

NAFSA: ASSOCIATION OF INTERNATIONAL EDUCATORS

**Region II: Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, Utah,
Wyoming**

We would like to invite you to participate as an exhibitor/advertiser/sponsor in conjunction with the upcoming NAFSA: Association of International Educators Region II conference in **Park City, Utah**. We are expecting about 300 people at this year's conference, which will be held at the Park City Marriott from October 21 to 24, 2008. Check out www.parkcitymarriott.com

The theme of the conference is “**Crossroads in International Education in the Crossroads of the West.**” We came to this theme after realizing that we are indeed at a crossroads...looking at the impact of globalization, international travel and what it means to be an international educator and world citizen.

The exhibit space is located in two of the ballrooms. Please see the attached form for fees and ways for you to be involved. Workshops are on Monday and Tuesday. The Opening Reception is Tuesday evening. Exhibitor set-up will be open at 3:00 p.m. on Tuesday. The exhibit area will open to conference attendees Wednesday morning, October 22nd at 8:00am and continue to 5:00 pm on Thursday, October 23rd. Sessions continue on Friday morning. **Go to <http://region2.nafsa.org/conferences/> for the latest information.**

If you would like to exhibit, sponsor an event, or advertise at the NAFSA conference, please indicate this on the enclosed form. Likewise, if you are unable to attend the conference but would like to purchase advertising space in our conference brochure and signs or include your own insert in the registration packet, please indicate this on the enclosed form.

Please direct all correspondence, payments, exhibitor registration forms (which includes opportunities for sponsoring events), and advertising to:

Malcolm Miguel Botto
Brigham Young University – International Study Programs
204E HRCB, Provo, Utah 84602
malcolm_botto@byu.edu
801-422-6677
Fax: 801-422-0381

At the **Crossroads in International Education**, one of our concerns is to reduce our impact on the diverse world we love. We encourage you to support this theme by offering environmentally friendly promotional material, reducing our use of materials, and participate in recycling efforts.

Fall is a beautiful time in Utah. Depending on the weather you can find yourself hitting the slopes or going on an autumn hike. It is the perfect place for activities that promote our natural environment. We look forward to your participation at our conference in Park City.

Sincerely,

Mark H. Hough
mhough@hthworldwide.com
Exhibit Co-Chair
NAFSA: AIE, Region II

Malcolm Miguel Botto
malcolm_botto@byu.edu
Exhibit Co-Chair
NAFSA: AIE, Region II

For Your Information:

Conference Registration:

- Registration is included for one exhibitor from your organization. Please **do not** fill out the regular conference registration form for this one person from your organization. Additional exhibitors must register for the conference. Registration forms will be available on-line by August 1.
- Hotel reservation must be made **directly** with the hotel by using their online reservation system: <https://resweb.passkey.com/go/RII> or by calling 1-800-266-9432. The Conference rate is \$89 per night plus 10.40% tax. Rooms are limited and reservations must be made prior to September 6th, 2008 to obtain the special conference room rate.

Exhibit Area:

- The Exhibit Area will be in two of the Marriott's four ballrooms. These ballrooms are adjacent to session rooms and will therefore be a main gathering place for the conference. Coffee breaks will take place within the Exhibit ballroom, inviting more atmosphere for mingling and networking. The Exhibit ballrooms will be secure after hours.
- Large displays are discouraged. Electricity and wireless internet access are available. There is a \$20 daily charge for internet access.
- The official exhibit opening will be Wednesday morning, October 22nd at 8:00 AM.
- Coffee breaks will vary from day to day but, in general, they will take place at about 9:45 - 10:15am and 3:15 - 3:45pm.
- Ship items to the following address to arrive no sooner than October 1, 2008 and no later than October 17, 2008. Send to the attention of:
Alison VanDerwege, International Office, University of Utah
200 South Central Campus Drive, Union 159
Salt Lake City, UT 84112 Phone: 1-801-581-5849
Send Alison an email (avanderwege@sa.utah.edu) about how many items you are sending so she can look for them. Please note that shipping directly to the hotel will mean incurring extra charges.

Advertising:

- All exhibitors receive a free 1/4 page ad in the 8.5" x 11" program book. This free ad may be upgraded to a larger ad by paying the difference above the \$100 allowance for a 1/4 page ad.
- Art work may be emailed via .pdf file to Malcolm Botto malcolm_botto@byu.edu **no later than August 6th**. Advertising space will be assigned on a first-come/first-serve basis. All art work must be black and white. All fonts and graphics must be embedded in the image.

Meals:

- The Plenary Lunch, State Breakfast, and Regional Breakfast meals are included for the one person from your organization who is receiving the complimentary registration. (Other persons from your organization should fill out the regular conference registration form(s) and pay separately from this Exhibitor's Registration form.) However, we want to reduce the waste of unused meals. Please indicate on the exhibitor registration form which, if any, of the three meals you plan to attend. The Opening Reception is included in the fee for all conference registrants.

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Region II: Arizona, New Mexico, Montana, Wyoming, Utah,
Nebraska, Colorado, Kansas

Region II Annual Conference

October 21 – October 24, 2008, Park City Marriott, Park City, Utah

SPONSOR, EXHIBIT, & PROGRAM ADVERTISEMENT REGISTRATION FORM

Contact person: _____ Company: _____

Person attending conference: _____

(One person only is covered under the exhibitor fee, so please only list this one person here. Others attending should fill out a regular conference registration form, pay the fee and send it to the conference registrar under separate cover.)

Title: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Phone: _____ Fax: _____ Email: _____

PLEASE CHECK ALL THAT APPLY.

Yes, I would like to be an EXHIBITOR during the conference. I will pay \$500 for an exhibit space with a 6' table and a chair, one complimentary conference registration for one individual and a 1/4 page advertisement in the conference program*. All exhibitors will be located in the ballroom. Reservations due by August 6, 2008. The number of exhibitors is limited, so register early!

Yes, I would like to purchase **ADVERTISEMENT** space in the conference program for an **ADDITIONAL** cost.*

- | | |
|---|--|
| <input type="checkbox"/> Back cover (\$ 500) | <input type="checkbox"/> Inside back cover (\$ 350) |
| <input type="checkbox"/> Inside front cover (\$450) | <input type="checkbox"/> Business card (\$ 50) |
| <input type="checkbox"/> Quarter page (\$ 100) 3.25" x 4.75" | <input type="checkbox"/> Full page (\$ 250) size: 7" x 10" |
| <input type="checkbox"/> Half page (\$ 150) size: 7"x 4.75" (horizontal x vertical) | |

*Note: Only PDF art will be accepted. All art work is due by August 6, 2008.

- Registration Packet Flier**, cost: \$200 (Vendor provides 300 copies of the flier)
 Exhibitor Internet Access, cost: \$20 per day

Yes, I would like to **SPONSOR** a special event. You may sponsor or co-sponsor any of the events below.
(*check below your choice of event and circle or otherwise indicate the dollar amount*)

- Opening Reception, Sponsor: \$1,000. Co-sponsor: \$500
 Coffee Breaks - 4 breaks throughout the conference. Cost: \$250 for each break (number of breaks?
 Plenary Luncheon, Sponsor: \$1,000. Co-sponsor: \$500

Yes, I would like to ATTEND the following meals:

Meals: Plenary Lunch (Wed.) State Breakfast (Thurs.) Regional Breakfast (Fri.)

All requests are accepted and determined in order of registration form and check received.

Note: Agreement to accept a donation does not provide the donor with the right to use NAFSA's name or logo or to imply NAFSA's endorsement.

Please send this form and check to:

(check payable to "NAFSA: Region II ")

Email: malcolm_botto@byu.edu

Malcolm Botto
BYU, 204 HRCB
Provo, UT 84602
Phone: 801-422-6677
Fax: 801-422-0381

Exhibitor shall be fully responsible to pay for any and all damages to property owned by the Hotel, its owners or managers which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the Hotel, its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates from any damages or charges resulting from or arising from or out of the Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, the Hotel or any part thereof. The Exhibitor understands that the Hotel does not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain such insurance.