
THE BIG SHOW



44TH ANNUAL NAPT ONE-DAY TRADE SHOW

Exhibitor Registration



October 30, 2018

KANSAS CITY
CONVENTION CENTER
KANSAS CITY, MO



#naptconference

naptconference.org
info@napt.org
800.989.6278

THE BIG SHOW:

Coming to Kansas City, MO **October 30!** Be part of the industry's biggest and best gathering of student transportation professionals for the largest and most diverse conference and trade show.



PARTICIPATION PROVIDES YOUR COMPANY THE OPPORTUNITY TO:

- Gain access to **over 600** student transportation professionals
- **Expand your reach** to other business partners in the industry
- Meet **face-to-face** with prospective customers
- Strengthen your **relationship** with existing clients
- Forge strategic, long-lasting **partnerships**

AS AN EXHIBITOR, YOU'LL MEET:

Transportation Directors & Supervisors
Fleet Managers
Routing Specialists
Fleet Mechanics
Safety and Driver Trainers
Special Education Professionals
State Directors
Private Fleet Operators

TOP THREE REASONS DELEGATES ATTEND



Connect with specific sponsors & vendors



Gather info to stay current



Networking opportunities

BIG | BIG SHOW | NUMBERS



Delegates rate NAPT Conference & Trade Show as **Excellent/Very Good**



Delegates rate relevance of products/services displayed as **Excellent/Very Good**



Delegates rate quality of exhibits as **Excellent/Very Good**



Delegates represent **94%** of the **US** (that's 47 states!), plus 3 Canadian Provinces, the UAE & Asia

“...**BEST SHOW I'VE ATTENDED...I SPENT ALL DAY!**”

“ALWAYS GREAT NETWORKING OPPORTUNITIES. ALWAYS BIGGEST TRADE SHOW.”

EXHIBITOR INFORMATION

EXHIBIT CHARGES & SERVICES • SQUARE FEET

100 square feet

\$1,650 (includes 2 name badges) / \$1,750 after 9/14/18

200 square feet

\$2,250 (includes 3 name badges) / \$2,350 after 9/14/18

300 square feet

\$3,485 (includes 3 name badges) / \$3,585 after 9/14/18

400 square feet

\$4,419 (includes 4 name badges) / \$4,519 after 9/14/18

500 square feet

\$5,353 (includes 4 name badges) / \$5,453 after 9/14/18

600 square feet

\$6,287 (includes 6 name badges) / \$6,387 after 9/14/18

700 square feet

\$7,222 (includes 6 name badges) / \$7,322 after 9/14/18

800 square feet

\$8,156 (includes 6 name badges) / \$8,256 after 9/14/18

900 square feet

\$9,090 (includes 8 name badges) / \$9,190 after 9/14/18

ISLAND BOOTHS

400 square feet

\$4,419 (includes 4 name badges) / \$4,519 after 9/14/18

600 square feet

\$6,287 (includes 6 name badges) / \$6,387 after 9/14/18

800 square feet

\$8,156 (includes 6 name badges) / \$8,256 after 9/14/18

900 square feet

\$9,090 (includes 8 name badges) / \$9,190 after 9/14/18

1,000 square feet

\$10,024 (includes 8 name badges) / \$10,124 after 9/14/18

1,200 square feet

\$11,893 (includes 8 name badges) / \$11,993 after 9/14/18

1,600 square feet

\$15,630 (includes 8 name badges) / \$15,730 after 9/14/18

1,500 square feet

\$14,696 (includes 8 name badges) / \$14,796 after 9/14/18

2,000 square feet

\$19,367 (includes 10 name badges) / \$19,467 after 9/14/18

2,500 square feet

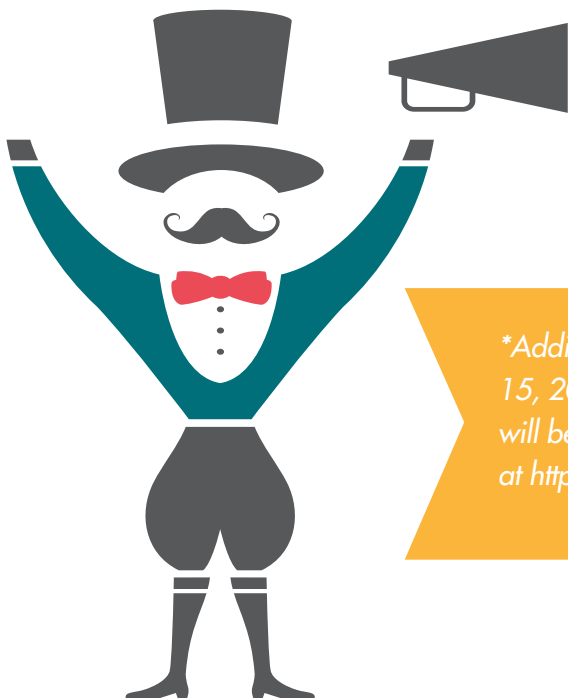
\$24,038 (includes 10 name badges) / \$24,138 after 9/14/18

3,500 square feet

\$33,380 (includes 10 name badges) / \$33,480 after 9/14/18

4,000 square feet

\$38,052 (includes 10 name badges) / \$39,152 after 9/14/18



**Additional Badges may be requested at \$50 per badge before October 15, 2018. Request for badges after October 15, 2018, including on-site, will be \$60 per badge. The exhibitor badge registration form is available at <https://www.naptconference.org/exhibitorinfo>.*

YOUR TRADE SHOW SPACE INCLUDES:

- NAPT Business Partner membership for two company representatives (a \$200 value)
- Access to full conference program for all registered company representatives with an exhibitor badge (a \$325/person value)
- Aluminum piping with 8' high back drape and 3' high draped side rails
- 7" x 44" two-line ID sign
- One 6' draped table and 2 chairs
- Listing in the 2018 Program Guide as an Exhibitor (If contract & payment received before September 14, 2018)
- Lunch on the Trade Show Floor Tuesday, October 30 for all registered company representatives

Bus and island space will not be draped. If you require draping for bus or island space, please contact the NAPT Trade Show Manager, Bill Loshbough
505.269.5258 (cell) | execuwest@aol.com

AISLES WILL NOT BE CARPETED. Exhibitors may order carpet for their booths.

EXHIBITORS WITH VEHICLES

To prevent damages in the Exhibit Hall, exhibitors or agents with mobile or motorized equipment will require guidance by Freeman Show Services to their respective booths. Exhibitors may drive their motorized equipment in or out of the exhibit areas or have Freeman supply an operator, when available, at an additional cost. A \$225 per unit/round trip spotting fee is required.

**“THE NAP T TRADE SHOW IS
THE BEST BY FAR!”**



MAXIMIZE YOUR CONNECTIONS

**with Lead Retrieval
through SCANVenger
Hunt for \$125**

The most exciting way to connect with operators at The Big Show is to secure your spot on our SCANVenger Hunt! The game gives you new opportunities to interact with and educate Delegates as they answer questions about your products or service. Bonus: there is a built in lead retrieval system so that after the event you will receive contact information from anyone that scans your company's QR code.

It's easy to participate! As a SCANVenger Hunt participant, you will get a QR code poster for your booth that, when scanned, will send attendees to a question (submitted by you) on their smart phone. For each question correctly answered, points are given. At the end of The Big Show, Delegates with the most points are eligible for a number of great prizes.

EXHIBITOR DETAILS



ASSIGNMENT OF SPACE

Booth assignments will be made on a first-come, first-served basis determined by the date contracts and payments are received. Exhibit Space Applications/Contracts will not be processed until full payment is received. Confirmations will be emailed to the contact listed on the contract indicating your space assignment.

Contracts must be received and paid in full prior to September 14, 2018 to be included in the Trade Show Guide. Anything received after that date is not guaranteed inclusion in the printed guide.

TRADE SHOW DECORATOR

Freeman Show Services is the official decorator for the 2018 Trade Show. Decorator kits and shipping information will be available online at myfreemanonline.com after receipt of the Exhibit Space Contract and full payment. Requests for additional furniture, booth carpeting, electrical service, audiovisual equipment, special signs, decorations and any other special needs should be made in advance directly with Freeman. The cost of services and any special orders placed with the decorator is not part of the NAPT booth fee. Please go to myfreemanonline.com to get the exhibitor information needed.

You may direct inquiries about the trade show to:
Bill Loshbough, Trade Show Manager
505.269.5258 (cell) | execuwest@aol.com

EXHIBITOR CHECK-IN

Saturday, October 27

- 7am-5pm, Kansas City Marriott Downtown

Sunday, October 28

- 7:30am-5pm, Kansas City Marriott Downtown

Monday, October 29

- 7:30am-6pm, Kansas City Marriott Downtown

Tuesday, October 30

- 7am-1pm, Kansas City Convention Center

EXHIBITOR SET-UP

Monday, October 29

- 8am-12pm – Bus, Island, Large Exhibitors
- 1-8pm – General Exhibitor Move-in

Tuesday, October 30

- 7-8:30am – General Exhibitor Move-in

All vehicles must be spotted in the exhibit hall by 12pm on Monday for fire-marshall inspection. All exhibitors must be finished with set-up by 8:30am Tuesday.

TRADE SHOW HOURS:

Tuesday, October 30

- 8:30-9am – VIP Opening
- 9am-3pm – 44th Annual NAPT Trade Show

Light buffet lunch will be served to all attendees and exhibitors on the trade show floor.

DISMANTLING:

Tuesday, October 30 @ 3:01-8pm

Dismantling is not permitted until after the close of the show.

**“LOVED THE TRADE SHOW AS IT GAVE ME TIME TO
SEE NEW PRODUCTS. BEST TRADE SHOW I HAVE
EVER ATTENDED!”**



SPONSORSHIP OPPORTUNITIES

Reinforce your marketing plan by increasing your visibility as a sponsor! You can become an exclusive sponsor or join with a group of companies to gain access to this active targeted audience. There are a variety of sponsorship opportunities to fit any budget.



★ EVENT SPONSORSHIPS

KEYNOTE PRESENTATIONS - \$7,500 EACH (2 OPPORTUNITIES AVAILABLE)

In addition to all Silver level sponsorship benefits, your company will receive:

- Opportunity for exclusive 5 minute presentation/introduce session
- Opportunity to place promotional materials in the back of the room during the session

★ TRADE SHOW BRANDED AISLE STICKERS

ONLY 11 OPPORTUNITIES AVAILABLE \$3,000 EACH

Take advantage of high-traffic areas on the Trade Show floor with your branded floor stickers. Help Delegates navigate their way right to your booth.

- Includes 4 customized 4'x4' stickers with your company logo or message designating an aisle
- Bronze level sponsor benefits

★ EVENT MOBILE APP

\$5,000

Maximize your exposure to all Delegates with the official conference mobile app. Branding opportunities are endless!

★ PROGRAM BREAKOUT ROOM

\$3,000 PER ROOM, PER DAY

- Ability to place materials in the back of one Breakout room all day
- Ability to place a banner-up (or similar) in the front of the room all day
- Company representatives can participate in sessions – connecting with Delegates before and after each session
- Bronze level sponsor benefits

NAPT will:

- Place signage with company logo outside the room
- Create a 'home screen' with company's logo on the screen for Delegates to see as they come in to the room



Sponsor a morning or afternoon break during one of our program days (Saturday, Sunday, Monday) and help keep Delegates fueled and ready to learn all day!

PROGRAM SNACK BREAKS

\$5,000 [Per Break, 6 Opportunities Available]

- Signage during selected break
- Silver level sponsor benefits
- Great opportunity for company representatives to mix & mingle with Delegates!

PROGRAM WATER STATIONS

\$1,500 [Per Day, 3 Opportunities Available]

- Signage near water stations placed throughout the main conference areas
- Bonus! Sponsor the conference water bottle gift for additional exposure.

TRADE SHOW COFFEE BREAK

Exclusive Opportunity! \$6,500

- Signage at all 4 coffee stations during the morning coffee break as the Trade Show opens on Tuesday, October 30
- Silver level sponsor benefits

TRADE SHOW HYDRATION STATION

Exclusive Opportunity! \$3,000

- Signage near water stations placed throughout the Trade Show floor
- Bronze level sponsor benefits

★ EXCLUSIVE SPONSORSHIP OPPORTUNITIES

ATTENDEE BAG - \$6,000
[600 UNITS]

- Sponsor's logo prominently displayed on one side of conference attendee bag
- Silver level sponsor benefits

DELEGATE FAVORITE!

DAILY SCHEDULE OF EVENTS EMAIL - \$5,000

Provide the 600+ Delegates with a nighttime reminder of the next day's activities. By sponsoring this high-profile opportunity, your company will be recognized each time attendees view the email to plan their busy day.

CONFERENCE ATTENDEE GIFT(S) [ALL DELEGATES RECEIVE THESE GIFTS WHEN THEY CHECK IN. 600 UNITS EACH]

Notebook - \$4,000

- Your logo prominently displayed on notebook
- Bronze level sponsorship benefits

Lanyard - \$3,500

- Your logo prominently displayed on conference attendee lanyard
- Bronze level sponsor benefits

1 GB USB Flash Drives - \$3,500

- Your logo prominently displayed on flash drive
- Opportunity to pre-load your marketing material (content & size restrictions)
- Bronze level sponsorship benefits

Water Bottle - \$3,000

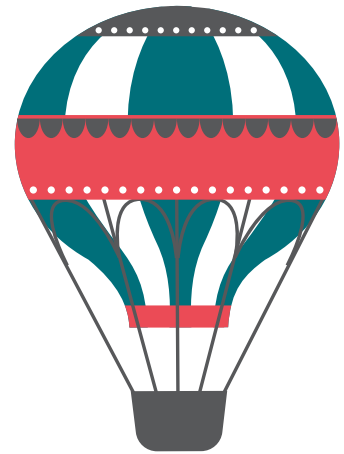
- Your logo prominently displayed on water bottle
- Bronze level sponsorship benefits

★ **NON-EXCLUSIVE SPONSORSHIP OPPORTUNITIES**

These sponsorships will offer multiple opportunities or provide companies the chance to join forces! Get your partners or distributors together and maximize your marketing dollars to support NAPT members. Call NAPT headquarters for more details.

COFFEE BREAK (3 OPPORTUNITIES) - \$3,500 EACH

- Signage during AM & PM breaks
- Bronze level sponsor benefits



ATTENDEE BAG INSERTS - \$500 PER PIECE [600 UNITS] (12 OPPORTUNITIES, FIRST-COME, FIRST-RESERVE)

- Opportunity to put your company's promotional literature or item in conference attendee bag
- Printed material cannot exceed more than 8 ½" x 11"
- Inserts cannot be bundled/packaged; only one piece per sponsorship
- Materials that do not meet size specifications are subject to exclusion
- All materials are subject to approval by Boards of Directors'

MATERIAL ROOM DROP

- Contact NAPT headquarters for details

★ **NEW PRODUCT SHOWCASE - \$500**

MONDAY, OCTOBER 29

Highlight your new product or service to our full conference delegation - comprising of key decision-makers in the industry! As a registered participant in the New Product Showcase, you'll have 10 minutes to share what's new from your company. Step Delegates through a PowerPoint presentation, show a video, or even bring the product in for a simple demonstration. Let Delegates from across the country know how your new product or service will improve efficiency, save money and/or increase safety. **Submit a proposal today!**

Please remember, this Showcase is designed to feature *new* products or services to the student transportation industry. Time-slots will be sold on a first-come, first-served basis with only 7 opportunities available. All proposals are subject to Board review and approval. Once approved, staff will confirm your participation and provide a sponsorship invoice.



GENERAL SPONSORSHIP LEVELS & BENEFITS

By supporting NAPT's 44th Annual Conference & Trade Show, you're demonstrating your commitment to the safe, efficient transportation of students to and from school each day. Based on your total sponsorship amount, your company will be recognized as one of the following levels of sponsorship:

	Diamond \$25,000+	Platinum \$15,000+	Gold \$10,000+	Silver \$5,000+	Bronze \$2,500+	Friend \$750+
Option for exclusive 10 minute presentation to all Conference Delegates (live or video)	★					
NAPT will send the Delegate registration list 2 weeks prior to the event	★	★				
Complimentary Attendee Bag Insert	★	★	★			
Complimentary Half-page Ad in Program Guide (with option to increase to Full or Cover Position ad)	★	★	★	★		
Special name badges that distinguish your company representatives	★	★	★	★	★	★
Recognition during conference announcements	★	★	★	★	★	★
Listing as a sponsor on conference signs located at the registration desk and on the Trade Show floor	★	★	★	★	★	★
Listing as a sponsor on our dedicated conference webpage with a hot link to your website	★	★	★	★	★	★
Sponsor recognition in all pre- and post-Conference communications	★	★	★	★	★	★

2018 PROGRAM GUIDE ADVERTISING OPPORTUNITIES

As an advertiser, every 2018 Conference Delegate will see your company name throughout the duration of the event! The Guide will include the entire event schedule, exclusive session and speaker information, the official Trade Show map with booth listing, and so much more. At check-in, everyone will receive their copy of the Guide to keep with them for the next several days. Increase your brand recognition and become an advertiser today.

- **½ page** - \$425 before August 1 / \$475 after August 1
- **Full page** - \$525 before August 1 / \$575 after August 1 – limited opportunities available!
- **Cover positions** - \$1,200 before August 1 / \$1,320 after August 1 – only 3 opportunities available!



BE SOCIAL!



Let your followers know you'll be at The Big Show! Be sure to 'like' and 'follow' us on social media (@NAPTHQ) for the latest updates and fun event news. Encourage customers to register and connect with you on Tuesday, October 30 by using #naptconference and #ConnectCommunicateCollaborate.

HOUSING ACCOMMODATIONS

Kansas City Marriott Downtown
200 West 12th Street
Kansas City, MO 64105

RESERVATIONS

Reservations are to be made at the **National Association for Pupil Transportation PassKey Registration**.

- Single/Double Rate: \$153
- Triple Rate: \$173
- Quad Rate: \$193

Cut-off for reservations: **September 26, 2018**

**Current tax rate is 16.85% plus \$1.50 per room per night for KC Development Fee*

The Marriott is within walking distance of the Convention Center. Most General & Program Sessions will be at the Marriott.

Please help! In order to assist NAPT in providing a quality educational experience for our Delegates, your customers, please book conservatively at the Conference hotel property and leave rooms open for Delegates.



CHECKLIST

DID YOU...

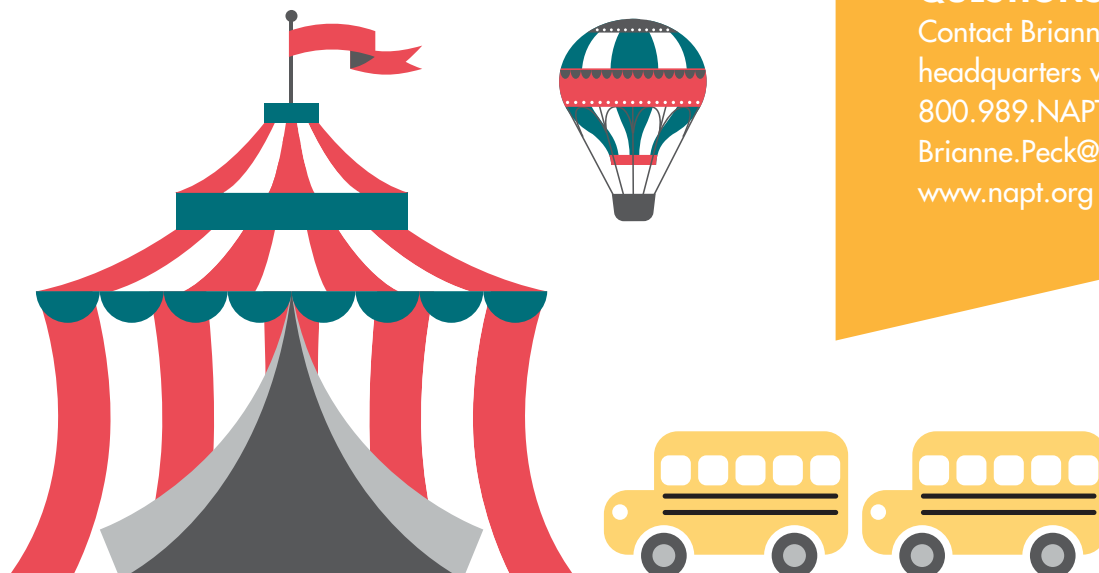
- Check the **Interactive Floor Map**
- Select your 6 preferred booth spaces
- Complete Exhibitor Contract
- Complete NAPT Business Partner Application
- Select Sponsorship & Ad Space
- Complete Payment information (to include booth space, membership, sponsorship)

SEND EVERYTHING TO:

NAPT Headquarters
1840 Western Avenue
Albany, NY 12203
Fax: 518.218.0867
Brianne.Peck@napt.org

QUESTIONS?

Contact Brianne Peck at NAPT headquarters with any questions:
800.989.NAPT (6278)
Brianne.Peck@napt.org
www.napt.org





MEMBERSHIP APPLICATION

MEMBERSHIP DETAILS

NAPT Business Partner membership is designed for organizations that provide products and/or services within the student transportation industry and wishes to exhibit at the NAPT One-Day Trade Show. Membership is \$1,650 for the year (\$1,750 after 9/14/2018) and includes a 10'x10' booth space at the One-Day Trade Show (with the option to purchase additional space at a reduced rate). With this membership type your organization receives two individual memberships, including company voting rights. Please note, your Primary Point-of-Contact will be listed in the NAPT Online Member Directory, and will receive all membership renewal notifications as well as one of two NAPT individual memberships. Your membership year is based on your anniversary (join) date.

ORGANIZATION INFORMATION

Company: _____

Mailing Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Phone & Ext.: _____ Fax: _____

Company Website: _____

PRIMARY POINT-OF-CONTACT (MEMBER #1)

First Name: _____ Middle Initial: _____ Last Name: _____ Suffix: _____

Address, if different from above: _____

Title: _____

Email: _____ Phone: _____

Your email address is required to process and finalize your membership.

NAPT membership cards are available upon request. Would you like to receive an NAPT membership card in the mail?

Yes, please No, thank you

Your membership card will be mailed to the address above once payment is received.

MEMBER #2

First Name: _____ Middle Initial: _____ Last Name: _____ Suffix: _____

Address, if different from primary: _____

Title: _____

Email: _____ Phone: _____

FORM PAGE 1/2

SUBMIT YOUR FORM VIA FAX: 518.218.0867 OR EMAIL: BRIANNE.PECK@NAPT.ORG



NAPTHQ



@NAPTHQ



INFO@NAPT.ORG



800.989.6278

ONLINE DIRECTORY DETAILS

As an active Business Partner member of NAPT, your company will be listed in our Online Member Directory. Please select the following category that best describes the company (**you may select up to three categories**):

- | | | |
|--|--|---|
| <input type="checkbox"/> Add-on Restraints | <input type="checkbox"/> Exterior Safety Control Systems | <input type="checkbox"/> Safety Equipment |
| <input type="checkbox"/> Advisory & Route Optimization Services | <input type="checkbox"/> Filters | <input type="checkbox"/> Safety Training |
| <input type="checkbox"/> Air Conditioning Systems & Parts | <input type="checkbox"/> Financial Services | <input type="checkbox"/> Safety Vests |
| <input type="checkbox"/> Alarms - Child Warning/Back-up | <input type="checkbox"/> Fire Suppression Detection | <input type="checkbox"/> Sealants & Adhesives |
| <input type="checkbox"/> Alternative Fuel Equipment | <input type="checkbox"/> First Aid Kits | <input type="checkbox"/> Seals for Doors, Windows & Edgings |
| <input type="checkbox"/> Appraisal Services | <input type="checkbox"/> Fleet Maintenance, Parts Inventory Software | <input type="checkbox"/> Seating Manufacturers |
| <input type="checkbox"/> Audio/Video | <input type="checkbox"/> Fleet Management & Acquisition Services | <input type="checkbox"/> Seats - Upholstery, Rubber & Foam |
| <input type="checkbox"/> Brakes | <input type="checkbox"/> Flooring | <input type="checkbox"/> Software Systems |
| <input type="checkbox"/> Bumpers | <input type="checkbox"/> Foam Suppliers (Seating & Safety) | <input type="checkbox"/> Steering Control & Anti-Sway Bars |
| <input type="checkbox"/> Bus & Chassis Manufacturers | <input type="checkbox"/> Fuel Management Systems | <input type="checkbox"/> Stop Signs |
| <input type="checkbox"/> Bus Dealers & Distributors | <input type="checkbox"/> Fuel Tanks | <input type="checkbox"/> Storage Solution |
| <input type="checkbox"/> Bus PA Systems | <input type="checkbox"/> Heating Systems | <input type="checkbox"/> Student Emergency Preparedness |
| <input type="checkbox"/> Bus Parts | <input type="checkbox"/> Identification – RFID, Access | <input type="checkbox"/> Student Transportation Solutions |
| <input type="checkbox"/> Call Center | <input type="checkbox"/> Insurance Services | <input type="checkbox"/> Suppliers |
| <input type="checkbox"/> Chains - Snow & Ice | <input type="checkbox"/> Lighting | <input type="checkbox"/> Transmissions |
| <input type="checkbox"/> Child On-Board Reminder Systems | <input type="checkbox"/> Lubricants, Engine Oil & Additives | <input type="checkbox"/> Vehicle Accessories |
| <input type="checkbox"/> Child Restraint Systems | <input type="checkbox"/> Maintenance Equipment | <input type="checkbox"/> Vehicle Delivery Services |
| <input type="checkbox"/> Clamps, Couplers, Couplings & Rings | <input type="checkbox"/> Management & Staffing Services | <input type="checkbox"/> Vehicle Inspection Systems |
| <input type="checkbox"/> Cleaning Supplies/Chemicals & Equipment | <input type="checkbox"/> Mirror Manufacturers | <input type="checkbox"/> Vehicle Interlocks |
| <input type="checkbox"/> Communication Systems | <input type="checkbox"/> Natural Gas Engines | <input type="checkbox"/> Vehicle Lifts |
| <input type="checkbox"/> Contractors/Fleet Management | <input type="checkbox"/> Paint, Coatings & Vehicle Graphics | <input type="checkbox"/> Vehicle Lighting & Electronics |
| <input type="checkbox"/> Cruise Control | <input type="checkbox"/> Parts Distributors | <input type="checkbox"/> Vehicle Tracking/GPS |
| <input type="checkbox"/> Diesel Engines | <input type="checkbox"/> Publications | <input type="checkbox"/> Vehicle Washing Systems |
| <input type="checkbox"/> Diesel Maintenance | <input type="checkbox"/> Pupil Transportation Services | <input type="checkbox"/> Vinyl & Upholstery Suppliers |
| <input type="checkbox"/> Digital/Video Surveillance Systems | <input type="checkbox"/> Reflective Sheeting | <input type="checkbox"/> Wheelchair Lifts |
| <input type="checkbox"/> Doors & Door Controls | <input type="checkbox"/> Refurbishing & Rebuilding Services | <input type="checkbox"/> Wheelchair Tiedowns |
| <input type="checkbox"/> Driver & Child Safety | <input type="checkbox"/> Repair & Service Facilities | <input type="checkbox"/> Wi-Fi Technology |
| <input type="checkbox"/> Drivetrain Components | <input type="checkbox"/> Roof Hatches | <input type="checkbox"/> Windows, Windshields & Glass |
| <input type="checkbox"/> Emergency Equipment | <input type="checkbox"/> Rotating Electric | <input type="checkbox"/> Wiper Motors |
| <input type="checkbox"/> Exhaust & Aftertreatment Systems | <input type="checkbox"/> Route Changer and Identification Signs | <input type="checkbox"/> Other: _____ |

PAYMENT & REGISTRATION

Please use the NAPT Exhibitor Contract/Sponsorship & Payment Form to select your exhibit space and submit payment for the 44th Annual NAPT Trade Show.

- If you are a renewing Business Partner, please fill out the application nonetheless so we can make any necessary updates or changes to your existing membership.
- Please use the electronic exhibitor name badge spreadsheet found at www.naptconference.org/vendors to provide the names of your company's representatives who will need access to your trade show booth and NAPT conference events in Kansas City, MO.

FORM PAGE 2/2

SUBMIT YOUR FORM VIA FAX:518.218.0867 OR EMAIL: BRIANNE.PECK@NAPT.ORG



SPONSORSHIP & PAYMENT FORM EXHIBITOR CONTRACT

Company Name: _____ Date: _____

My Company/Organization would like to reserve the following exhibit space location. I understand booth space is assigned and confirmed only when accompanied by payment in full.

Size of Space Requested: _____ Visit the **interactive Trade Show floor map** to see which booths are still available.
(Please list choices of six booths by number)

1st Choice: Booth # _____ 2nd Choice: Booth # _____ 3rd Choice: Booth # _____
4th Choice: Booth # _____ 5th Choice: Booth # _____ 6th Choice: Booth # _____

Cost of Booth Selected: \$ _____

Yes! I'd like to participate in SCANvenger Hunt and receive Lead Retrieval for an additional \$125

We would prefer or not prefer to be next to: _____
(Please choose prefer or prefer not. We will make every effort to honor your request.)

Please use the following information for contacting our company for future mailings for the show and for booth space confirmation:

Name: _____ Title: _____

Email: _____ Phone: _____

The undersigned hereby authorizes the National Association for Pupil Transportation (NAPT) to reserve exhibit space at the Kansas City Convention Center for use by the above company/organization during the Annual NAPT Conference & Trade Show, October 29-30, 2018. The undersigned acknowledges receipt of and agrees to abide by the Exhibit Rules and Regulations included in the NAPT Exhibitor Information Packet (found on the NAPT website) and to all conditions under which exhibit space at the Kansas City Convention Center is leased by NAPT. The undersigned acknowledges that space will be assigned at the discretion of NAPT. The undersigned also agrees that space will be acceptable unless NAPT is notified otherwise in writing within 10 days of the official space notification. The undersigned specifies that the products or services listed on the contract are those to be exhibited. Payments are subject to forfeiture if space is cancelled on or after September 14, 2018. **All Cancellations will be assessed a \$300 processing fee.**

Authorized Signature: _____ Name (Print or Type): _____

Initial here to indicate agreement to NAPT Conference & Trade Show terms*: _____

PLEASE LIST THE EVENTS YOU'D LIKE TO SPONSOR

(Remember, the exclusively sponsored opportunities are sold on a first-come, first-served basis. Please contact NAPT headquarters to see which opportunities are still available):

Event: _____ Sponsorship Amount: \$ _____

Program Guide Ad Space Request: _____ Amount: \$ _____

PAYMENT INFORMATION

Total Amount Enclosed (Exhibit Space + Lead Retrieval + Sponsorship + Ad Request): \$ _____

Enclosed is my check in U.S. funds made payable to NAPT Please send invoice

In an effort to enhance the security of your credit and financial information, NAPT no longer accepts credit card information via email or fax. Please complete and submit this form to NAPT headquarters. Once we receive your booth registration and Business Partner membership application, an invoice will be emailed to your organization's Primary Point-of-Contact (listed on the Business Partner membership application) with payment instructions.

The Primary Point-of-Contact can then log in at www.napt.org and complete payment online with a credit card.

If you'd like us to send an additional copy of the invoice, please provide the email address: _____

If you have any questions or would like assistance, please call headquarters at **800.989.6278**. Thank you!

Please return the completed form to:

NAPT Conference, 1840 Western Avenue, Albany, NY 12203 or Brianne.Peck@napt.org or fax to: 518.218.0867

2018 NAPT EXHIBITOR RULES & REGULATIONS

EXHIBITOR CHECK-IN- Exhibitors must check-in at the Kansas City Marriott Downtown to obtain badges that must be worn to enter the exhibit hall. Registration for exhibitors will open on Saturday at 12:00 noon. Only one person can be designated per exhibitor that is authorized to add/change exhibitor representatives at the exhibit registration desk. Exhibitors and employees, **only** are entitled to exhibitor badges.

TRADE SHOW ADMISSION- The NAPT Show is a private event and admission is limited to a registered delegate, registered guests and exhibitors. An appropriate NAPT registration badge shall be required for access into the exhibit hall. Show management will not permit non-exhibitors to canvas, solicit, hold conferences or distribute literature or other promotional devices during trade show.

USE OF SPACE- Items exhibited by any exhibitor at the show must be industry related. All sales and advertising activities must be confined to the exhibitor booth or immediate area. No sales or promotions will be allowed on the trade show floor away from the booth. No exhibits may extend outside the assigned booth space into the aisle. Prefabricated booths may not extend more than 3' forward from the back wall of the booth or more than 16' above the floor, without special approval of Trade Show Manager. No interference with the exhibit hall lighting system will be permitted. No exhibitor shall assign, sublet or share space without the approval of the Trade Show Manager.

CASH SALES- An exhibitor may conduct cash sales in the booth, if a single item does not exceed \$100.00 and is strictly pupil transportation memorabilia. Trade Show management reserves the right to allow, such sales. The exhibitor is responsible for compliance with all local, state and federal tax and permit regulations.

AUDIO-VISUAL EQUIPMENT- The use of audio-visual, sound or music may be used for demonstrations, but the sound volumes must be adjusted, so that it doesn't disturb adjacent exhibitors. Show management will require adjustments be made.

FOOD AND BEVERAGE- Exhibitors desiring to distribute any food or drink item, as a part of their exhibit must request permission from Show Management, not less than (4) weeks, prior to the show. The request should be in writing, describing the item. The facility may require food/beverage be purchased from the provider or payment of a fee. Show management reserves the right to deny permission. No alcoholic beverages will be permitted on the show floor.

HOSPITALITY- No hospitality suites or special events shall be permitted during the official program or trade show, unless prior approval is granted by NAPT. Any special product introduction at the trade show or program must be approved in advance by NAPT.

SPECIAL FIRE MARSHAL PROVISIONS FOR PLACING VEHICLES IN EXHIBIT HALL- Once the exhibit application is approved and prior to the show, exhibitors will be provided additional information. Copies of other display provisions, are available on request of Show Management.

MOVE-IN AND MOVE-OUT- Schedules are provided in the exhibitor information brochure. Any exhibitor that starts removing or dismantling the booth prior to 3:00 p.m., will be invoiced for \$300.00 charge.

FAILURE TO COMPLY- If an exhibitor fails to comply, in any respect, with terms of the contract or does not occupy the space for which he has contracted, NAPT shall have the right, without notice to the Exhibitor, to rent space to another party. The Exhibitor also agrees to pay all loss or damage suffered by NAPT, due to failure of compliance or occupancy of space.

CONTINGENCY- Should any contingency prevent holding the Trade Show, NAPT may retain such part of the Exhibitor's rental, as maybe required, to compensate NAPT for the expenses incurred, by it, up to the time that such contingency shall have occurred.

NON-LIABILITY- Upon signing the application/contract, the exhibitor releases and agrees to indemnify NAPT, its officers, managers, members, sponsors, contracted staff or agents and render them harmless from any suit or claim for property loss, damage or personal injury by whomsoever sustained including exhibitors and its agents or employees and its agents or employees, on or about exhibitor's display space or arising out of exhibitor's participation in the expositions, including such damage or injury resulting in part from the negligence of one or more of the aforementioned indemnities. Although all responsible care to prevent loss, including security and fire protection will be taken, NAPT will not be responsible for damage by fire, theft, accidents or other causes. It is recommended that each exhibitor carry insurance against damage or theft of property exhibited, since goods and property remain in the sole possession and custody of the exhibitor always.

ADDITIONAL RULES AND REGULATIONS- NAPT reserves the right to make such additional conditions, rules and regulations, as it deems necessary to enhance the success of the Trade Show. All local ordinances and union contract requirements are automatically incorporated, as conditions of the contract.

NOTICE- By attending the NAPT Annual Conference and Trade Show or related activities, registrants agree to be photographed by any means and allows NAPT the right to use photo's, video's or film likeness for any purpose, without compensation or notice.