)

Title

Signature

Date