

9th Annual Hampton Roads Institute for Nonprofit Leadership Conference



2010 Exhibitor Form

The Hampton Roads Institute for Nonprofit Leadership Conference is the premier resource for successful leadership. Communicate your organization's services and products to over 150 nonprofit leaders and 90 organizations.

Exhibitor Benefits:

- Opportunity to promote your organization to over 150 nonprofit leaders in Hampton Roads
- Structured time for networking with nonprofit representatives and foundation partners
- Conference registration for one attendee, including keynote luncheon
- Listing in conference packet with contact information
- Table space and chair
- Conference attendee list



Exhibitor Responsibilities:

- A/V and computer equipment
- Travel costs, including hotel accommodations and meals
- Copying and shipping of exhibitor materials
- Booth space does not include internet or phone lines; access to electricity may be negotiated separately with hotel for an additional fee.
- Exhibitor Registration Deadline: January 8, 2010
- Exhibitor Registration Fee: \$500.00 (Due upon registration)



9th Annual Hampton Roads Institute for Nonprofit Leadership Conference

Date: Friday, February 5, 2010

Time: 9:00 a.m. to 3:00 p.m.

Location: Norfolk Waterside Marriott Hotel, 235 East Main Street, Norfolk, Virginia, 23510

Conference Schedule (Subject to Change)

- 8:30 a.m. Registration and Breakfast Refreshments in Exhibitor Marketplace
- 9:00 a.m. Opening Plenary
- 10:00 a.m. Exhibitor Marketplace
- 10:15 a.m. Morning Sessions
- 11:45 p.m. Exhibitor Marketplace
- 12:00 p.m. Excellence Award Luncheon and Keynote Address
- 1:30 p.m. Afternoon Sessions
- 3:00 p.m. Conference Evaluation and Conclusion



Member of:



Exhibitor Registration Form

9th Annual Hampton Roads Institute for Nonprofit Leadership Conference
Friday, February 5, 2010 - Norfolk Waterside Marriott Hotel

Make checks payable to VOLUNTEER Hampton Roads. Credit card payment with Visa or MasterCard is also accepted. Please fax completed form to VOLUNTEER Hampton Roads at (757) 624-3618 or mail form and payment to: VOLUNTEER Hampton Roads, 400 West Olney Road, Suite B, Norfolk, VA 23507.

Exhibitor Profile:

Organization: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone: _____

Fax: _____

Web: _____

Primary Contact: _____

E-mail (Required for updates and confirmation): _____

Organization Description: *Submit a 50 word or less attachment or e-mail to vevans@volunteerhr.org.*

I have reviewed the Exhibitor Form and fully understand and agree to the following terms:

- Exhibitor registration is available on a first-come basis pending receipt of **both** the completed form and payment.
- Space is not reserved until confirmed via e-mail.
- Exhibitor set-up times are not negotiable and the exhibit must be up until the end of the conference.
- Exhibitors must represent individuals or organizations that provide goods and services to the nonprofit sector.
- Conference planners reserve the right to deny any exhibitor application.

Signature: _____

Date: _____

Payment:

- Enclosed please find my check made out to VOLUNTEER Hampton Roads
- Charge my credit card:

Type of Card: _____ Expiration Date: _____

Account Number: _____

Name on Card: _____

By January 8, 2010

Mail form and payment to:
VOLUNTEER Hampton Roads
400 West Olney Road, Suite B
Norfolk, VA 23507

or

Fax form and credit card information to:
(757) 624-3618.



Member of: