



2013 Emergency Management Policy & Leadership Forum
Hotel Captain Cook • Anchorage, AK
September 8-12, 2013

Sponsor & Exhibitor Information

NEMA Forums are made possible by the generosity of our sponsors and exhibitors and to ensure quality networking opportunities, the number of sponsors and exhibitors is limited. Benefits of sponsorship include added visibility, increased name recognition, and building awareness of products and services. Additional benefits include an exhibit table, company name or logo in the forum materials and signage at the Forum. As an added benefit, a reception will be held in the exhibit area during the forum to give forum attendees an additional opportunity to visit the booths and speak with the sponsors and exhibitors.

Due to limited availability, sponsorships will sell out quickly. Remaining sponsorships will be posted to the NEMA website and updated often; however, sponsorships may sell out without notice. Applications will be accepted on a first come, first served basis. Please call Karen Cobuluis at (859) 244-8143 for additional information.

Available Sponsorship Opportunities

Platinum Sponsor \$10,000 each

Two (2) Forum registrations at no charge, exhibit table, your company name displayed prominently on signage, 2 tickets to private reception with state directors, listing in sponsor and exhibitor directory, company logo on NEMA website, company logo in forum app, pre- and post-forum attendee list, recognition of your sponsorship by NEMA President and company banner will be hung in the General Session room (banner provided by sponsor).

Gold Sponsor \$7,500 each

Two (2) Forum registrations at no charge, exhibit table, company name displayed on signage, listing in sponsor and exhibitor directory, company logo on NEMA website, company logo in forum app, pre- and post-forum attendee list, recognition of your sponsorship by NEMA President and your company banner will be hung in the General Session room (banner provided by sponsor).

Silver Sponsor \$5,000 each

Two (2) Forum registrations at no charge, exhibit table, company name displayed on signage, listing in sponsor and exhibitor directory, company logo on NEMA website, company logo in forum app, pre- and post-forum attendee list, and recognition of your sponsorship by NEMA President.

Forum Registration for Sponsors

Each sponsorship includes two (2) complimentary forum registrations. The complimentary forum registration allows access to all open forum events. Individual tickets for meals are not available. ***Additional complimentary registrations will not be assigned.*** Any and all additional attendees must register for the forum at the prevailing rate. No exceptions will be made.

Optional Additional Exhibitor Registrations

In order to accommodate additional attendees who come to assist with the exhibits, NEMA offers a 2-day Exhibitor Registration. This 2 day pass will allow attendees full access, including meals and receptions both days in which the exhibits are open. The cost is \$300 per person. There is a limit of 3 per exhibitor. Exhibitor Registrations can be added any time before August 11. Registration instructions will be sent with the sponsor confirmation.

Forum Schedule

A preliminary forum agenda will be available on the NEMA website and updated often. Changes to the agenda or arrangements are occasionally necessary due to a variety of reasons. NEMA staff will notify the pre-planning contact listed on the sponsor and exhibitor contracts of changes to the schedule which effect exhibit hours and days as soon as they occur. It is the responsibility of the pre-planning contact to notify affected staff from the sponsoring and exhibiting companies of these changes. It is highly recommended that all affected staff check the NEMA website often for updates and changes to the schedule.

Exhibits

Exhibits will be located in the Hotel Captain Cook. Exhibit spaces are 10 feet wide by 8 feet deep and will not be pipe and draped. The space will include a 6-foot table, 2 chairs, and a wastebasket. Electrical service and other items must be ordered through the facility at the sponsor's expense. Additional information will be provided when available.

Fees

A deposit of 50% is due on Silver, Gold and Platinum Sponsorships with this signed application to reserve the sponsorship. The balance is due on or before July 5, 2013. NEMA accepts Visa, MasterCard and American Express for deposits and payments. If you are faxing your application and payment will be sent separately, please reference the check number on your application.

Advertisements and Logos

Full color company logos must be submitted in JPEG format by . If they are not submitted in this manner, they cannot be used. Logos should be sent electronically to kcobuluis@csg.org and will be added to the website within 1 week of receipt.

Banners

Platinum and Gold Sponsors may provide a banner to be hung in the General Session room. The banner must not exceed 4 feet (48 inches) in width or height. Please bring banner to the Forum Registration desk no later than 12:00 noon on September 11. NEMA staff will arrange for it to be hung. Banners may be retrieved from the NEMA Registration Desk after 5:00 pm on September 12 following the conclusion of the General Session. If you would like your banner shipped back to you, please provide a pre-addressed UPS or FedEx container and the account number when the banner is dropped off.

Important Dates and Deadlines

To realize the full benefit of NEMA Forum sponsorship, it is very important to make note of all deadlines associated with the Forum. A list of important dates and deadlines is below and also on the NEMA website. All dates are subject to change. The pre-planning contact for each sponsor will be notified of changes in advance and with reasonable notice to respond, however, if submission deadlines are missed it will result in loss of benefits or opportunities all together.

Forum registration opens	June 24
Early Registration Deadline (\$50 discount)	June 30
Sponsor and exhibitor cancellation deadline	July 5
Final payment of sponsorship fees due	July 5
Logo submission deadline	July 5
On time and exhibitor registration deadline	August 4
Late registration deadline	August 11
Hotel cut-off date	August 26

Previous Sponsors

The list of past NEMA Forums sponsors is long and prestigious. Companies large and small have contributed their support and we are deeply appreciative of their participation. A list of previous sponsors is available upon request.

More Information

If you would like to sponsor the NEMA 2013 Emergency Management Policy & Leadership Forum in Anchorage, please complete and return the Sponsor Application and Contract which can be found on our website at www.nemaweb.org. If you need additional information please call Karen Cobuluis, Meeting & Marketing Coordinator with NEMA at (859) 244-8143 or email kcobuluis@csg.org.

Applications are accepted on a first come, first served basis with preference shown to NEMA members. Opportunities are limited and will sell out quickly.