



SPONSOR AND EXHIBITOR GUIDE

APRIL 26-28, SAN FRANCISCO





PEOPLE WHO CHANGE THE WORLD NEED THE TOOLS TO DO IT

"I loved that there was some spontaneity! Not the usual dry and 'buttoned-up' conference. This made the networking so much easier."

—2007 ATTENDEE

About NTEN: The Nonprofit Technology Network

NTEN is the membership organization of nonprofit professionals who put technology to use for their causes. NTEN is a community of peers who share technology solutions across the sector and support each other's work.

We enable our members to embrace advances in technology through knowledge sharing, trainings, research, and industry analysis. NTEN helps you do your job better, so you can make the world a better place.

Please join the growing NTEN network. Become a sponsor.

2009 Nonprofit Technology Conference April 26-28, San Francisco

More than 1,000 nonprofit staff and providers will convene in San Francisco in April 2009. The NTC will feature the annual "Science Fair," the NTC's premier exhibiting opportunity, a "Day of Service" for local nonprofit organizations, 100 breakout sessions and workshops, a networking party, and opportunities for affinity groups to convene.

Why Sponsor the NTC?

The Nonprofit Technology Conference is the single largest event focusing on nonprofits' use of technology. The 2009 NTC will attract more than 1,000 nonprofit technologists, decision makers, and leaders.

The NTC is your best opportunity to connect with senior nonprofit management, technology consultants, and nonprofit staff. We've got sponsorship packages to meet a variety of goals and budgets. Plus, we're a whole lot more fun than any other event.

Your NTC sponsorship gives you the unique opportunity to:

- Reach decision makers with your message.
- Communicate your leadership in the field.
- Show your commitment to the sector and its people.
- Have a good time while you're at it.



"This is probably the best gathering of people in my industry doing things I want to know about."

—2007 ATTENDEE

NTC Attendees Represent Key Target Markets

57% of attendees said that it helped them to identify software or services that they plan to buy in the future.

44% of attendees have purchasing authority at their organization.

67% of attendees are in an organizational role where they can recommend software.

Who Attends the NTC?

More than 1,000 nonprofit focused professionals will connect with colleagues, learn about the issues, share their knowledge with others, and, of course, have fun. Take a look at the make-up of the 2008 NTC and the larger NTEN community.

2008 NTC Demographics

1,150 Attendees 50% Nonprofit Staff 23% Leadership

Attendees Have Purchasing Power

In the next year, NTC attendees said they will consider purchasing:

39% Content Management System (CMS)
 37% Customer Resource Management (CRM)
 31% Fundraising Database
 33% Bulk Email
 31% Teleconference Services

Exhibiting at the NTC? Check out our Exhibitor's Guide on Page 13

NTEN Nonprofit Members



2008 Attendees by Job Function



Join NTEN

**Only NTEN members can sponsor and exhibit at the NTC.
Find out more at nten.org/join and join today!**

NTEN is a vibrant community of nonprofit and technology professionals who believe that good technology helps nonprofit organizations reach their missions and make the world a better place.

We help our members access the tools they need to use technology for their organizations effectively. We offer trainings, news, industry research, and discounts that help our members stay up-to-date with changing technology and put it to work for their causes. Join by checking the box on the sponsorship form included in the pocket of this folder, or online at nten.org/join.

As an NTEN member, you can:

- Be recognized as a supporting member of the nonprofit technology community.
- Be listed in and have full access to the NTEN Member Directory
- Offer discounts on your products and services to reach more of the NTEN community.
- Take advantage of discounts on NTEN events, trainings, products, and services available to your whole staff.
- Post the NTEN Member badge on your web site.
- Share knowledge by submitting a newsletter article or participating in NTC agenda planning.
- Join a discussion in our online Affinity Groups to learn what the community is saying and chime in yourself.
- Receive Vendor Satisfaction Reports at no cost, including member-exclusive access to the survey data.
- Benefit from additional opportunities for visibility in the NTEN community throughout the year.

Find out more about how you can benefit from NTEN membership at nten.org/providers.

Questions? Ready to book your sponsorship or exhibit?

Contact:

Holly Ross, Executive Director, NTEN
1220 SW Morrison St. #1305, Portland, OR 97205
email: holly@nten.org phone: 415.397.9000



“We love NTEN and the NTC Conference – you guys have really helped us to open up to the non-profit sector.”

—TRACI MAGLEBY, MOZY

Premium Sponsorship Opportunities

These packages provide sponsors with broad visibility before and during the conference. The NTC conference web site, program book, session materials, and signage highlight our premier sponsors.

Please note the number of Diamond, Platinum, Gold, and Silver sponsorships is limited, so please reserve your spot early.

Diamond

(2 Available) – \$20,000

- 5 complimentary conference registrations
- Upgrade to Double Premium booth spot at the Science Fair (20' wide x 10' deep)
- Evening reception sponsorship, including signs, on-screen logo, handouts, drink tickets with your logo, an NTEN welcome, and your 5 minute presentation from the podium
- 1 Product Spotlight session
- Pre-conference postal mailing list for opt-in attendees
- Post-conference email to ALL attendees (administered by NTEN)
- 2 NTEN Connect e-newsletter ads (projected 6,000 recipients)
- Inclusion in NTC Press Releases
- Logo on conference tote bag
- Logo on all general conference signs
- Logo on conference program book and plenary screens
- Logo and link in conference email messages
- Tote bag insert
- 1 Standard Exhibit space throughout entire conference
- Full-page ad in program book
- Logo and mention in conference newsletter that all attendees receive daily

Secure your sponsorship opportunity. Fill out the enclosed forms today!

Platinum

(3 Available) – \$15,000

- 4 complimentary conference registrations
- Upgrade to Double Premium booth spot at the Science Fair (20' wide x 10' deep)
- 1 Product Spotlight session
- Pre-conference postal mailing list for opt-in attendees
- Post-conference email to ALL attendees (administered by NTEN)
- 2 NTEN monthly member update ads (projected 6,000 recipients)



- Logo on conference tote bag
- Logo on all general conference signs
- Logo on conference program book and plenary screens
- Logo and link in conference email messages
- Tote bag insert
- 1 Standard Exhibit space throughout entire conference
- Full-page ad in program book
- Logo and mention in conference newsletter that all attendees receive daily

Gold Sponsorship

(4 Available) – \$10,000

- 3 complimentary conference registrations
- Post-conference email to opt-in attendees (administered by NTEN)
- 2 NTEN monthly member update ads (projected 8,000 recipients)
- Logo on conference tote bag
- Logo on all general conference signs
- Logo on conference program book and plenary screens
- Logo and link in conference email messages
- Tote bag insert
- 1 Standard Exhibit space throughout entire conference
- Full-page ad in program book
- Logo and mention in conference newsletter that all attendees receive daily

Silver Sponsorship

(6 Available) – \$ 7,500

- 2 complimentary conference registrations
- Logo on all general conference signs
- Logo on conference program book and plenary screens
- Logo and link in conference email messages
- Tote bag insert
- 1 Standard Exhibit space throughout entire conference
- Full-page ad in program book
- Logo and mention in conference newsletter that all attendees receive daily

A La Carte Sponsorship Opportunities

A la carte sponsorships allow you to reach specific NTC audiences through targeted outreach. Please note that numbers are limited.

Conference Program Book

(EXCLUSIVE Opportunity) – \$7,500

The conference program book is the one thing that no NTC attendee is ever without. Your sponsorship of the program book includes:

- Text link on the conference web site
- Full-color back cover ad
- Tote bag insert
- 1 complimentary Science Fair exhibit registration
- 2 complimentary conference registrations

Conference USB Drive

(EXCLUSIVE Opportunity) – \$12,000

Every attendee will receive a 256 MB USB thumb drive with the conference handouts and materials pre-loaded. This helpful item will certainly be used long after the conference is over. Your sponsorship includes:

- Text link on the conference web site
- Logo imprint on USB drive
- 1 PDF file pre-loaded on USB drive
- Custom printed insert in drive packaging
- Full-page program book ad
- Tote bag insert
- 1 complimentary Science Fair exhibit registration
- 2 complimentary conference registrations

COMBINED Program Book and USB Drive

(EXCLUSIVE Opportunity) – \$17,000

Sponsor both the program book and USB drive for a special price and receive all the benefits of both sponsorships.

“NTC Science Fair offered a great group of participants who were actively engaged with the exhibitors. That is rare!”

—DANA SAXON, IMENTOR



Wireless Internet

(EXCLUSIVE Opportunity) – \$20,000

Each day, attendees will enjoy free wireless Internet access throughout the conference space. Hundreds of attendees will get online throughout the day. Your sponsorship includes:

- Splash page with your content to load at time of each connection
- Text link on the conference web site
- Logo in conference program
- Mention in the conference newsletter
- Full-page ad in the program book
- Logo on plenary screens (Wireless Access Provided By You)
- 1 complimentary Science Fair exhibit registration
- 2 complimentary conference registrations

Conference Cyber-Café

(4 available) Single: \$3,000 / EXCLUSIVE (All Four): \$10,000

Who can resist checking email? The conference Cyber-Café will be located near the conference ballroom, a central gathering spot for all conference attendees. The Café will have installed laptops as well as Ethernet drops for attendees to connect to the Internet. Your sponsorship includes:

- Table at Cyber-Café with company materials
- Logo on Cyber-Café banner
- Text link on the conference web site
- Logo on signage throughout Café area
- Mention in the conference newsletter
- Full-page ad in the program book
- 1 complimentary conference registration per segment sponsored

Awards Luncheon

(EXCLUSIVE Opportunity) – \$6,000

The closing luncheon is one of the few times when all the conference attendees are in one place. We take this time to honor and highlight the good work of the folks in the NTEN community. Your sponsorship will support this unusually fun ceremony and allows you to present an award of your choice from the podium.

- Text link on the conference web site
- Presentation of award from podium (developed in collaboration with NTEN)
- Logo on on-site signage
- Logo on screen
- Mention in the conference newsletter
- Full-page ad in the program book
- Handouts on tables
- 1 complimentary Science Fair exhibit registration
- 2 complimentary conference registrations

NTC After-Party (4 available)

Single: \$6,000 / EXCLUSIVE (All Four): \$20,000

Each year, we make the most of our time together with an amazing party. Live entertainment, food, and drink will keep your guests entertained. The evening event is a highlight of every NTC, and a topic of conversation long after the event is over. Your sponsorship includes:

- Logo and link on conference web site
- Sponsor name in widely-publicized event title
- Logo on all drink tickets and party decorations
- Highly visible recognition in program book
- Ample on-site signage at after-party venue
- Welcome from podium
- Handouts at tables
- Logo and mention in conference newsletter
- Full-page ad in the program book
- 1 complimentary Science Fair exhibit registration per segment sponsored
- 1 complimentary conference registration per segment sponsored

“The NTC audience, exactly who we’re trying to reach, those with responsibility or management oversight for their nonprofit’s technology implementation, strategy or direction.”

—BARBARA KELLY
AMMADO INTERNET
SERVICES LTD.

Day of Service

(EXCLUSIVE Opportunity) – \$10,000

The NTC kicks off on Sunday with what we refer to as the Day of Service. Show your goodwill by sponsoring the day’s activities and having your name associated with this NTC tradition of giving back to our host community. Be a part of connecting NTC attendees to a variety of service projects with local organizations.

- Logo and link on conference web site
- Recognition in program book
- On-site signage at venue
- Handouts at tables
- Logo and mention in conference newsletter
- Full-page ad in the program book
- 1 complimentary Science Fair exhibit registration
- 2 complimentary conference registrations
- Lots of goodwill

Name Badges

(EXCLUSIVE Opportunity) – \$6,000

One of the most seen items in the conference will be the name badges around every attendee’s neck. Your one-color logo will be imprinted on the name badge holder in the color of your choice.

- Text link on the conference web site
- Full-page ad in the program book OR a tote bag insert
- 1 complimentary conference registration



The NTEN Member Lounge

(EXCLUSIVE Opportunity) – \$5,000

An oasis of networking, the NTC Member Lounge will be THE place to hang out when attendees are not in a session. Centrally located, the lounge will feature fun and comfortable nooks for networking, all-day refreshments, and LCD monitors with your logo and listings of the upcoming events and important NTC announcements. This year, the lounge will be outfitted with the game “Rock Band!” Now NTC Attendees can de-stress during breaks and after NTC official hours by rocking out, all thanks to you. We can work with you to customize the amenities to meet your needs and interests. Your sponsorship includes:

- Logo and link on conference web site
- Recognition in conference program
- On-site signage at venue
- Handouts at tables
- Mention in conference newsletter
- Full-page ad in the program book
- 1 complimentary Science Fair exhibit registration
- 1 complimentary conference registration

Social Calendar

(EXCLUSIVE Opportunity) – \$5,000

The NTC is known for its spontaneous networking opportunities. We want to provide attendees with a single place to go online to find out what’s happening on the NTC social scene. Do you have event management software to show off? Work with us to coordinate all social events through your software.

- Text link on the conference web site
- Mention in conference newsletter
- Listing on the conference agenda
- Full-page ad in the program book
- Your brand on the social calendar
- 1 complimentary Science Fair exhibit registration
- 1 complimentary conference registration

Room Keys

(EXCLUSIVE Opportunity) – \$5,000

Welcome attendees as they check in to the hotel with customized full color room keys with your logo.

- Text link on the conference web site
- Recognition in conference welcome letter
- Full-page ad in the program book OR a tote bag insert
- 1 complimentary conference registration

Conference Gift - Travel Mugs

(EXCLUSIVE Opportunity) – \$5,000

Techies love their coffee. Imprint your logo on travel mugs that conference attendees will carry around even when the NTC is just a memory.

- Text link on the conference web site
- Full-page ad in the program book OR a tote bag insert
- 1 complimentary conference registration

Ice Cream and Cookie Carts

(2 available) – \$3,500

They say that the way to a person's heart is through their stomach. So take advantage of the NTC breaks to ingratiate yourself with the attendees! We'll roll out the ice cream and cookie carts at break time and hand out your literature with each yummy treat. Your sponsorship includes:

- Text link on the conference web site
- Logo on on-site signage
- Mention in conference newsletter
- Listing on the conference agenda
- Full-page ad in the program book
- Branded napkins and cups
- Handouts on tables and with treats
- 1 complimentary conference registration

“The Science Fair was an incredibly helpful event for networking. I met very inspiring folks there, and was able to connect with colleagues that we'll be working with in the future.”

—2008 ATTENDEE

NTC Daily News (3 Available)

Single issue: \$1,000 / EXCLUSIVE (All Three): \$2,500

Promote your organization on the front page of the conference newsletter, where it's sure to be seen. The newsletter will be delivered daily (Sunday, Monday, Tuesday) to the rooms of attendees staying at the conference hotel, is distributed widely at conference events, and is made available to the entire NTEN community on the NTC web site. Your sponsorship includes:

- Text link on the conference web site
- 2 page grayscale insert in each issue
- Full-page ad in the program book
- 1 complimentary conference registration

Luggage Tags

(EXCLUSIVE Opportunity) – \$2,500

Your company will be jet setting in no time when you sponsor the NTC luggage tags. We'll attach these tags to each attendee registration tote bag. Your one-color logo will be printed on a tag in the color of your choice.

- Text link on the conference web site
- Full-page ad in the program book OR a tote bag insert
- 1 complimentary conference registration



Conference Scholarship

Full Scholarship: \$1,500 / Partial Scholarship: \$500

Demonstrate your commitment to helping nonprofits improve their use of technology by sponsoring scholarships for those who would not otherwise be able to attend. Your full scholarship sponsorship will support registration and hotel accommodations for one attendee. Your partial scholarship will cover registration for one attendee. Your sponsorship includes:

- Text link on the conference web site
- Mention in conference newsletter
- Full-page ad in the program book (full scholarships only)
- A huge thank you at the awards celebration!
- Grateful scholarship attendees and a lot of goodwill

Product Spotlight

(5-10 Available) Nonprofit: \$500/For Profit: \$2,500

A limited number of rooms will be made available during the conference for sponsored sessions. You can conduct a product demo, focus group, or hold an ad hoc session on a topic not covered in the agenda. Your sponsorship includes:

- Text link on the conference web site
- Listing in the program book
- Mention in conference newsletter
- Full-page ad in the program book
- 1 complimentary conference registration

(Please note that additional AV/IT and catering services for your session are available, but these are not included in the sponsorship price.)

Hospitality Suites

(6-12 Available) – \$1,500

Looking to hold a get-together at the NTC? Reserve a hospitality suite and we will give you a centrally located room set up to your specifications. You can use the room for public gatherings or invitation-only events – it's up to you!

Hospitality Suites are available in 4 hour blocks, from 9am to 1pm, 1pm to 5pm or 5pm to 9pm on Sunday, Monday, or Tuesday. Times are assigned on a first come, first served basis. Please note that food and beverage will need to be arranged by the sponsor directly with the hotel, to be billed separately.

Your sponsorship includes:

- Signage with company logo outside room
- Tote bag insert
- Text link on the conference web

Tote Bag Insert

\$1,000 or \$500 with any other sponsorship/exhibit

Get your message out to every single NTC attendee. We'll stuff a flier, pen, post-it note pad, or any other small promotional item into the conference tote bags that each attendee receives at registration.

Exhibit at the NTC “Science Fair”

Exhibit your product or company at the NTC “Science Fair,” a one-of-a-kind event. The Science Fair is held only on Day One of the conference. There are NO other competing events scheduled during this time and it is open to the public.

The Science Fair is also the scene of the NTC’s Opening Reception where we welcome attendees over food and drinks. As a result, the Science Fair is one of the most popular conference activities, attended by all. Space is limited and we sell out every year, so please confirm your space at the Science Fair early!

*“I love the Science Fair.
It’s like walking
down NPtechville’s
Main Street.”*

—2008 ATTENDEE

Science Fair Exhibitor Package

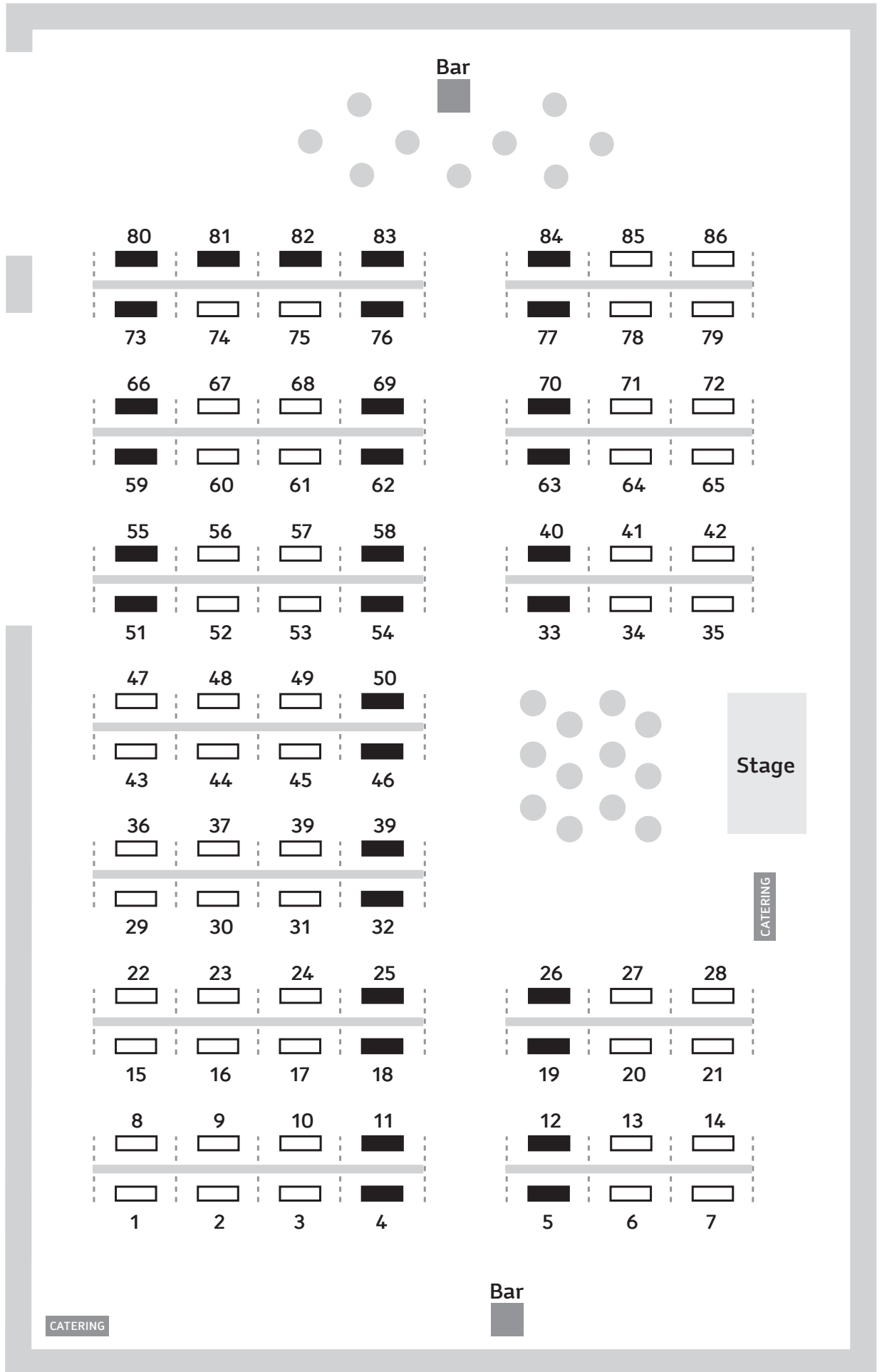
- One 10’ wide x 8’ deep dedicated exhibit area
- One 2’ x 6’ skirted table
- 2 chairs
- One power strip
- Wireless high-speed Internet Access
- One 17” flat panel display monitor
- One 11”x17” black and white sign
- Inclusion of contact information and exhibit description in the conference program book
- Inclusion of contact information and exhibit description in the “Science Fair Guide” to be provided to all Science Fair attendees
- Inclusion of contact information and link to Exhibitor web site from the conference web site, accessible for a minimum of six months from the conference conclusion
- One Full-page color ad in the conference program book
- One complimentary registration for the 2009 conference, one additional complimentary registration for the Science Fair only. Additional conference registrations can be purchased for the lowest available price

Science Fair Exhibit Upgrades

- **Premium Space:** Choose from among the most high-traffic areas at the NTC for an additional \$250. See map on page 14 for Premium Space locations.
- **Multiple Booths:** Purchase multiple booths and get a 10% discount on each additional booth purchased.

**2009
Science Fair
Map**

= Premium Booth
 = Drape



Deadlines

We'll need a few things from you to fulfill our end of the sponsorship bargain. Please review your sponsorship benefits carefully, and supply us with the items we'll need by the date indicated below.

Complimentary Conference Registrations

Some sponsorships include conference registrations. Send the name(s) and contact information of your representative(s) to Anna Richter at anna@nten.org. We'll send you a confirmation email. **Due: February 15, 2009**

Tote Bag Inserts

Diamond, Platinum, Gold, Silver, and Tote Bag Insert sponsors can include a single item in the conference tote bags. We'll follow up with shipping details. **Due: April 23, 2009**

Program Book Advertisements

Program Book ads must be submitted as PDF documents, 5 MB file size limit. Ads must be formatted in CMYK, and designed for an 8 1/2" by 11" page with 1/4" margins on all sides. **Due: February 22, 2009**. Upload your files at <http://nten.org/ntc/programads>

Logos

Sponsors need to submit logos for use in print and on the web. All logos must be .eps files with resolution of at least 200 pixels. Logo files should be 150 to 200 pixels wide, 5 MB file size limit. **Due: February 22, 2009**. Upload your files at <http://nten.org/ntc/logos>

Product Spotlight Descriptions

If you are sponsoring a session, you'll need to tell us what you're planning to do. Send us a 100-word session description to include in the program materials, and any AV/IT or catering requirements (additional fees may apply). The sooner you get your descriptions to us, the sooner we can add it to the website, and the more people will know about your session. **Due: February 15, 2009**. Email to Anna Richter at anna@nten.org

Shipping Other Materials

If you need to send other materials for use at the conference, you're responsible for arranging your own shipping. Due to hotel restrictions, shipping will be handled by an exhibit management company. Shipping details and costs will be sent out at a later date. **Due: April 23, 2009**

Science Fair Registrations

If you'd like to exhibit at the Science Fair, complete the form in the pocket of this booklet and fax to Anna Richter at 415.814.4056. Some exhibitor options include complimentary Science Fair registrations. Send the name(s) and contact information of your representative(s) to Anna Richter at anna@nten.org. We'll send you a confirmation email. **Due: February 15, 2009**

The Fine Print

Payment in full is due 30 days from receipt of invoice. Sponsorship opportunities are offered at the sole discretion of NTEN. NTEN reserves the right to cancel any sponsorship arrangement at any time without penalty by giving notice of termination and refunding sponsorship fees. All sponsorships are conditioned on timely receipt of ad copy or other materials in an acceptable format. Late or unusable materials may be omitted without refund, or corrected at an additional charge, at NTEN's sole discretion. Sponsorship fees are non-refundable. For information about our cancellation policy, visit the NTEN website at www.nten.org/conferences-cancellation or contact Anna Richter at 415.397.9000 or anna@nten.org.

Conference Exhibitor Agreement – Part I

1. Science Fair – The purpose of the Science Fair is to provide 2009 Nonprofit Technology Conference attendees with information about the latest research, tools, and applications of technology in the nonprofit space. Exhibitors are encouraged to embrace and reflect the fun and creative spirit of the Science Fair in their exhibits.

2. Science Fair Site and Time – The Science Fair will be held on Sunday, April 26, 2009 at the Hilton San Francisco from 3pm to 8pm, in conjunction with the opening reception. NTEN reserves the right, at its discretion, to change the site, hours, or dates. NTEN will attempt to notify Exhibitor of any changes as far in advance as possible.

3. Exhibit Rates – In return for exhibit space and exhibit promotional services described in this Agreement, fees are as follows (please note that there is no additional fee for exhibiting if it is included in your sponsorship package):

Science Fair Exhibitor Fees	NTEN Members	Premium Space
Nonprofits		
Budget of less than \$1 Million	\$600	\$850
Budget between \$1 and \$5 Million	\$800	\$1,050
Budget of more than \$5 Million	\$1,000	\$1,250
For Profits		
Revenues less than \$1 Million	\$1,200	\$1,450
Revenues between \$1 and \$5 Million	\$1,500	\$1,750
Revenues more than \$1 Million	\$2,000	\$2,250

- **Premium Space:** Choose from among the most high-traffic areas at the NTC for an additional \$250. See map on page X for Premium Space locations.

- **Multiple Booths:** Purchase multiple booths and get a 10% discount on each additional booth purchased.

4. Exhibit Dimensions and Furnished Equipment –

Each Science Fair space will consist of the following:

- One 10' wide x 8' deep dedicated exhibit area
- One 2' x 6' skirted table and 2 chairs
- One power strip
- Wireless high-speed Internet Access
- One 17" flat panel display monitor
- One 11"x17" black and white sign

5. Promotional Services and Other Benefits – Each Science Fair Exhibitor will be provided with the following services and benefits:

- Inclusion of contact information and exhibit description in the conference program book.
- Inclusion of contact information and exhibit description in the Science Fair Guide provided to all Science Fair attendees.
- Inclusion of contact information and link to Exhibitor website from the conference website, accessible for a minimum of six months from the conference conclusion.
- One full-page color ad in the conference program book.
- One complimentary registration for the 2009 conference, one additional complimentary registration for the Science Fair only. Additional conference registrations can be purchased for the lowest available price.

6. Receipt of Benefits – All information requested of Exhibitor by NTEN to fulfill sponsor benefits must be received by March 1, 2009. This includes, but is not limited to, text for signage and other promotional materials, name and contact information for booth staffers, and for free registrant, and conference book program ad. Exhibitor will receive instructions for submitting this information upon receipt of full payment. Information submitted to NTEN will be considered complete and final. NTEN is not responsible for typographical, grammatical, or other errors in information submitted by Exhibitor.

7. Payment for Space – Full payment must be received by February 1, 2009. In the instance that payment has not been received by that date, Exhibitor forfeits reservation.

8. Cancellation – In the event that the Exhibitor wishes to cancel the exhibit space granted in this Agreement, Exhibitor must send a notice of cancellation in writing to NTEN, c/o Anna Richter. Requests can be submitted via email, fax or mail to anna@nten.org, 415.814.4056, or 1220 SW Morrison

St. #1305, Portland, OR 97205. If Exhibitor cancels by December 31, 2008, 75% of the fee will be refunded. After December 31, 2008, no refunds will be issued.

9. Exhibit Space Allocation – NTEN will attempt to assign exhibit space in the order in which payment in full is received. If Exhibitor's choice of space is not available, NTEN will attempt to assign what is considered the best remaining available space. NTEN reserves the right, at its sole discretion, to designate exhibit space or make changes in the location, size, layout, arrangement, and display limits of the exhibits. Exhibitor agrees to accept relocation in other exhibit space of comparable area should such a relocation become necessary.

10. Food and Beverage Service – Exhibitors interested in offering any food and/or beverage items, except for small novelty items, as part of their exhibit, must purchase these items from the hotel's catering department.

11. Shipment, Delivery, and Handling of Exhibit Materials – Each Exhibitor is responsible for making arrangements with the contracted exhibit management company for the handling of its exhibit materials, including receiving, delivery of materials to the Exhibitor's space, storage of empty cartons during the Science Fair hours, and the pick up and shipment of outbound materials. NTEN assumes no responsibility for the loss or damage of materials shipped directly to the hotel.

12. Exhibit Staffing – The Science Fair will be open for move-in at 12 pm on Sunday, April 26. All exhibits must be in place by 3pm on Sunday, April 26. Dismantling may not begin before 8 pm on Sunday, April 26.

13. Force Majeure – NTEN shall not be held responsible for any loss, damage, or delay due to strikes, walkouts, Acts of God, governmental restrictions, enemy action, civil commotion, unavoidable casualty, or other causes similar or dissimilar, beyond the control of NTEN.

14. No Endorsement – NTEN does not endorse any of the products or services of the Exhibitor. Exhibitor acknowledges and agrees that any representation to the contrary made by the Exhibitor to any third party shall constitute a breach of this Agreement.

15. Agreement to Guidelines – Exhibitor agrees that the exhibiting company, and its employees and agents, will abide by this Agreement and by any amendments that may be put into affect by NTEN. The Exhibitor Agreement must be signed by an official of the exhibiting organization indicating that this Agreement has been read and agreed to, before any space assignment will be made. All matters and questions not covered by this Agreement and all interpretations of this Agreement are subject to final decision by NTEN. All questions should be addressed to Anna Richter, Program

Sponsorship Registration Form



1. Logistics Contact Information

CONTACT PERSON	TITLE	
NAME OF COMPANY		
ADDRESS		
CITY	STATE	ZIP
TELEPHONE	FAX	
EMAIL	WEBSITE	

2. Complimentary Conference Attendees Contact Information

- | | |
|----------------|-------|
| CONTACT PERSON | TITLE |
| EMAIL | |
- | | |
|----------------|-------|
| CONTACT PERSON | TITLE |
| EMAIL | |
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| CONTACT PERSON | TITLE |
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| CONTACT PERSON | TITLE |
| EMAIL | |

3. NTEN Membership

If you are not already an NTEN Member, please join now to sponsor or exhibit.

(Note: Rates will increase in 2009, so join now!)

Nonprofits

- \$60 – Budget of less than \$500,000
- \$100 – Budget between \$500,000 and \$2 Million
- \$150 – Budget of more than \$2 Million

For Profits

- \$125 – Revenues less than \$500,000
- \$200 – Revenues between \$500,000 and \$2 Million
- \$300 – Revenues more than \$2 Million

Membership Total: \$ _____

**Please select your sponsorship options on the following page.
Fax both pages to Holly Ross at 415.814.4056.**

4. Sponsorship Opportunities

Diamond Package (2 Available)	<input type="checkbox"/> \$20,000	
Platinum Package (3 Available)	<input type="checkbox"/> \$15,000	
Gold Package (4 Available)	<input type="checkbox"/> \$10,000	
Silver Package (6 Available)	<input type="checkbox"/> \$7,500	
Wireless Internet (Exclusive)	<input type="checkbox"/> \$20,00	
Conference Program Book	<input type="checkbox"/> \$7,500 (Exclusive)	
Conference USB Drive	<input type="checkbox"/> \$12,000(Exclusive)	
Combined Program Book and USB Drive	<input type="checkbox"/> \$17,000 (Exclusive)	
Conference Cyber Café (4 Available)	<input type="checkbox"/> \$3,000 (Single)	<input type="checkbox"/> \$10,000 (Exclusive)
Wireless Internet	<input type="checkbox"/> \$10,000 (Exclusive)	
Awards Luncheon	<input type="checkbox"/> \$6,000 (Exclusive)	
NTC After-Party	<input type="checkbox"/> \$6,000 (Single)	<input type="checkbox"/> \$20,000 (Exclusive)
Day of Service	<input type="checkbox"/> \$10,000 (Exclusive)	
Name Badges	<input type="checkbox"/> \$6,000 (Exclusive)	
NTEN Member Lounge	<input type="checkbox"/> \$5,000 (Exclusive)	
Social Calendar	<input type="checkbox"/> \$5,000 (Exclusive)	
Room Keys	<input type="checkbox"/> \$5,000 (Exclusive)	
Conference Gift	<input type="checkbox"/> \$5,000 (Exclusive)	
Ice Cream and Cookie Carts (2 Available)	<input type="checkbox"/> \$3,500	
NTC Daily News	<input type="checkbox"/> \$1,000 (Single)	<input type="checkbox"/> \$2,500 (Exclusive)
Luggage Tags	<input type="checkbox"/> \$2,500 (Exclusive)	
Conference Scholarship	<input type="checkbox"/> \$1,500 (Full)	<input type="checkbox"/> \$500 (Partial)
Product Spotlight	<input type="checkbox"/> \$500 (Nonprofit)	<input type="checkbox"/> \$2,500 (For Profit)
Hospitality Suites	<input type="checkbox"/> \$1,500	
Tote Bag Insert	<input type="checkbox"/> \$1,000	<input type="checkbox"/> \$500 (with other sponsorship)
Sponsorship Total: \$ _____		Total Due: \$ _____

5. Payment

Payment is due 30 days from submission of this form, no later than March 1, 2009. Please make checks payable to "NTEN", 1220 SW Morrison, Suite #1305, Portland, OR 97205. Your placement is not guaranteed and no benefits will be granted until payment is received in full. **Full Payment is due by March 1, 2009.**

Method of Payment (US funds only): Check (payable to NTEN) Visa MC Amex

CARD NUMBER	EXPIRATION DATE
NAME ON CARD	SIGNATURE

6. Contract Acceptance

Agreed to and accepted by Sponsor:

SIGNATURE	DATE
PRINTED NAME	TITLE

Exhibitor Registration Form



1. Logistics Contact Information

CONTACT PERSON	TITLE	
NAME OF COMPANY		
ADDRESS		
CITY	STATE	ZIP
TELEPHONE	FAX	
EMAIL	WEBSITE	

2. Complimentary Conference Attendees Contact Information

If same as above, please check here and leave area blank.

CONTACT PERSON	TITLE
EMAIL	

3. Choice of Science Fair Booth Location (See Page 14 for Map)

1st choice	<input type="text"/>	2nd choice	<input type="text"/>	3rd choice	<input type="text"/>
4th choice	<input type="text"/>	5th choice	<input type="text"/>	6th choice	<input type="text"/>

NTEN will attempt to assign exhibit space in the order in which payment in full is received. If Exhibitor's choice of space is not available, NTEN will attempt to assign what is considered the best remaining available space. NTEN reserves the right, at its sole discretion, to designate exhibit space or make changes in the location, size, layout, arrangement and display limits of the exhibits. Exhibitor agrees to accept relocation in other exhibit space of comparable area should such a relocation become necessary.

4. NTEN Membership

If you are not already an NTEN Member, please join now to sponsor or exhibit.

(Note: Rates will increase in 2009, so join now!)

Nonprofits	For Profits
<input type="checkbox"/> \$60 - Budget of less than \$500,000	<input type="checkbox"/> \$125 - Revenues less than \$500,000
<input type="checkbox"/> \$100 - Budget between \$500,000 and \$2 Million	<input type="checkbox"/> \$200 - Revenues between \$500,000 and \$2 Million
<input type="checkbox"/> \$150 - Budget of more than \$2 Million	<input type="checkbox"/> \$300 - Revenues more than \$2 Million

Membership Total: \$ _____

5. Science Fair Exhibitor Rates

Premium Space: Choose from among the most high-traffic areas at the NTC for an additional \$250. See map on page 14 for Premium Space locations.

Multiple Booths: Purchase multiple booths and get a 10% discount on each additional booth purchased.

Regular Space

Nonprofits	For Profits
<input type="checkbox"/> \$600 - Budget of less than \$1 Million	<input type="checkbox"/> \$1,200 - Revenues less than \$1 Million
<input type="checkbox"/> \$800 - Budget between \$1 and \$5 Million	<input type="checkbox"/> \$1,500 - Revenues between \$1 and \$5 Million
<input type="checkbox"/> \$1,000 - Budget Budget of more than \$5 Million	<input type="checkbox"/> \$2,000 - Revenues more than \$5 Million
<input type="checkbox"/> \$0 - Included in Sponsorship	<input type="checkbox"/> \$0 - Included in Sponsorship

Premium Space

Nonprofits	For Profits
<input type="checkbox"/> \$850 - Budget of less than \$1 Million	<input type="checkbox"/> \$1,450 - Revenues less than \$1 Million
<input type="checkbox"/> \$1,050 - Budget between \$1 and \$5 Million	<input type="checkbox"/> \$1,750 - Revenues between \$1 and \$5 Million
<input type="checkbox"/> \$1,250 - Budget Budget of more than \$5 Million	<input type="checkbox"/> \$2,250 - Revenues more than \$5 Million
<input type="checkbox"/> \$250 - Included in Sponsorship	<input type="checkbox"/> \$250 - Included in Sponsorship

Exhibitor Total: \$ _____

Membership Total: \$ _____

Discount Total: \$ _____

Total Due: \$ _____

6. Payment

Payment is due 30 days from submission of this form, no later than March 1, 2009. Please make checks payable to "NTEN", 1220 SW Morrison, Suite #1305, Portland, OR 97205. Your placement is not guaranteed and no benefits will be granted until payment is received in full. **Full Payment is due by March 1, 2009**

Method of Payment (US funds only): Check (payable to NTEN) Visa MC Amex

CARD NUMBER

EXPIRATION DATE

NAME ON CARD

SIGNATURE

7. Contract Acceptance (Please refer to the Conference Exhibitor Agreement on pages 15-16)

The Exhibitor acknowledges that a duly authorized representative of the Exhibitor has read and understands the provisions of the Agreement and acknowledges and agrees that the Exhibitor will be bound by them. The Exhibitor understands and agrees that this Agreement does not bind NTEN until full payment is received from Exhibitor.

Agreed to and accepted by Exhibitor:

SIGNATURE

DATE

PRINTED NAME

TITLE