

# SOAR TO NEW HEIGHTS

## SPONSORSHIP OPPORTUNITIES

2019 **NCRA**  
**CONVENTION  
& EXPO**

**AUG. 15–18, 2019**

**COLORADO**

HYATT REGENCY DENVER  
at Colorado Convention Center

### **Welcome to Denver and the 2019 NCRA Convention & Expo Experience**

Join professionals in the court reporting and captioning field at the National Court Reporters Association Convention & Expo in August. Take advantage of this impressive gathering to showcase your products, services, and support of the industry to this captive audience by becoming a 2019 NCRA Convention & Expo sponsor!

**ACCESS**

**THOUGHT  
LEADERSHIP**

**VISIBILITY**



Meet with existing and prospective customers.



Share and gain valuable industry knowledge and network with other organizations.



Raise the profile of your organization to remain competitive in the marketplace.

## Exciting opportunities for 2019 NCRA Convention & Expo sponsors!

- ✓ Full convention registrations included in most levels!
- ✓ All sponsorships include an exhibit booth – Platinum and Gold sponsors enjoy an 8' x 20' space!
- ✓ Facebook LIVE interview at your booth or vendor showcase included in Platinum, Gold, and Silver levels!
- ✓ Attendee tote bag stuffers included in Platinum, Gold, and Silver levels!
- ✓ Vendor Showcase included in Platinum and Gold levels!



Take advantage of sleeping room discounts at the Hyatt Regency Denver at Colorado Convention Center! Sponsors can take advantage of the NCRA group rate at the Hyatt Regency Denver to get the best available room rates. [Click here](#) or call 877-803-7534 to book your rooms.

### Sponsor deadlines to note:

- April** Registration opens; [Hyatt block rates in effect until July 19.](#)
- June 14**
- Last day to reserve your ad space for the printed program
  - Last day to select vendor showcase or podium time
  - Last day to reserve your tote bag insert; sample sent to NCRA for review
- June 28** Last day for NCRA to receive ads and tote bag inserts
- July 22–Aug 2** Exhibitors send booth materials to Alliance Nationwide Exposition & Event Services; no direct shipments accepted at Hyatt

## 2019 Convention Sponsorship Levels



### PLATINUM LEVEL – \$12,000

- ✦ **Four (4) full conference registrations**
- ✦ **Double exhibit booth:** Enjoy an 8' x 20' booth to showcase your company or organization in the signature NCRA Convention & Expo Exhibit Hall! Your Platinum double exhibit booth includes:
  - **Four “booth staff” registrations** that include the opening reception
  - **Seven “expo only” passes** for your customers and prospects
- ✦ A **Facebook LIVE video** on the NCRA page featuring your company during the convention!
- ✦ **Your logo and company description** on the 2019 NCRA Convention & Expo Mobile App
- ✦ **Your logo prominently displayed** in the printed on-site program
- ✦ A **half-page ad** in the printed on-site program
- ✦ Company recognized on event **signage and screens**
- ✦ Recognition on the **NCRA website and in social media**
- ✦ One (1) piece of promo **material inserted in all attendee tote bags**
- ✦ A **60-minute Vendor Showcase Seminar** for your company on Friday, Saturday, or Sunday (determined by event management)

## 2019 Convention Sponsorship Levels, *continued*



### GOLD LEVEL – \$10,000

- ★ **Three (3) full conference registrations**
- ★ **Double exhibit booth:** Enjoy an 8' x 20' booth to showcase your company or organization in the signature NCRA Convention & Expo Exhibit Hall!  
Your Gold double exhibit booth includes:
  - **Four “booth staff” registrations** that include the opening reception
  - **Five “expo only” passes** for your customers and prospects
- ★ A **Facebook LIVE video** on the NCRA page featuring your company during the convention!
- ★ **Your logo and company description** on the 2019 NCRA Convention & Expo Mobile App
- ★ **Your logo displayed** in the printed on-site program
- ★ **A quarter-page ad** in the printed on-site program
- ★ Company recognized on event **signage and screens**
- ★ Recognition on the **NCRA website and in social media**
- ★ One (1) piece of promo **material inserted in all attendee tote bags**
- ★ A **60-minute Vendor Showcase Seminar** for your company on Friday, Saturday, or Sunday (determined by event management)

## 2019 Convention Sponsorship Levels, *continued*



### SILVER LEVEL – \$7,500

- ★ **Two (2) full conference registrations**
- ★ **Exhibit booth:** Enjoy a standard 8' x 10' booth to showcase your company or organization in the signature NCRA Convention & Expo Exhibit Hall! Your Silver exhibit booth includes:
  - **Two “booth staff” registrations** that include the opening reception
  - **Five “expo only” passes** for your customers and prospects
- ★ A **Facebook LIVE video** on the NCRA page featuring your company during the convention!
- ★ **Your logo and company** description on the 2019 NCRA Convention & Expo Mobile App
- ★ **Your logo displayed** in the printed on-site program
- ★ A **quarter-page ad** in the printed on-site program
- ★ Company recognized on event **signage and screens**
- ★ Recognition on the NCRA **website and in social media**

## 2019 Convention Sponsorship Levels, *continued*



### BRONZE – \$3,500

- ★ **One (1) full conference registration**
- ★ **Exhibit booth:** Enjoy a standard 8' x 10' booth to showcase your company or organization in the signature NCRA Convention & Expo Exhibit Hall! Your Bronze exhibit booth includes:
  - **Two “booth staff” registrations** that include the opening reception
  - **Three “expo only” passes** for your customers and prospects
- ★ **Your logo and company description** on the 2019 NCRA Convention & Expo Mobile App
- ★ **Your company listed** in the printed on-site program
- ★ An **1/8-page ad** in the printed on-site program
- ★ Company recognized on **event signage and screens**
- ★ Recognition on the NCRA **website and in social media**



### EXHIBITOR – \$1,800

- ★ **Exhibit booth:** Enjoy a standard 8' x 10' booth to showcase your company or organization in the signature NCRA Convention & Expo Exhibit Hall! Your exhibit booth includes:
  - **Two “booth staff” registrations** that include the opening reception
  - **Two “expo only” passes** for your customers and prospects
- ★ **Your logo and company description** on the 2019 NCRA Convention & Expo Mobile App
- ★ **Your company listed** in the printed on-site program
- ★ Company recognized on **event signage and screens**
- ★ Recognition on the NCRA **website and in social media**

## Take a look at all the benefits included with your selected sponsor level!

### 2019 NCRA Convention & Expo Sponsor Benefits AT-A-GLANCE

Benefits	Platinum \$12,000	Gold \$10,000	Silver \$7,500	Bronze \$3,500	Exhibitor \$1,800
Full convention registration(s)	4	3	2	1	
Booth staff registration(s)	4	4	2	2	2
Exhibit booth	8' x 20'	8' x 20'	8' x 10'	8' x 10'	8' x 10'
Expo-only passes	7	5	5	3	2
Vendor Showcase	✓	✓			
Facebook LIVE interview					
Company listed in program	Logo	Logo	Logo	Listing	Listing
One collateral piece in attendee bags	✓	✓			
Your ad in printed program	½ page	¼ page	¼ page	1/8 page	
Logo and company description on mobile app	✓	✓	✓	✓	✓
Recognition on event signage and screens	✓	✓	✓	✓	✓
Recognition on NCRA website and social media before the event	✓	✓	✓	✓	✓

*Print deliverables not guaranteed on booths or sponsorships booked after June 15.*

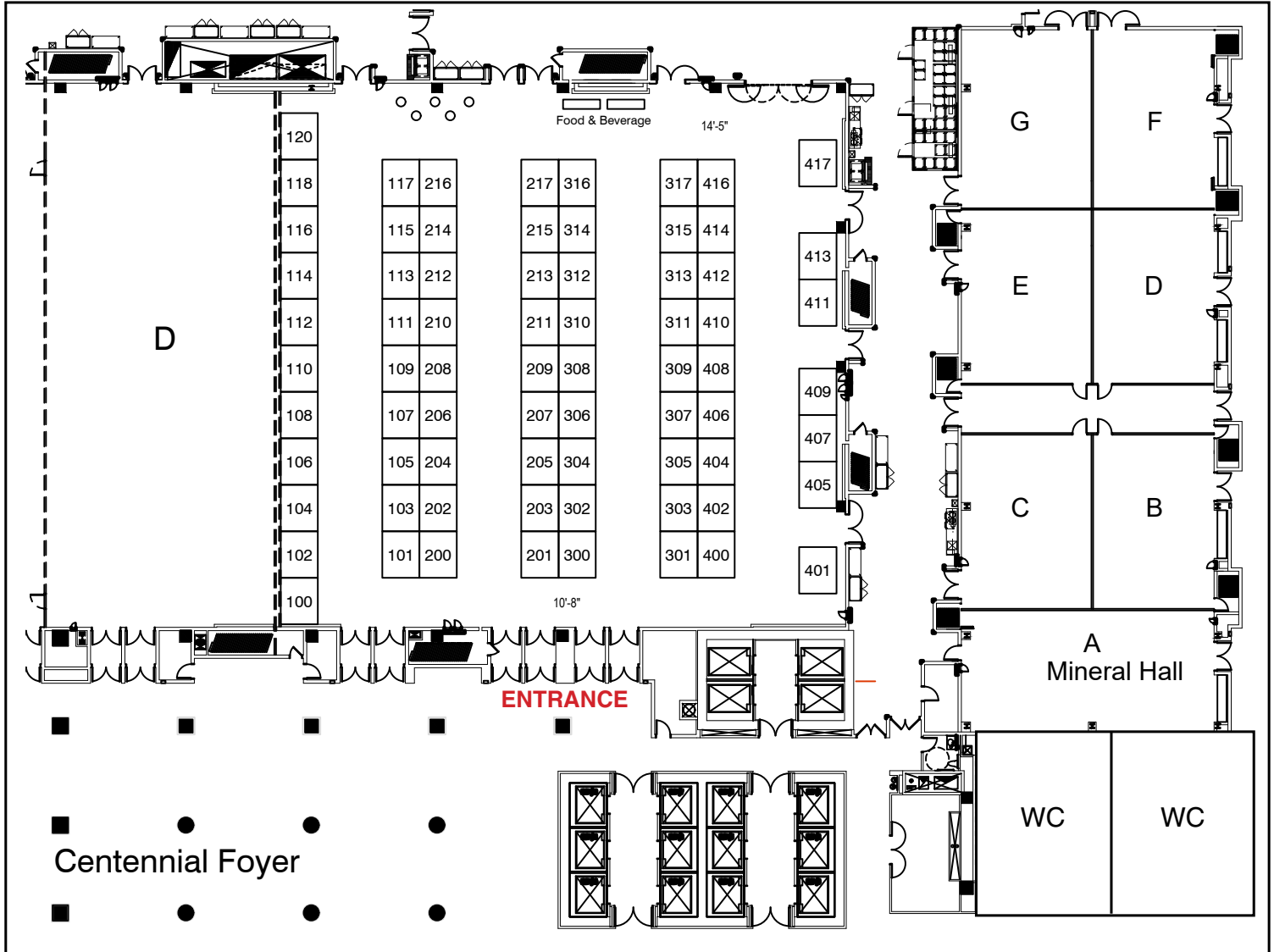
## Exhibitor/sponsor preliminary schedule Hyatt Regency Denver at Colorado Convention Center

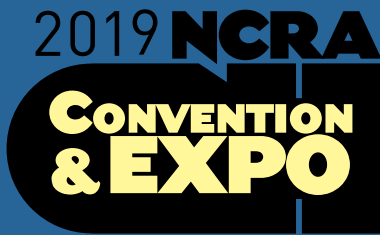
Date	Time range	Exhibit Hall status	Activity
Friday, June 14			Deadline to reserve tote bag inserts and send sample to NCRA
Friday, June 28			Deadline for tote bag inserts to arrive at NCRA HQ in Reston, Va. Deadline to send Convention advertising art to <a href="mailto:adsupport@ncra.org">adsupport@ncra.org</a>
Monday, July 15			Deadline to order booth WiFi or electricity from Hyatt Regency Denver or other booth services from Alliance Nationwide
Monday, July 22 through Friday, Aug. 2			Exhibit booth materials and other items for Convention ship to Alliance Nationwide warehouse; <b>no direct shipping to hotel</b>
Thursday, July 25			Deadline to submit Certificate of Insurance; instructions in exhibitor kit
Wednesday, Aug. 14	12–5 p.m.	Restricted access	Exhibitor move-in
Thursday, Aug. 15	9 a.m.–3:30 p.m.	Restricted access	Exhibitor move-in
	5:30–7:30 p.m.	<b>OPEN</b>	<b>Opening Reception in Exhibit Hall</b>
	7:31 p.m.	CLOSED	All visitors leave; security in place overnight
Friday, Aug. 16	7:30 a.m.–5:30 p.m.	<b>OPEN</b>	<b>Exhibit Hall open</b>
	7:30–8:30 a.m.	OPEN	<b>Breakfast in Exhibit Hall</b>
	10:30–11 a.m.	OPEN	<b>Coffee/snack break in Exhibit Hall</b>
	5:31 p.m.	CLOSED	All visitors leave; security in place overnight
Saturday, Aug. 17	7:30 a.m.–5 p.m.	<b>OPEN</b>	<b>Exhibit Hall open</b>
	7:30–8:30 a.m.	OPEN	<b>Breakfast in Exhibit Hall</b>
	2:45–3:15 p.m.	OPEN	<b>Coffee/snack break in Exhibit Hall</b>
	5:01–8 p.m.	<b>CLOSED</b>	<b>Exhibitors tear down and ship out materials</b>
	7:30–11:30 p.m.		Member Recognition Gala (ticketed event)
Sunday, Aug. 18	8 a.m.–noon		Final education sessions; Convention concludes



# SPONSORSHIP OPPORTUNITIES

## Exhibit Hall Hyatt Regency Denver





# Reservations and Payment Information

OFFICE USE ONLY

Date received at NCRA: \_\_\_\_\_

Booth # reserved: \_\_\_\_\_



**Hyatt Regency Denver | 650 15th Street | Denver, CO 80202 | Aug. 15-18, 2019**

*Exhibit Hall open Aug. 15-17; please see preliminary schedule grid for more details*

## SPONSORSHIP RESERVATION

- YES, I want to sponsor the 2019 NCRA Convention & Expo!**
- Platinum**     **Gold**     **Silver**     **Bronze**     **Exhibitor**

**Today's Date:** \_\_\_\_\_

COMPANY NAME

ADDRESS

CITY

STATE

ZIP

PHONE

URL

**PRIMARY CONTACT:** Information on conference updates will be emailed to the *primary contact*. This includes the final booth assignments and exhibit confirmation, invoice, Alliance Nationwide exhibitor service kit, shipping deadlines, etc.

NAME

EMAIL

PHONE

Are you a current NCRA member?     Yes     No    ID #: \_\_\_\_\_

Will the primary contact attend Convention?     Yes     No

Is this the contact for billing purposes?     Yes     No    If no, add that info on last page.

**PRODUCT/SERVICE DESCRIPTION to publish in the mobile app, part 1:** Provide a brief description (25 words max) of your company's products and services. Keep description in paragraph form (no bullets). You may mention promotions that you plan to conduct at your booth. *NCRA reserves the right to edit and revise the description as needed:*

### PRODUCT/SERVICE DESCRIPTION, part 2:

Email your company logo in a high resolution .jpg file to [adsupport@ncra.org](mailto:adsupport@ncra.org) no later than June 14.

**SPONSORSHIP RESERVATION**, *continued*

**Select booth # preferences:**

<b>EXHIBIT BOOTH</b>	<b>PLATINUM, GOLD</b> 8' x 20', inline, 160 sq. ft.	<b>SILVER, BRONZE, EXHIBITOR</b> 8' x 10', inline, 80 sq. ft.	<b>Additional</b> 8' x 10' spaces \$1,500	<b>Corner or end cap, + \$500</b>
<b>1st choice booth #</b>	#	#	#	#
<b>2nd choice booth #</b>	#	#	#	#
<b>3rd choice booth #</b>	#	#	#	#
<b>4th choice booth #</b>	#	#	#	#

**NEXT STEPS to reserve your sponsorship, exhibit booth, or advertising:**

- PROVIDE PAYMENT INFORMATION, whether paying by check or credit card
  - SIGN AND RETURN THE COMPLETED FORM WITH PAYMENT TO: Mary Petto at [mpetto@ncra.org](mailto:mpetto@ncra.org) or by mail to April Weiner c/o National Court Reporters Association, 12030 Sunrise Valley Dr., Suite 400, Reston, VA 20191-3484
- I understand that payment is due in full before booth reservations can be confirmed.

**PAYMENT INFORMATION**

A signature on this application indicates understanding of and agreement to comply with all policies, rules, regulations, terms, and conditions herein, and any others issued by NCRA; willingness to abide by the payment policy; and agreement that NCRA rules and regulations are an integral and binding part of this contract.

Your sponsor level price \_\_\_\_\_ + additional space price \_\_\_\_\_ + end cap fee \_\_\_\_\_ = \_\_\_\_\_

Attached is a check for a total of \$\_\_\_\_\_ payable to NCRA (Fed. Tax ID: 36-2213239)

I understand that my sponsorship, exhibit, and advertising assignments cannot be confirmed until my payment is received.

Charge my credit card information provided below.

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
TODAY'S DATE

American Express     Discover     MasterCard     Visa

\_\_\_\_\_  
CREDIT CARD NUMBER

\_\_\_\_\_  
EXPIRATION DATE

\_\_\_\_\_  
SECURITY CODE

\_\_\_\_\_  
CARDHOLDER NAME

\_\_\_\_\_  
BILLING ZIP CODE

\_\_\_\_\_  
CARDHOLDER SIGNATURE

**OPTIONAL BILLING CONTACT INFORMATION:** Complete this if billing contact *is different* from the primary contact.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
BILLING CONTACT NAME

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP

\_\_\_\_\_  
EMAIL ADDRESS

\_\_\_\_\_  
PHONE

**National Court Reporters Association**, 12030 Sunrise Valley Drive, Suite 400, Reston, VA 20191-3484  
Mary Petto, 703-584-9022; [mpetto@ncra.org](mailto:mpetto@ncra.org). Send advertising materials to [adssupport@ncra.org](mailto:adssupport@ncra.org).