

December 2017

Greetings! As the busy holiday season approaches please do not overlook your opportunity to become a sponsor and/or exhibitor at the **2018 Spring Continuing Education Conference for Social Workers**. The conference will be held **May 2, 3 & 4, 2018** at the newly remodeled Charleston (WV) Civic Center.

The annual *Spring Conference* attracts over **1,000 participants** making it the largest NASW Chapter annual conference! For 2018 we will again feature expanded networking time in the Exhibit Hall.

Your personalized Exhibitor Registration form appears below. Please read it carefully as it contains important information. Return the completed form with your payment (VISA, PayPal & PO accepted) to reserve your space. Make any needed corrections on the form. Please respond soon to insure a timely, correct listing both online and in print.

Our participants come from healthcare, mental and behavioral health, child welfare, and social and human services backgrounds. They are direct service practitioners, therapists, managers, supervisors and leaders in their fields. They choose to attend the *Spring Conference* because it offers over *100 timely, skill-building workshops, compelling speakers, professional continuing education contact hours, a homecoming atmosphere and, of course, interesting and informative sponsors and exhibitors like YOU!*

Exhibitors appreciate the *Spring Conference* because we work to maximize your access to conference participants in a friendly, relaxed environment with affordable fees and optional sponsorship levels that increase your visibility.

Exhibits will be located in the Civic Center's spacious Grand Hall North with overflow in the Lower Lobby. The Civic Center is a fully-accessible public facility located adjacent to conference hotels, restaurants, shopping and tourism opportunities. Refreshment breaks will be co-located in the Exhibit Hall. Many exhibitors bring door prizes to award via raffles held at their booths during the conference. Note that the Civic Center will still be undergoing some remodeling.

Sponsorship opportunities increase your visibility and impact! Sponsors receive ***special mention*** from the podium at the ***keynote session*** and via *conference signage, inserts and online listings*. Sponsors also receive special consideration in ***booth placement***, and two or more ***complementary registrations***. Some levels include a ***double booth***.

Limited number of 10' x 10' standard booths available. Booths separated by pipe & drape. Standard booths include 1 - 3' x 8' table covered & skirted with 2 chairs. Electrical service is available upon request. Additional items (*extra table/ chairs, booth carpet, phone, wireless, A/V's, etc.*) may be arranged through the Civic Center at 304.345.1500 or by visiting <http://www.charlestonwvciviccenter.com/>. Ask for/download the *drayage form* to ship & store booth items.

Once we receive your *Exhibitor Registration Form* you can expect to receive a conference registration brochure by mail in mid-to-late February. Move-in and set-up information will arrive by email about 14-days prior to the conference. Hotel information will soon be posted to our website (www.NASWWV.org) and will be listed in the registration brochure. Please feel free to contact our office if you have any questions.

*Thank you for your consideration. I hope to see you next **May** at the **2018 Spring Conference**.*

Best Wishes for a Safe and Happy Holiday Season!



Sam Hickman, MSW, ACSW
Executive Director

SPONSOR / EXHIBITOR REGISTRATION FORM
National Association of Social Workers, West Virginia Chapter

2018 Spring Continuing Education Conference for Social Workers

(Please make any necessary contact information corrections on this page.)

Name of Person This Form is Directed to: «First_Name» «Last»

Name of Primary Contact Person for Your Organization: Same Or write in here:

Company/Organization Name: _____

Address: _____

Telephone/Fax/Cell: _____

E-mail Address: _____

Website URL: _____

*This is to secure our reservation for an exhibit booth at the **2018 Spring Continuing Education Conference for Social Workers, May 2, 3 & 4, 2018, Charleston (WV) Civic Center***

Please Check Category: *(Standard 10'x10' booth includes 1 - 3' x 8' covered & skirted table & 2 chairs, pipe & drape.)*

- Platinum Sponsor: \$7,500** *One Available:* Double booth, prime location, acknowledgement, listings, web link, 6 comp registrations!
- Gold Sponsor: \$5,000** Double booth, prime spot, podium acknowledgement, banner/print/online listings, web link, 4 comp registrations!
- Silver Sponsor: \$2,500** Double booth, prime spot, podium acknowledgement, banner/print/online listing, web link, 3 comp registrations!
- Bronze Sponsor: \$1,000** Standard booth, central aisle, podium acknowledgement, banner/print/online listings, web link, 2 comp registrations!
- Exhibitor: \$ 500** Standard booth, print/online listings, 1 comp registration!
- Early Bird Discount!** *You may deduct 10% if your payment in full is received by January 31, 2018!*

Payment Method: Check VISA/MC Authorized Agency Purchase Order Attached *(considered Paid in Full)*

Payment is: Enclosed Being Processed PayPal *(check box and visit www.NASWWV.org)*

Credit Card Authorization: Card # _____ IVC Security Code _____

Name on Card _____ Exp. Date ___ / ___ Authorized Signature _____

Electrical Service: *(Please Check One)* Required Not Required

Additional Staff Surcharge: If exhibit booth staffing will exceed an average of 2 persons per day please add a **\$10 per person, per day** catering surcharge for each person above the two person average. *Thank you!*

The following exhibit staff will assume primary responsibility for our booth:

Name/Title: _____ Phone# (____) _____ Email: _____

Name/Title: _____ Phone# (____) _____ Email: _____

Additional Staff: (Add \$10 catering surcharge only for additional staff above the two person average.)

Avg Add'l Name/Title: _____ Phone# (____) _____ Email: _____

Avg Add'l Name/Title: _____ Phone# (____) _____ Email: _____

Additional Information - Important:

Attending Conference Sessions: Exhibit staff may attend the keynote address and any 1-hour plenary session as desired, but must register to attend 1.5-hour or 3-hour skill-building workshops. Contact our office for instructions on using a complementary registration. *Note: Complimentary registration waives the basic registration fee only. It does not cover fees for optional events or services. Not valid for registration fee refund.*

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Cancellations/Refunds: Sponsor/Exhibitor registration fees are non-refundable.

Mail to/Make checks payable to: **NASW, West Virginia Chapter** or FAX to: 304.720.3766
1608 Virginia Street, East Phone: 304.345.6279 (NASW)
Charleston, WV 25311 Email: Mail@NASWWV.org

Fine Print: All rights reserved. Schedule subject to change without notice. Sponsor/Exhibitor registration requests received by January 31st will appear in approximately 3,000 printed registration brochures and in web-based, email and social media conference promotions. Your registration implies agreement with all terms and conditions printed herein, and that you agree to hold NASW, Inc. harmless from damages or losses associated with their participation in this event. Sponsor/Exhibitor registrations are accepted on a space available basis. Sponsor/Exhibitor registration fees are non-refundable. Final booth locations are determined by NASW WV. We reserve the right to decline or refuse sponsor / exhibitor registration requests.