

COMPANY INFORMATION

Please print or type the following information exactly as you want it to appear on your booth sign and in the printed program.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Website: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email (required): \_\_\_\_\_

Product/Service: Please check the category that best fits your company

- Architect             Attorney             Business Mngmt
- Business Supplies    Communications    Community Services
- Financial Services    Food Services       Insurance
- Medical Equip/Furn.  Medical Facility     Medical Supplies
- Meeting Facility      Patient Care Services  Pharmacy
- Recruitment/Mktg.  Retailers             Software
- State/Fed. Agency    Other \_\_\_\_\_

BOOTH REPRESENTATIVE NAME BADGES

All exhibitors & participants are required to wear a name badge for access to the Trade Show. You must register your representative(s) in advance of the convention. Two complimentary name badges are included with your booth fee. Additional badges can be purchased for \$90 each. If you know who your reps will be, please register them here:

Name: \_\_\_\_\_

\*Email: \_\_\_\_\_

Name: \_\_\_\_\_

\*Email: \_\_\_\_\_

Others: (\$90 each) \_\_\_\_\_

\*Email for booth reps is required

EARLY BIRD PRICES

(register by 5 pm, June 25, 2012)

After June 25 prices increase by \$75

- \$625 Standard Booth (10' wide x 8' deep)
- \$950 Expanded Booth (20' wide x 8' deep)
- \$625 Non-exhibiting Vendor

BOOTH SELECTION

Booth preferences are for guidance and are not guaranteed. All booths are assigned by MHA on a first-come, first-served basis, with consideration given to placing competing vendors apart. MHA reserves the right to relocate exhibits at any time prior to set-up. Prices reflect Early Bird and regular pricing (see above). See map on page 6 for booth numbers.

- Standard Booth (10' x 8') \$625 / \$700
- Expanded Booth (20' x 8') \$950 / \$1,025

1<sup>st</sup> preference: Booth # \_\_\_\_\_

2<sup>nd</sup> preference: Booth # \_\_\_\_\_

Door Prize             Passport to Prizes

ELECTRICITY & INTERNET ACCESS

A 110v electrical outlet will be provided to all booths. If you need additional outlets, please contact K&J Convention Decorators. A fee may apply for additional electrical needs. An unsecured internet connection is available throughout the hotel and convention center.

BOOTH SIGN

Please check if you require a booth sign

RETURN FORM & PAYMENT TO:

MHA...An Association of MT Health Care Providers  
(Tax ID: 81-0287203)  
PO Box 5119 / Helena, MT 59604  
Fax: (406) 443-3894

For more information,  
contact Jennifer Wagner  
Phone: (406)442-1911  
Email: jennifer@mtba.org

Register online!

www.regonline.com/2012MHATradeShow

COMPLETE BOTH SIDES OF REGISTRATION FORM

This Application for Exhibit Space is a contract. By submitting this application to MHA, you agree to the following:

To qualify for the Early Bird Discount, the Application for Booth Space and full payment must be received by MHA no later than 5 pm on June 25, 2012. After June 25, 2012, discounts are not applicable.

All booth space is assigned by MHA. MHA reserves the right to change the floor plan or booth assignments at any time. All booths must be prepaid or received with a purchase order. If you must cancel, all cancellations must be received in writing by MHA no later than 5 pm on August 24, 2012. MHA will refund your booth fees less \$150 handling charge before August 24. After August 24, no refunds will be made.

Unless a written request for refund has been received by MHA prior to August 24, 2012, all exhibitors submitting this contract will be expected to pay the full price of any booths or sponsorships. Outstanding fees will be collected onsite prior to set-up of exhibitor space. "No-shows" will still be expected to pay. If an exhibitor fails to pay the amount due in full, MHA will begin collection proceedings against the exhibitor, and the exhibitor agrees to pay all expenses of collection — including attorney fees, court costs and related expenses in addition to the amount owed.

Date: \_\_\_\_\_

Signature of Exhibitor Representative: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## EVENT SPONSORSHIPS

All levels receive signage at the event and recognition in on-site participant materials. See brochure for full details.

- SOLD!** Chairman's Welcome Reception \$6,000
- SOLD!** Gala Reception \$6,000
- SOLD!** Strolling Lunch \$5,000
- ACHE Dinner \$3,500
- MHA Member Meeting \$3,000
- General Session \$3,000
- A/V \$2,500
- Education Workshop \$800
- Coffee Service/Break \$600

## LEVEL SPONSORSHIPS

All levels receive Convention signage and recognition in on-site participant materials. See brochure for full details.

- Diamond: \$10,000+ \$\_\_\_\_\_
- Gold: \$8,000 \$\_\_\_\_\_
- Silver: \$6,000 \$\_\_\_\_\_
- Bronze: \$3,000 \$\_\_\_\_\_
- Copper: \$1,000 \$\_\_\_\_\_

## ADVERTISEMENT

- Back Cover of Convention Program:  
One available: \$550  
(10"h x 7.5"w)
- Full-Page Ad: (10"h x 7.5"w)  
Exhibitors: \$215  
Non-Exhibiting Vendor: \$325
- Half-Page Ad: (5"h x 7.5"w)  
Exhibitors: \$110  
Non-Exhibiting Vendors: \$165
- Quarter-Page Ad: (5"h x 3.75"w)  
Exhibitors: \$60  
Non-Exhibiting Vendors: \$85

See page 3 for ad specifications and rules.  
Submission Deadline: 5 pm August 3, 2012.

## PAYMENT INFORMATION

- Total Booth Fee(s): \$\_\_\_\_\_
- Additional Booth Reps: \_\_\_@ \$90 ea. \$\_\_\_\_\_
- Passport to Prizes (\$60) \$\_\_\_\_\_
- Sponsorship: \$\_\_\_\_\_
- Advertisement: \$\_\_\_\_\_
- TOTAL AMOUNT DUE/ENCLOSED:** \$\_\_\_\_\_

## METHOD OF PAYMENT

Pre-payment or purchase order is required to reserve space. Booth space is subject to release until full payment is received.

- Check enclosed
- Purchase Order Attached (net due 15 days or space may be released) PO #: \_\_\_\_\_

## CREDIT CARD

To protect your privacy and financial information, all credit card registrations must be done online via our secure site.

Visit [www.mtha.org](http://www.mtha.org) to register online.

*Your registration confirmation from MHA is your receipt.*

### FOR INTERNAL USE ONLY

Booth # Assigned: \_\_\_\_\_ Date: \_\_\_\_\_ Approval: \_\_\_\_\_ Confirmation Sent: \_\_\_\_\_  
Payment Received: \_\_\_\_\_  Credit Card  PO  Check #: \_\_\_\_\_