



An Invitation to Exhibit at the *2011 WIN Neighborhood Conference*

10th Anniversary of the Wichita Neighborhood University Conference
“2001 – 2011”

Waves of Change – Oceans of Opportunity



For Good Health, Good Living & Good Relationships



September 17, 2011
Century II Convention Hall
Wichita, Kansas



WIN Conference Committee

Wichita Independent Neighborhoods, Inc., 1150 N. Broadway, Suite 101, Wichita, Kansas 67214

Phone Number: (316) 260-8000 * **E-mail:** win@winwichita.com * **Website:** <http://www.winwichita.com>





WHY EXHIBIT AT THE 2011 WIN NEIGHBORHOOD CONFERENCE?

This is the 10th Anniversary of the WIN Neighborhood University Conference in Wichita. The Conference is expected to attract approximately 200 City of Wichita consumers and other individuals from around the State. Breakout Sessions will include five tracks: 1) Nuts & Bolts of a Neighborhood Association, 2) Curb Appeal and/or Community Gardens, 3) Civic Involvement, 4) Keeping It Fit and Healthy, and 5) Youth Involvement. When preparing your exhibit please take into account the diversity of conference attendees, which include representatives from an array of backgrounds. Conference participants include, but are not limited to the following: Neighborhood Association Leaders and Members, Home Owner Association Leaders and Members, Community Coalitions and Community Leaders, Business Owners, Retired Volunteers, Local Non-profit Organizations, Neighborhood Watch Block Captains, Youth Serving Organization Members and Leaders, Youth Led Organization Members and Leaders, Local Governmental Agencies (City and County), Parents, School Counselors and Teachers, Health Organizations, Religious / Fraternal Organizations, Civic / Volunteer Groups, Law Enforcement and Fire Department personnel and Entrepreneurs.

EXHIBITOR OPTIONS

Option 1 - Table displays

Early Bird Rate (prior to June 30)
\$50 per table

After June 30 no later than August 12
\$75 per table

Table displays include the following:

One 6’ table and two chairs

Listing of company/organization name, service and/or product information, and contact in-formation in attendee conference materials (submit information by May 1 to be included in the program).

Option 2 - Floor displays

Early Bird Rate (prior to June 30)
\$60 per space

After June 30 no later than August 12
\$80 per space

Floor displays include the following:

Space measures 12’ x 6’ and includes:

One 6’ table and two chairs

Area for display racks

Listing of company name, service and/or product information, and contact information in attendee conference materials (submit information by May 1 to be included in the program).

Option 3 - Bag Inserts

Early Bird Rate (prior to June 30)
Registration Fee: \$20

After June 30 no later than August 12
Registration Fee: \$30

You can still participate in the 2011 WIN Neighborhood Conference if you are unable to attend in person. Ship your information and/or product samples to us for inclusion in the conference participant’s bags (200). Registration fee must be paid in full to participate. **Information must be received NO LATER THAN Friday, August 12, 2011** (Cost of shipping is your responsibility.)

NOTE: See shipping information on Registration Form.





HOW TO RESERVE YOUR SPOT

To reserve your place at the 2011 WIN Neighborhood Conference, complete the Exhibitor Registration and return it to WIN Conference Committee, Wichita Independent Neighborhoods, Inc., 1150 N. Broadway, Suite 101, Wichita, Kansas 67214 along with your exhibit fees. Checks should be made out to WIN.

ASSIGNMENT OF SPACE

The 2011 Exhibit Area is in Century II Convention Hall. Each booth consists of one 6’ table and two chairs. Additional tables are available for a fee (\$7.00) and must be requested and paid for in advance. **Exhibitors may not bring their own tables.** There are no physical dividers between booths. The exhibit area **will not** be secure. We encourage you to take valuable items with you when you leave your booth. If you need an electrical outlet, you must indicate that on your registration form and an additional **Utilities Order Form** must be requested and filled out. Requests for electrical outlets will be filled on a first come, first served basis. Please see additional information on Electrical below.

ELECTRICAL – Additional charges apply

The regular rate for electricity is \$36 plus tax. Century II must make the connection to the outlet with Century II extension cords. Exhibitors can then plug into Century II cords if they want to add a plug-in strip or another extension cord. **ALL CONNECTIONS TO BUILDING EQUIPMENT WILL BE DONE BY STAFF ELECTRICIANS ONLY!**

EXHIBIT HOURS

Saturday, September 17, 2011

Setup – 7:00 AM– 8:00 AM

Exhibits Open – 8:00 AM – 3:00 PM, except during Plenary Session and Keynote Session.

Exhibit tear down begins at 3:00 PM. All Exhibitors are to be out no later than 4:00 PM.

****Conference attendees will be given a card to have initialed by each exhibitor in order to have their name in the door prize drawing at the end of the conference.**

INTERNET ACCESS

Wireless internet access is available in the exhibit area for no extra charge.

CONFERENCE LOCATION

**Century II Convention Center
Carl Bell Convention Hall
225 W. Douglas
Wichita, Kansas 67202**

Continental Breakfast for one person is included in Exhibitor Fee.

Conference registration/payment is separate and in addition to exhibitor registration/payment. If you wish to exhibit and attend conference breakout sessions, you need to register for the conference separately. A conference brochure and registration form will be available online in May.





TERMS AND CONDITIONS

By participating as an exhibitor in the 2011 WIN Neighborhood Conference, you, your organization/association, and your representatives agree to the following terms and conditions. These terms and conditions will be strictly enforced and violators may be asked to leave the exhibition area.

AMENDMENTS: The exhibitor agrees that the 2011 WIN Neighborhood Conference Organizers shall have the right to make such rules and regulations or changes in arrangements as it shall deem necessary, and to amend same from time to time. The conference facilitator shall have the final determination and enforcement of all rules, regulations, and conditions.

BOOTH ASSIGNMENT: The WIN Neighborhood Conference Organizers do not guarantee any particular booth selection and reserves the right to exercise its sole discretion in the acceptance or refusal of applications for any reason, with or without cause. The final arrangement of booth space will be determined by the conference facilitator at his/her sole discretion.

SET-UP INFORMATION: Fire regulations require exhibitors to keep displays, products, signage, and any other materials within their booth limitations. If any of these items are found to be in aisle space, the exhibitor is liable for municipal fines and may be asked to dismantle their exhibit and leave. Exhibitors may not bring in additional tables. Additional tables are available with advance registration for a fee.

LIABILITY

Exhibitor assumes responsibility and hereby agrees to protect, indemnify, defend, and save the WIN Neighborhood Conference Organizers and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof.

CANCELLATION OF SPACE: Cancellation of exhibit space must be in writing. Telephone cancellations will not be accepted. Full refunds will be made for exhibits cancelled before July 15, 2011. In no case will a refund be issued for a cancellation made after that date.

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Wichita Independent Neighborhoods, Inc. is committed to making programs accessible to people with disabilities. If you wish to volunteer information regarding any special assistance you may need, please contact the Wichita Independent Neighborhoods, Inc. at (316) 260-8000. Wichita Independent Neighborhoods, Inc. does not discriminate in its programs and activities on the basis of race, religion, color, national origin, gender, age, sexual orientation, marital status, and political affiliation, status as a veteran or disability. The following person has been designated to handle inquiries regarding nondiscrimination policies: Vice President of the Board, Beverly Domitrovic, Wichita Independent Neighborhoods, Inc., 1150 N. Broadway, Suite 101, Wichita, Kansas 67214; telephone (316) 260-8000.





2011 WIN Neighborhood Conference Exhibitor Registration September 17, 2011

WIN Conference Committee
Wichita Independent Neighborhoods, Inc., 1150 N. Broadway, Suite 101, Wichita, Kansas 67214
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Name of Organization _____

Registration/Billing Contact _____ E-mail: _____

Name of Rep 1 staffing the display area _____ E-mail: _____

Name of Rep 2 staffing the display area _____ E-mail: _____

Mailing Address _____

City/State/Zip _____

Phone _____ Fax _____ Web _____

Total Tables registering for: _____ I need an electrical outlet: _____ yes _____ no
Additional Tables require and extra \$7.00 fee

List any exhibitors you do not wish to be adjacent to:

Signature: _____

I agree to abide by all WIN Neighborhood Conference Exhibitor terms and conditions.

Exhibitor Opportunities: Make Checks Payable to: WIN

Option 1 – Table Displays Early Bird Rate (prior to June 30) After June 30 _____ \$50 per table _____ \$75 per table	Option 3 – Bag Inserts Early Bird Rate (prior to June 30) After June 30 _____ \$20 _____ \$30
Option 2 – Floor Displays Early Bird Rate (prior to June 30) After June 30 _____ \$60 _____ \$80	Bag Inserts should be shipped to: WIN Conference Committee Wichita Independent Neighborhoods, Inc. 1150 N. Broadway, Suite 101 Wichita, Kansas 67214

Please include a short description of your Exhibit:

