



## EXHIBITOR & SPONSORSHIP AGREEMENT

# TODAY'S RESILIENCE = TOMORROW'S REWARDS

NIEAPA 34<sup>th</sup> ANNUAL CONFERENCE

Tuesday, June 5, 2012

The Stonegate Conference Center

2401 Higgins Road

Hoffman Estates, Illinois

Dear Friend of NIEAPA,

We promised an encore performance following the success of our 33<sup>rd</sup> Annual Conference, and NIEAPA delivered! Our 2011 Conference attained outstanding participation among exhibitors and attendees. Most importantly, the Conference provided a venue for substantive and meaningful discussion on workplace-based behavioral health and related issues.

We want to remind you, our exhibitors, about how to qualify for the 15% “full participation” discount. Simply advertise in the Conference book and select a food sponsorship level, and your entire registration is discounted 15%. Additional Conference passes, however, are not eligible for the 15% discount since they are already reduced in price.

If this is your first time exhibiting at NIEAPA’s annual Conference you are going to love the experience.

We look forward to receiving your registration.

Cordially,

**Chris Drake, LCSW, CEAP**

President

Northern Illinois Chapter

Employee Assistance Professionals Association

312-986-4264

*drakec@metrofamily.org*

## EXHIBITOR SPACE

**LARGE EXHIBIT SPACE \$550**

Includes a 10' x 8' booth, one 2' x 6' skirted display table, a chair, and one complimentary Conference pass and lunch ticket for use by the booth exhibitor. Electrical outlet is available for only \$25. Also includes the option to purchase up to five discounted Conference passes, including lunch, at the cost of \$100 per person

\$ \_\_\_\_\_ \$550 Exhibit Space

\$ \_\_\_\_\_ Electrical outlet - \$25

\$ \_\_\_\_\_ Conference Book Advertisement (*Required for 15% discount - See page 3 for details*)

\$ \_\_\_\_\_ Food Sponsorship (*Required for 15% discount - See page 3 for details*)

\$ \_\_\_\_\_ **Sub-total**

\$( \_\_\_\_\_ ) **Less 15% Discount for FULL PARTICIPATION**

(*Exhibit Space, One Advertisement, One Food Sponsorship combination for eligibility*)

\$ \_\_\_\_\_ **Sub-total**

\$ \_\_\_\_\_ **Add** \_\_\_\_\_ Number of Conference passes at \$100 each including lunch

(*See box on page 4 for prepaid registration instructions.*)

\$ \_\_\_\_\_ **Total Enclosed.** Please make check payable to NIEAPA.

(*Please complete all of the required information on page 3 and maintain a copy of page 4 for your reference.*)

**Yes! I will donate an item to the Self-Care Door Prize** (*See page 3 for details.*)

**STANDARD EXHIBIT SPACE \$330**

Includes a 6' x 6' booth, one 2' x 4' skirted display table, a chair, and one complimentary Conference pass and lunch ticket for use by the booth exhibitor. Electrical outlet is available for only \$25. Also includes the option to purchase up to two discounted Conference passes, including lunch, at the cost of \$100 per person.

\$ \_\_\_\_\_ \$330 Exhibit Space

\$ \_\_\_\_\_ Electrical outlet - \$25

\$ \_\_\_\_\_ Conference Book Advertisement (*Required for 15% discount - See page 3 for details*)

\$ \_\_\_\_\_ Food Sponsorship (*Required for 15% discount - See page 3 for details*)

\$ \_\_\_\_\_ **Sub-total**

\$( \_\_\_\_\_ ) **Less 15% Discount for FULL PARTICIPATION**

(*Exhibit Space, One Advertisement, One Food Sponsorship combination for eligibility*)

\$ \_\_\_\_\_ Sub-total

\$ \_\_\_\_\_ **Add** \_\_\_\_\_ Number of Conference passes at \$100 each including lunch

(*See box on page 4 for prepaid registration instructions.*)

\$ \_\_\_\_\_ **Total Enclosed.** Please make check payable to NIEAPA.

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**Yes! I will donate an item to the Self-Care Door Prize** (*See page 3 for details.*)

**SOLO PRIVATE PRACTITIONER SPACE \$225. THIS OPTION IS AVAILABLE FOR SOLO PRACTITIONERS ONLY. GROUP PRACTICES, PLEASE SEE OPTIONS LISTED ABOVE.**

Includes a prominent marketing display and networking area for the exclusive use of solo private practitioners and one complimentary Conference pass and lunch ticket. The area will be strategically located near a refreshment table. A large Chicagoland map will identify your office location(s). **PLUS...**Includes a Patron Business Card Size Ad in the Conference Book. (*See page 3 for details.*)

\$ \_\_\_\_\_ \$225.00 total enclosed. (A combined savings of \$75.00.)

Please include your business card in hard copy or send a digital image via email no later than May 2, 2011.

Please make check payable to NIEAPA.

(*Please complete all of the required information on page 3 and maintain a copy of page 4 for your reference.*)

**Yes! I will donate an item to the Self-Care Door Prize** (*See page 3 for details.*)



## EXHIBITOR RESPONSIBILITIES

### Large and Standard Exhibitor Responsibilities

- Exhibit set-up times are 6:30 am – 7:45 am on Tuesday, June 5, 2012.  
***PLEASE BE SURE TO HAVE YOUR BOOTH SET UP NO LATER THAN 7:45 AM.***
- Each exhibitor is responsible for installing, dismantling, and removing their own display materials. Exhibits must be attended by at least one person from the exhibiting organization from 7:45 am-3:30 pm during the times designated as “**Break-Visit Exhibits**” on the day’s agenda.
- If you wish to ship materials, please contact ***George Terzakis, 312-852-3900***, to secure arrangements. All Large and Standard Exhibits can be broken down after the final afternoon break at 3:30 pm for maximum exposure.
- **PLEASE DO NOT DISMANTLE YOUR EXHIBIT UNTIL AFTER 3:30 PM ON THE DAY OF THE CONFERENCE. MATERIALS MUST BE REMOVED NO LATER THAN 6:00 PM.**

### EXHIBITOR

### PREPAID REGISTRATION INSTRUCTIONS

*If you have purchased additional Conference passes, you do not need to send the attendees’ names in with this form. When Conference program brochures are received in the mail, please instruct your prepaid attendees to:*

1. *Fill in the brochure registration form*
2. *Check their workshop selections and lunch choice (if vegetarian)*
3. *Check the “Exhibitor Pre-paid” box*
4. *Mail or fax their individual registration forms to NIEAPA (prepaid attendee registrations are not accepted on line)*

*Thank you.*

### Private (Solo) Practitioner Responsibilities:

- Exhibit set-up times are 6:30 am – 7:45 am on Tuesday, June 5, 2012.
- Send the list of addresses of all practice locations along with this signed contract.

*Cancellations will be accepted with no cancellation fee prior to May 11, 2012.*

*Cancellations after May 11, 2011, will incur a \$75 fee.*

**For more information, please contact one of the Sponsorship Committee Members:**

Maureen Collins	Sponsorship Co-Chair	847-795-3964	<a href="mailto:maureen.collins@advocatehealth.com">maureen.collins@advocatehealth.com</a>
George Terzakis	Sponsorship Co-Chair	312-852-3900	<a href="mailto:gterzakis@jfyhicago.org">gterzakis@jfyhicago.org</a>
Elizabeth Anderson	Committee	312- 405-8350	<a href="mailto:elizabeth_anderson@cumberlandheights.org">elizabeth_anderson@cumberlandheights.org</a>
Amy Levell Ponce	Committee	312-943-3534	<a href="mailto:alevell@hazelden.org">alevell@hazelden.org</a>
Gretchen Renfro	Committee	630-801-5650	<a href="mailto:gretchen.renfro@provena.org">gretchen.renfro@provena.org</a>