

OPENING
DOORS
OPENING
MINDS

MACDDS CONFERENCE 2018
OCTOBER 18 & 19, 2018
HOLIDAY INN EXECUTIVE CENTER • COLUMBIA, MO





2018 MACDDS CONFERENCE



The Missouri Association of County Developmental Disabilities Services (MACDDS) will host its annual statewide conference October 18 & 19, 2018, at the Holiday Inn Executive Center in Columbia, Missouri. More than 350 board members, executives, professionals, staff, individuals with disabilities and their families are expected to attend. MACDDS would like to personally invite you to become an exhibitor and/or sponsor of this conference. This is an excellent, cost effective way to meet and network with consumers of your products and services.

Businesses having products to sell may purchase exhibit space for \$150. Nonprofit and governmental organizations desiring to promote their programs and services within the field may purchase exhibit space for \$100. This fee will secure a six-foot long display table and two chairs. Electricity for your exhibit may be secured from Holiday Inn Executive Center at your own expense.

To become a sponsor or exhibitor, please complete the accompanying form with your credit card information or return it with a check made payable to MACDDS. Join us and take advantage of the large number of potential customers who will be attending this event.

SPOTLIGHT OPPORTUNITIES

WHY SPONSOR?

Sponsoring a refreshment break, reception, meal or donating funds for conference speakers or advertising in the program are other ways to ensure recognition of your organization. We encourage you to consider these options in addition to exhibiting. Sponsors will be acknowledged with signage as well as in the Conference Program that is provided to all registrants.

EXHIBIT SPACE

\$100 for Non-Profits and \$150 for Standard

- > Six-foot draped table, two chairs, trash can and identification sign
- > Three exhibitor badges per table
- > Recognition in the final program

REFRESHMENT BREAK

\$250 for up to three sponsors for Thursday morning, afternoon or Friday morning

- > Complimentary exhibit space
- > Your company's name announced at the Refreshment Break as a sponsor of the event
- > Signage by the refreshments with recognition of your organization
- > Six-foot draped table, two chairs, trash can and identification sign
- > Three exhibitor badges per table
- > Recognition in the final program

HOSPITALITY RECEPTION LUNCH

\$1,000 for up to three sponsors for Thursday reception

\$1,000 for up to three sponsors for Friday lunch

- > Complimentary exhibit space
- > Your company's name announced at the opening session as a Hospitality Event Sponsor
- > Signage at the entrance of the Hospitality Event sponsored and recognition of your organization
- > Free exhibit space table and admission for your company, including a six-foot draped table, two chairs and trash can
- > Identification sign for your company's exhibit table along with recognition ribbons for exhibitor badges
- > Recognition in the final program as a Hospitality Event Sponsor

MORE DETAILS

Exhibitors may be set up between 7 and 8:30 a.m. on October 18. The exhibit area will be open to the registrants Thursday from 8:30 a.m. until 5:00 p.m. and on Friday from 8:30 a.m. until noon. Refreshments for breaks will be served in the exhibit area for maximum visibility of exhibitors. We are requesting all exhibitors donate one or more door prizes that will be awarded from drawings held during Friday's luncheon. Exhibitors may purchase a boxed lunch for Thursday afternoon. Boxed lunches are \$20 per lunch and must be purchased in advance. See the registration form to reserve.

ADVERTISING

Advertisements in the program provide attendees with your contact information, even after the conference is over. The conference program will be professionally developed and will include opportunities for companies to advertise. A breakdown for the cost of advertisements is included on the Agreement & Payment Form on the last page of this brochure.

Upon submission of the Agreement & Payment Form for advertising, you will receive follow up information about the format and deadlines for ad submission with confirmation of receipt of your agreement. If you have any questions prior to finalizing your agreement, please contact Jill Hancock with Penman & Winton Consulting Group, MACDDS Conference Management, at 573-635-6044.

LODGING

If you plan to stay at the Holiday Inn Executive Center, you may make your room reservations by calling 573-203-8178. When making your reservation, state that you are with the MACDDS conference to receive a discounted room rate. Please do not hesitate to contact Jill Hancock with Penman & Winton Consulting Group, MACDDS Conference Management, at 573-635-6044 if you have any questions.

AGREEMENT & PAYMENT FORM

CONTRACT FOR EXHIBITORS, SPONSORS & ADVERTISERS

Registration may also be completed online at www.MACDDS.org

COMPANY INFORMATION

Company name:

Contact name:

Address, city, state & ZIP code:

Email:

Phone:

Fax:

Web address:

FAX OR MAIL ENTIRE
FORM TO:

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MACDDS CONFERENCE 2018



P.O. Box 684
Jefferson City, MO 65102

Phone: 573.635.6044
Fax: 573.635.2858

LEVELS OF EXHIBITOR & SPONSORSHIP

Indicate level of exhibitor requested by writing in number of booths requested

Nonprofit organization..... \$100 x _____

Standard exhibitor..... \$150 x _____

Box lunch..... \$20 x _____

TOTAL..... _____

Indicate level of sponsorship requested

Thursday Morning Refreshment Break..... \$250

Thursday Afternoon Refreshment Break..... \$250

Thursday Hospitality Reception..... \$1000

Friday Morning Refreshment Break..... \$250

Friday Hospitality Lunch..... \$1000

TOTAL..... _____

Attendance Prize Drawing - please identify item: _____

CONFERENCE PROGRAM AD RATES

Indicate ad size by writing in number of ads requested

1/4 page ad on inside of conference program..... \$50 x _____

1/2 page ad on inside of conference program..... \$75 x _____

Full page ad on inside of conference program..... \$90 x _____

Front cover ad on inside of conference program..... \$100 x _____

Back cover ad on outside of conference program..... \$100 x _____

TOTAL..... _____

AUTHORIZATION

We agree to accept the 2018 exhibit specifications outlined and to all conditions under which the exhibit area is leased.

AUTHORIZED BY: _____

FORM DEADLINE

Deadline for guaranteed inclusion in conference program is **August 31, 2018.**

PAYMENT

CHECK ENCLOSED

Check Number Amount

CREDIT CARD

To pay using a credit card, please register using the online registration form at www.MACDDS.org.

FOR OFFICE USE

Date

Booth(s) assigned

Payment received

