



2023 PARTNERSHIP OPPORTUNITIES

70TH ANNUAL NALMCO CONVENTION & TRADE SHOW

OCTOBER 8-11, 2023

HYATT REGENCY INDIAN WELLS RESORT & SPA

44600 INDIAN WELLS LN,
INDIAN WELLS, CA 92210

DEADLINE TO REGISTER: SEPT. 1, 2023

TO BE INCLUDED IN PRINTED MATERIALS AND SIGNAGE.

2023 NALMCO PARTNERSHIP OPPORTUNITIES

COMMITMENT DEADLINE

September 1, 2023. Partnerships (sponsorships) after September 1, 2023, are not guaranteed to be listed on the signage or receive a display plaque for your booth.

Premium exhibit spaces have been reserved for Partners (sponsors). The spaces are assigned on a first-come, first-served basis.

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EXPAND YOUR REACH

- On average, the NALMCO Annual Convention and Trade show attracts over 250 attendees.
 - Attendees include business owners, senior level management, design staff and lighting technicians.
 - Ample opportunities to connect in 2023, including:
 - Speed dating/networking event
 - One-on-One appointments on-site
 - Receptions on Sunday, Monday, and Tuesday nights
 - Golf Tournament
-

ALL-INCLUSIVE BENEFITS*

All partnership levels come with:

- Complimentary registrations (see chart for details)
 - ◇ Representatives in addition to complimentary number listed: **\$950 each**
 - Booth space
 - Access to all educational sessions and published events
 - One-on-One Appointments with General Members on-site
 - Access to a downloadable, attendee list
 - Listed on the event website and Power Point presentation.
 - Logo recognition on all signage
 - ◇ Submitted by September 1
 - Sponsor Plaque identifying partner level for display during conference and back at the office
 - ◇ Submitted by September 1 or committed to sponsorship by September 1
 - Mentions during conference announcements
 - Golf Tournament Recognition (see chart for details)
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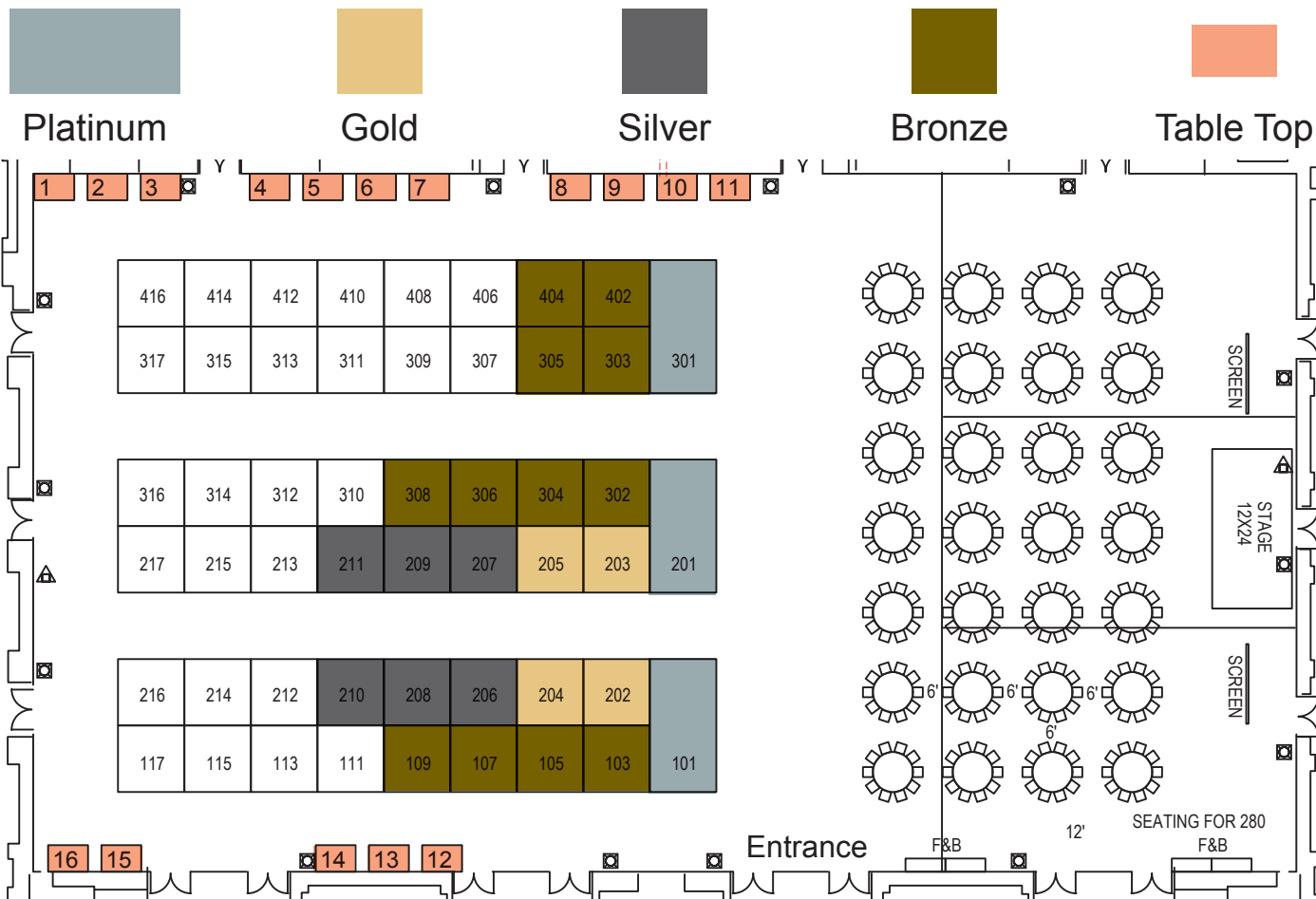
Questions? Contact Kerigan Hunziker, meetings@nalmco.org or (515) 334-1049.

| *All-Inclusive Benefits Plus | Platinum Partnership Only three (3) available | | Gold Partnership Only four (4) available | | Silver Partnership Only six (6) available | | Bronze Partnership Only twelve (12) available | |
|---|---|--------------------------------------|---|--------------------------------------|--|-------------------------------------|--|-------------------------------------|
| | Member \$13,000 | Non-Member \$14,500 | Member \$10,000 | Non-Member \$11,500 | Member \$7,500 | Non-Member \$9,000 | Member \$5,500 | Non-Member \$7,000 |
| Representatives Included | Three (3) | | Two (2) | | Two (2) | | Two (2) | |
| Booth Space | 10' deep x 20' long Includes pipe and drape of 8' high back wall, 3' high side rails, one 6' skirted table, two chairs, one wastebasket, and one 7" x 44" ID sign. Existing ballroom carpeting. | | 10' deep x 10' long Includes pipe and drape of 8' high back wall, 3' high side rails, one 6' skirted table, two chairs, one wastebasket, and one 7" x 44" ID sign. Existing ballroom carpeting. | | 10' deep x 10' long Includes pipe and drape of 8' high back wall, 3' high side rails, one 6' skirted table, two chairs, one wastebasket, and one 7" x 44" ID sign. Existing ballroom carpeting. | | 10' deep x 10' long Includes pipe and drape of 8' high back wall, 3' high side rails, one 6' skirted table, two chairs, one wastebasket, and one 7" x 44" ID sign. Existing ballroom carpeting. | |
| Address Live Attendees: Two (2) minutes on sponsored reception day. | Yes | | No | | No | | No | |
| Half page ad in LM&M, due by August 1 | Yes | | No | | No | | No | |
| Golf Tournament Recognition | One (1) Golf Hole Sponsorship | | One (1) Golf Hole Sponsorship | | One (1) Golf Hole Sponsorship | | See below | |
| Company Named as a Designated Sponsor for One (1) of the Following: | Evening Reception: <ul style="list-style-type: none"> • Sunday • Monday • or Tuesday | | <ul style="list-style-type: none"> • Monday Awards & Annual Meeting Luncheon • Tuesday Luncheon • Monday Breakfast • Tuesday Breakfast | | <ul style="list-style-type: none"> • Monday Beverage Station • Tuesday Beverage Station • Monday Break Station • Tuesday Break Station • Event App (with Pop-Up Ad) • Attendee Name Badge Lanyards (must be received by 8/2) | | <ul style="list-style-type: none"> • Golf Tournament Hole (5 available) • Golf Tournament Beverage Cart • Golf Tournament Breakfast • Golf Tournament Luncheon & Awards Ceremony • Golf Tournament Prizes • Electric Charging Station <ul style="list-style-type: none"> • Room Drop • Convention Directional Signage | |

EXHIBIT HALL FLOOR PLAN

CHOOSE UP TO 3

Mark your selections on the Partnership (Sponsor) Registration Form, on final page.



BOOTH ONLY

For exhibit booth purchases only without partnership, contact Kerigan Hunziker, Event Management Professional, meetings@nalmco.org or (515)-334-1049 regarding availability.

EXHIBIT BOOTH AND TABLETOP DISPLAY FEES

| | Member | Non-Member |
|-------------------------|--------|------------|
| 10'x10' Booth | \$3000 | \$4000 |
| 6'x30" Tabletop Display | \$2000 | \$2500 |

10'x10' BOOTH BENEFITS:

- 1 Complimentary registration
- Back wall & side rail drape
- Standard booth ID sign
- 6'x30' skirted table
- Side chairs - Two (2)
- Recyclable wastebasket
- Pre, post and daily cleaning in the aisles outside of booth space

TABLETOP DISPLAY BENEFITS:

- 1 Complimentary registration
- 7"x44" standard booth ID sign
- 6'x30" skirted table
- Two (2) side chairs
- One (1) recyclable wastebasket

Show kit from Alliance will be available Summer 2023

OFFICIAL SHOW CONTRACTORS

ALLIANCE DEADLINES

Advance Order Discount Deadline: TBD

Advance Order Deadline: TBD

Advance Freight Deadline: TBD

SHIPPING

- DO NOT ship directly to the Hyatt Regency Indian Wells Resort; they are not equipped to accept large shipments and will be forced to turn the shipment away.
- Alliance Nationwide Exposition can assist with show to show and last-minute shipping.
- If your shipment timing falls after the deadlines, contact Alliance Nationwide Exposition to assist with your shipping.

ELECTRICAL AND AUDIOVISUAL EQUIPMENT

- Electrical power and audiovisual equipment may be ordered from Hyatt Regency.
- Please use the following link: tinyurl.com/NALMCO23-Exh-Power
- Link closes two days before the start of the conference. Prices will increase for any on-site requests.

HOTEL INFORMATION

HYATT REGENCY INDIAN WELLS RESORT & SPA

44600 Indian Wells Ln, Indian Wells, CA 92210

Phone: (760) 776-1234

HOTEL RESERVATIONS/RATES

Standard King or Standard Queen: \$279 + tax + \$20 resort fee

To reserve your room online, go to: <https://www.hyatt.com/en-US/group-booking/CHAMP/G-NALM>

To reserve your room by phone, call the Hyatt Guest Services system at 1-800-233-1234 and mention NALMCO to get the discounted rate. **Cut-off date:** Thursday September 7, 2023. After September 7, reservations are subject to space availability and standard room rates.

Please make your reservations early. While the hotel will guarantee the lower room rate until September 7, this does not mean they can guarantee that rooms will be available. There are a limited number of rooms set aside at the hotel for NALMCO. Rooms are on a first-come, first-served basis. NALMCO does not use a housing service to book sleeping rooms. If you are contacted by a company other than NALMCO to book your sleeping room, please let NALMCO know.

BENEFITS OF BOOKING WITH THE NALMCO ROOM BLOCK

- Discounted room rate of \$279+ tax
- Discounted resort fee of \$20
- Discounted Self-Parking \$15
- 10% Discount on 2023 Spa Menu Pricing (excluding retail)
- Complimentary Wi-fi in guest room
- Included in Resort fee:**
 - 24 hour access to fitness center
 - Unlimited fitness and yoga classes
 - 2 bottles of water
 - 1 Hour tennis court time per day

PARKING

Hyatt Regency Indian Wells - Discounted self parking for \$15

Valet:

- Daily Rate (0-12 hours): \$12
- Daily Rate (12-20 hours): \$20
- Overnight: \$28
- Covered Overnight: \$35
- Oversized vehicle parking: \$ 65

EXHIBIT SHOW HOURS

Show Set-Up: Sunday, October 8 12:00 p.m. - 5:00 p.m. **Show Tear-Down:** Tuesday, October 10th, 3:30-5:00 p.m.

SHOW HOURS AND ACTIVITIES*

- **Sunday, October 8:** 6:30–8:30 p.m. | Welcome Reception. Dinner on your own. Take this opportunity to invite clients out to dinner after the reception ends! Be sure to make restaurant reservations early.
- **Monday, October 9:** 7:00 a.m.–3:45 p.m. | Breakfast, One-on-One appointments, breaks and networking event scheduled during this time. 6:00–8:00 p.m. reception.
- **Tuesday, October 10:** 7:30 a.m.–3:30 p.m. | Breakfast, one-on-one appointments, and breaks during this time. 6:30–8:30 p.m. reception.
- **Wednesday, October 11:** 7:00 a.m.–3:00 p.m. | Golf Tournament. Optional, additional fees apply.

**Exhibit show hours and schedule are subject to change.*

ONE-ON-ONE APPOINTMENTS NETWORKING EVENT WITH EXHIBITORS

Monday, October 9: 9:45 a.m.–12:30 p.m.

We have a fun-filled networking event with exhibitors planned. Like speed dating, this fast-paced networking event is designed to have each General Member speak to each Associate Member for two to three minutes. It is not designed to display products/services, rather, Associates need to be prepared to give their elevator speech. Each General Member Company will have its own small table. Associate Companies will meet with the General Members, one-on-one, for two to three minutes at the General Members table. Music signals Associates to move to the next General Member table.

To be prepared for this event, Associate Members will want to bring at least 100 additional business cards and a game plan for making One-on-One appointments. Appointment sheets will be provided.

SHOW CHECKLIST

- | | |
|--|--|
| <input type="checkbox"/> Partnership registration purchased by Sept. 1. | <input type="checkbox"/> Complimentary and Additional Representatives registered no later than October 1, 2023. (Opens online July 2023 www.nalmco.org) |
| <input type="checkbox"/> Booth materials shipped to ALLIANCE no earlier than: TBD | |
| <input type="checkbox"/> Hotel reservations made by September 7. | <input type="checkbox"/> Golf registration completed and golf clubs ordered no later than September 10, 2023. (Opens online July 2023 www.nalmco.org) |
| <input type="checkbox"/> Nights booked: <input type="text"/> | |
| <input type="checkbox"/> Hotel confirmation number: <input type="text"/> | <input type="checkbox"/> Electrical and AV ordered no later than October 6, 2023. |

EXHIBITOR RULES AND REGULATIONS

1. CONDITIONS TO EXHIBIT

Anyone interested in offering any product or service to the interNational Association of Lighting Management Companies (NALMCO) audience MUST register in advance. Anyone offering any product or service to the NALMCO audience without proper registration will be subject to immediate dismissal from the Convention and Trade Show. The Exhibit contract becomes valid and space is reserved only upon receipt of payment for the total cost of exhibiting.

2. EXHIBIT SPACE

The space contracted for herein is to be used for the Exhibitor whose name appears on the contract for space. Exhibitors may not sublet or resell any portion of their contracted space nor allow their badges to be used by unauthorized persons. Firms, companies or organizations that have not contracted for exhibit space or paid the exhibit hall rate, will NOT be permitted to solicit business within the exhibit area. NALMCO reserves the right to prohibit or restrict and, if necessary, remove or require correction of any exhibit that is unsuitable or objectionable for the NALMCO Trade Show or the exhibit area. Partners are given premium exhibit space, otherwise, exhibit space is assigned on a first-come, first-served basis. NALMCO has the right to modify the exhibit hall floor plan if necessary.

3. UNOCCUPIED SPACE

If unoccupied on opening day, said space is considered forfeited. NALMCO reserves the right to rent such space to any other Exhibitor or use said space in any other manner. NALMCO has the right to modify the exhibit hall floor plan if necessary.

4. EXHIBITOR PERSONNEL

During official exhibit hours, a representative for the exhibiting company must be in the booth at all times during exhibition hours. Booth registration includes one (1) representatives per purchased booth space. Additional representatives may be added by registering at the appropriate fee listed on the registration form.

5. SECURITY

The exhibit hall will be locked during after-exhibit hours; however, hotel personnel will have access at all times. NALMCO has no liability for any loss or damage sustained by an exhibitor during such hours or at any time, whatever the cause.

6. INDEMNITY

It is expressly understood and agreed that the Exhibitor will hold harmless and make no claim against NALMCO or its officers, members or agents for any loss, damage to or destruction of property, nor for any injury that may occur to the Exhibitor, its agents or its employees while in the exhibit facilities, nor for any damages of any nature or character whatsoever, including direct or indirect damage as a result of loss of business arising out of the exhibition or cancellation thereof. The Exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of Exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Hotel, its owner and its management company, as well as their respective agents, servants and employees from any and all such losses, damages and claims.

7. DAMAGE TO EXHIBIT FACILITIES

The exhibiting company must leave space assigned and occupied in the same condition as when possession began. Exhibitor is liable for damage to walls, columns, floor, carpet, ceiling, etc.

8. CHANGE OF FLOOR PLAN

NALMCO reserves the right to change the exhibit hall floor plan and/or exhibit locations without prior permission from the Exhibitor.

9. NON-ENDORSEMENT

The exhibiting of products and services at the NALMCO Convention and Trade Show does not constitute an endorsement by NALMCO for any product or service exhibited. Exhibitors are not permitted to represent in any manner that NALMCO has endorsed goods or services.

10. AMENDMENTS

These Rules and Regulations have been formulated for the best interest of the Exhibitors and NALMCO Convention and Trade Show. All matters and questions not covered by these Rules and Regulations may be amended at any time by NALMCO and all amendments so made shall be equally binding on all parties affected by them as the original Rules and Regulations.

EXHIBITOR RULES AND REGULATIONS

11. COMPLIANCE WITH LAWS

Exhibitor/Sponsor shall abide by all laws, rules, regulations, and ordinances of any applicable government authority and all rules of the venue, including but not limited to compliance with the Americans with Disabilities Act.

12. GOVERNING LAW

This Agreement shall be governed in accordance with the laws of the State of Iowa without giving effect to any choice or conflicts of law principles. The parties agree to submit to the exclusive personal jurisdiction and venue of the state courts in Polk County, Iowa, or the federal court in the Southern District of Iowa for disputes relating to this agreement.

13. CANCELLATION OF CONTRACTED SPACE BY EXHIBITOR

Cancellations received prior to September 1, 2023, will be refunded less a \$300 processing fee. No refunds will be given on or after September 1, 2023. No refunds will be given for no-shows.

14. CANCELLATION OF CONTRACTED SPACE BY PARTNER (SPONSOR)

No refunds will be given for Partnership (sponsorship) cancellations. NALMCO will work with the sponsoring company to ensure proper exposure before, during and after the event to honor the sponsorship.

15. CANCELLATION, POSTPONEMENT ALTERNATIVE OPTIONS IF EXECUTED BY NALMCO

Cancellation:

Should any cause (such as fire, strike, or Acts of God, epidemic, pandemic, etc.) beyond the control of NALMCO arise prior to the opening date of the Trade Show causing its cancellation, it is understood and agreed that NALMCO will attempt to reschedule the event as near the original date and site as possible.

- NALMCO is not responsible for any other costs incurred by pre-registrants in connection with the conference.
- This policy may be reviewed and altered on a case by case basis by the NALMCO Board of Directors.

Postponement:

In the event the NALMCO Annual Convention and Trade Show is postponed for any reason, all fees associated with the event will be transferred to the new dates.

- If you are not available on the new dates a refund for attendee registrations will be given minus a \$50 processing fee.
- Exhibitor registrations for those unable to attend the new dates will be refunded, less a \$100 processing fee.
- No refunds will be given for Partnership (sponsorship) cancellations. NALMCO will work with the sponsoring company to ensure proper exposure before, during and after the event to honor the sponsorship.
- NALMCO is not responsible for any other costs incurred by pre-registrants in connection with the conference.

Virtual Alternatives:

In the event the NALMCO Annual Convention and Trade Show is offered virtually or semi-virtually because of forced cancellation, no refunds beyond the standard refund policy will be given unless a reduced registration fee is offered for virtual attendance (whether attendees, exhibitor or sponsor). If a reduced fee is offered, the difference between the virtual registration fee and live registration fee will be refunded.

- This policy is in place only if a live event is forced to change to a virtual event or to add a virtual component.
- If the event was originally planned as a live event with a virtual component, and the attendee, exhibitor or sponsor registered under the live event fee, then decided to attend virtually, the events registration and/or cancellation policy will be in effect.
- NALMCO is not responsible for any other costs incurred by pre-registrants in connection with the conference.

Please note that Partnership, exhibitor and convention registration fees do not include hotel accommodations, airfares or optional tours and activities. Spouses, significant others and children must pay the applicable registration fee if attending convention functions. Only those individuals who register and have NALMCO convention name badges/tickets may attend convention events.

PARTNERSHIP (SPONSOR) REGISTRATION FORM

To pay online by credit card: <https://www.nalmco.org/2023-nalmco-partnership-opportunities>

CONTACT INFORMATION

NAME _____

COMPANY _____

ADDRESS _____

PHONE _____

EMAIL _____

Completion of registration and payment, online or paper, signifies you agree to abide by NALMCO Exhibitor Rules and Regulations.

An exhibitor packet will be sent to the Key Contact indicated on the registration form.

All payments must be in US funds. Registrations cannot be processed without payment.

Payment may be deducted as an ordinary and necessary business expense. Consult your tax advisor for further advice.

If you have questions about registration, please email Kerigan Hunziker, at meetings@nalmco.org

NALMCO Tax ID #54-1080259. The NALMCO W-9 form can be found at nalmco.org or by emailing meetings@nalmco.org

CHOOSE YOUR PARTNERSHIP AND PREFERRED SPONSORED ITEM

PLATINUM

Member **\$13,000** | Non-Member: **\$14,500**

- Sunday Reception
- Monday Evening Reception
- Tuesday Evening Reception

GOLD

Member **\$10,000** | Non-Member: **\$11,500**

- Monday Lunch and Annual Awards
- Tuesday Luncheon
- Monday Breakfast
- Tuesday Breakfast

SILVER

Member **\$7,500** | Non-Member: **\$9,000**

- Monday Beverage Station
- Tuesday Beverage Station
- Monday Break Station
- Tuesday Break Station
- Event App (with Pop-Up Ad)
- Attendee Name Badge Lanyards (Deadline 8/2)

BRONZE

Member **\$5,500** | Non-Member: **\$7,000**

- Golf Tournament Hole (5 available)
- Golf Tournament Beverage Cart
- Golf Tournament Breakfast
- Golf Tournament Luncheon and Awards Ceremony
- Golf Tournament Prizes
- Electric Charging Station
- Room Drop
- Convention Directional Signage

BOOTH SELECTION

SELECT SPACE AS SHOWN ON FLOOR PLAN

Choice 1 _____ Choice 2 _____ Choice 3 _____

TOTAL: \$ _____

PAYMENT INFORMATION

To pay online by credit card:

<https://www.nalmco.org/2023-nalmco-partnership-opportunities>

Check

Make check payment to NALMCO. Partnerships are not recognized until payment is received. **Do NOT email payment;** this is not a secure way to transmit credit card information. NALMCO is not responsible for credit card security if transactions are emailed to the Association.

Complimentary and additional representatives, golf, and non-industry guests will be collected when online registration opens.

SIGNATURE

DATE

Check payment made to:



NALMCO
1255 SW Prairie Trail Pkwy
Ankeny, IA 50023

For more information, contact Kerigan Hunziker, meetings@nalmco.org or (515) 334-1049.