



NNEP 2011 – 15th Anniversary
February 18-19, 2011

Trade Show Book Listing and Exhibitors "Everything" Order Form

*Please fill out this form completely. This form covers most of your exhibitor needs for the show!
If you have any questions, contact NNEP at 330-678-4887.*

*Complete this form, fax or mail back BOTH pages to NNEP, **FAX # 330-678-8988**.*

1. TRADE SHOW BOOK LISTING: This is the information that we use to create the Trade Show Directory for attendees.

Contact Name (not published – just if we have questions!) _____

Company Name _____

Mailing Address _____

City/State/Zip _____

Toll Free (_____) _____ Local (_____) _____ Fax (_____) _____

Website _____ Email _____

Show Special (25 words max.) _____

Description of Product/Service (100 words max.)

2. NAMES of exhibiting staff (for name tags):

3. NAMES of staff members staying in show exhibit suite (helps immensely at hotel check-in):

_____ Suite # _____ Suite # _____

_____ Suite # _____ Suite # _____

4. HOTEL Check In Date: Thursday 2/17/11 _____ Other _____

5. HOTEL Check Out Date: Saturday (after 3 PM show close, and before 5 PM) 2/19/11 _____

Sunday 2/20/11 _____ Other _____

Company Name: _____

6. LUNCHES Circle how many box lunches would you like on Friday (max 2 per suite)? 0 1 2

Circle how many box lunches would you like on Saturday (max 2 per suite)? 0 1 2

Box lunches will be delivered to exhibitors on Friday and Saturday at no charge IF ordered above.
Additional FREE box lunches will NOT be available onsite, as they must be ordered in advance.
PURCHASE additional box lunches on the ground floor of the hotel on Friday and Saturday.

7. DOOR PRIZES: This year we are giving away the door prizes on Thursday evening as part of the fundraiser for Do Duds (the charity established by the NNEP, collecting new blank and decorated apparel for the battered women's shelters) and on Friday at the Gala as part of the Casino Night. As always, the door prizes and the companies that donate them will be listed in the Conference Workbook and we sincerely appreciate your contribution to creating a memorable evening! Please let us know about the door prizes you will be contributing this year.

PRIZE DESCRIPTION(S) and VALUE(S) (\$25 minimum):

_____ \$ _____
_____ \$ _____
_____ \$ _____

7. SHOW POSTCARDS & GUEST PASSES: Order show postcards – **circle** quantity to be shipped to contact on page 1: **100 250 500 1000**. Download event brochures and guest passes from the **exhibitor site**: http://www.nnep.net/2011_NNEP_Conference/exh_forms.php. **Promote your participation in the show** to your customers by posting the **show link**: http://www.nnep.net/NNEP_2011/ on your website and by sending out guest passes or postcards to your customers via mail, email or through your website.

8. BUYER LIST: The buyer list is available to every exhibitor immediately after the show for \$150. Use the Buyer List form on the exhibitor website to order the list, http://www.nnep.net/2011_NNEP_Conference/exh_forms.php

9. LEAD RETRIEVAL: We offer Lead Retrieval for this event. Contact MGL Management for details if you would like to rent a unit, 703-820-1352, matt@mglmanagement.com, or download the **FORM** from the exhibitor site, http://www.nnep.net/2011_NNEP_Conference/exh_forms.php.

Give us a call if you have any questions about NNEP 2011 – 15th Anniversary... Ask for Jennifer or Jessica at 330-678-4887. It is a pretty straight-forward show and we try to make it a simple process for you! **This completed form is all you need to return before this show for NNEP.** As always, let us know how we can improve this event for you.

The Trade Show Listing and Door Prize information must be submitted no later than **February 1, 2011** to be included in the Trade Show Book. ***We will gladly accept it sooner!!!***

Complete this form by hand or on screen (2 versions of form on exhibitor website), print it out and submit form by FAX or mail to:

NNEP 2011-15th Anniversary
4693 Kent Road, Kent, OH 44240
(330) 678-4887 **Fax (330) 678-8988**