

North Carolina Association of Soil and Water Conservation Districts
CONSERVATION EXHIBITION & SPONSOR PROSPECTUS

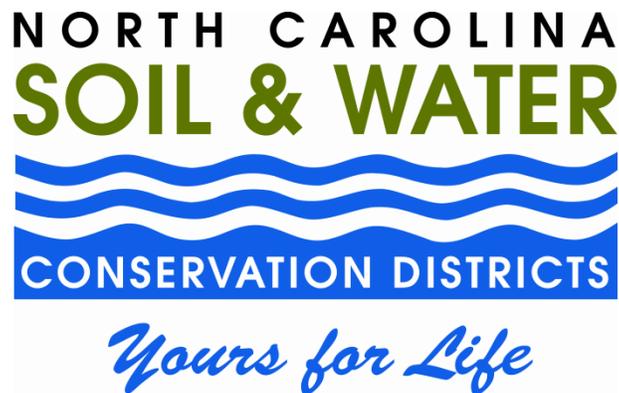
NCASWCD Annual Meeting

January 6 - 8, 2013

Sheraton Imperial Hotel

RTP, NC (I-40 at Exit 282, Page Road)

"Living Legacy"



This packet includes:

1. Overview of Annual Meeting
2. Association Affiliate Membership
3. Conservation Expo
4. Conservation Education Forum
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6. Conservation Expo and Conservation Education Forum Site Information
7. Online Sponsorship/Exhibitor Registration Sign up Instructions

1. Overview

The North Carolina Association of Soil and Water Conservation Districts (NCASWCD) invites you to participate in the 2013 Annual Meeting in Research Triangle Park, North Carolina, January 6 – 8, 2013. The 69th NCASWCD Annual Meeting will take place at the Sheraton Imperial Hotel, located just off I-40 at Exit 282 (Page Road).

The NCASWCD is the 501(c)3 non-profit organization that represents the state's 96 Soil and Water Conservation Districts (SWCDs) and the 492 men and women who serve as District Supervisors on their governing boards. SWCDs were established under state law to carry out the natural resource management programs at the local level. SWCDs involve approximately 300 field staff that work daily with cooperating landowners and managers, statewide, to help manage land and water resources on public and private lands in North Carolina. Many of these folks will attend the 69th NCASWCD Annual Meeting, plus assisting state and federal agency personnel, and other conservation partners from all across North Carolina.

The theme of the 69th NCASWCD Annual Meeting is "*Living Legacy*", celebrating the 75th anniversary of soil and water conservation districts in North Carolina and the nation. The Annual Meeting will provide breakout sessions, workshops and national speakers who will focus on exploring current and future challenges, showcasing the successes, and inspiring the continued commitment to the stewardship of our natural resources.

Please join us for this event by participating as an exhibitor in the Conservation Expo or as one of the conference sponsors.

2. Association Affiliate Membership

Reach your comfort level of support by providing sponsorship to NCASWCD general fund:

- **Platinum Level Affiliate - \$5,000 +**
Prime booth location at Annual Meeting
Logo and recognition on web site for 1 year
Logo and recognition in Annual Meeting program
4 full registrations for Annual Meeting & special recognition at banquet
Recognition plaque with future annual medallions
- **Gold Level Affiliate - \$2,500 +**
Good booth location at Annual Meeting
Logo and recognition on web site for 1 year
Logo and recognition in Annual Meeting program
4 full registrations for Annual Meeting & special recognition at banquet
Recognition plaque with future annual medallions
- **Silver Level Affiliate - \$1,000 +**
Good booth location at Annual Meeting
Logo and recognition on web site for 1 year
Logo and recognition in Annual Meeting program
2 full registrations for Annual Meeting & special recognition at banquet
Recognition plaque with future annual medallions

See Item #7 of this prospectus for **Online Sponsorship/Exhibitor Registration Sign up Instructions**. Please send a company logo to Gail Hughes at ghughes@orangecountync.gov by November 21 to ensure that your company or organization receives appropriate recognition at the 2013 NCASWCD Annual Meeting.

3. Conservation Expo

The Conservation Expo will be housed in the hub of the meeting activities – in Imperial 1,2,3 in the Sheraton Imperial. Conservation Expo will also offer a variety of services including coffee breaks for all conference participants, raffle information and materials tables for the District Employees Association, Live Auction and Silent Auction display tables, the Conservation Education Forum, and more. Exhibitors will have the opportunity to interact with over 700 conservation leaders from across the state during the conference.

As part of the Conservation Expo, Exhibitors are invited to bring door prizes for drawing and distribution from your booth during the morning breaks in the Imperial room – this can be a good opportunity to get some additional publicity for your company or organization.

The exhibit spaces are 10' wide x 8' deep booths with a 6' long table, a pleated fabric skirt; two chairs; and an identification sign. Each exhibit space will receive one complimentary conference basic registration and one complimentary lunch ticket for the Monday, Luncheon. Conservation Expo exhibitors may purchase additional meals and registrations online or at the onsite registration table.

Conservation Expo Exhibit Space Rate is \$600.00

Please see Items #6 and #7 below of this prospectus for more information and **Online Sponsorship/Exhibitor Registration Sign up Instructions**.

Please send a company logo to Gail Hughes at ghughes@orangecountync.gov by November 21 to ensure that your company or organization receives appropriate recognition at the 2013 NCASWCD Annual Meeting.

4. Conservation Education Forum

The Conservation Education Forum will also be housed in Imperial 1,2,3; this will be an opportunity for non-profit agencies and other conservation partners to display information about their programs and simultaneously interact with conservation leaders.

The exhibit spaces for the Conservation Education Forum are a skirted 6' table and two chairs. Complimentary conference registration and complimentary lunch are not included for agencies or partners that register for the Conservation Education Forum. Conservation Education exhibitors may purchase meal tickets online or at the onsite registration table.

Conservation Education Forum Rates:

Non-profit/partner agency = \$150

5. Sponsorship Opportunities

The NCASWCD welcomes partnerships in support of the 2013 NCASWCD Annual Meeting. Listed below are several ways you can increase your exposure to our membership and support this gathering of natural resource conservationists from across North Carolina. All sponsors will be highlighted in promotional materials and throughout the conference. Some areas receive additional promotion related to their level of sponsorship.

Break Sponsor:	\$1,500	Become an exclusive sponsor of one of the two morning coffee breaks held in the Conservation Expo Hall on Monday and Tuesday mornings. Sponsors will receive an optional booth space, logo on the Association web site for a year, signage, opportunity for material distribution and recognition during the conference. <i>(2 Break Sponsor opportunities available – register early!)</i>
Legislative Lunch Co-Sponsor:	\$200	Help to support the Association's Legislative Outreach throughout the year. Receive one ticket to the Legislative Fund Raising Lunch on Tuesday and recognition during the conference.
Conservation Education Dinner Co-Sponsor	\$200	Help to support the Association's Conservation Education programs throughout the year (such as the Envirothon; Resource Conservation Workshop; and Food, Land and People). Receive one ticket to the Conservation Education Fund Raising Dinner on Monday and recognition during the conference.

Please send a company logo to Gail Hughes at ghughes@orangecountync.gov by November 21 to ensure that your company or organization receives appropriate recognition at the 2013 NCASWCD Annual Meeting.

6. Exhibitor and Conservation Education Forum Site Information

Early response is encouraged to guarantee availability of space. Exhibitor registration deadline is November 21. Please send a company logo to Gail Hughes at ghughes@orangecountync.gov by November 21 to guarantee inclusion in printed materials.

Dates and Hours of the Expo* (*Times are tentative and are subject to minor changes as needed)

Sunday, January 6	2:00 pm – 5:00 pm	Booth Set-up
Monday, January 7	6:00 am – 7:00 am	Booth Set-up
	7:00 am – 6:00 pm	Exhibit Hall Open
	9:40 am – 10:30 am	Coffee Break in Expo Hall & Door Prizes

Tuesday, January 8	7:00 am – 2:00 pm	Exhibit Hall Open
	10:00 am – 10:30 am	Coffee Break in Expo Hall & Door Prizes
	1:30 pm – 3:00pm	Booth Tear-down

Exhibit Space and Conservation Education Forum Assignment

Exhibit space will not be assigned until payment is received; space will be assigned based on availability. The method of determining space assignment shall be established by the NCASWCD.

Door Prizes

Exhibitors are invited to bring door prizes for drawing and distribution from your booth during the morning breaks in the Expo hall – this can be a good opportunity to get some additional publicity for your company or organization.

Commercial Exhibits

Exhibit spaces are 10' wide x 8' deep booths and a 6' long table, with a pleated fabric skirt; two chairs; and an identification sign. Each exhibit space will receive one complimentary conference basic registration and one complimentary lunch ticket for Monday, January 7th at the Districts' Employee Luncheon. Additional services and equipment are the sole responsibility of the exhibitor and must be arranged with the **Sheraton Imperial**.

If your company or organization wishes to have internet or electricity at your booth or table, please contact the **Sheraton Imperial**. Order Form attached.

Conservation Education Forum

Skirted 6' table and two chairs. If your company or organization wishes to have internet or electricity at your booth or table, please contact the **Sheraton Imperial**. Order Form attached.

Setup and Take Down

Setup and take down of all exhibits is the sole responsibility of the Exhibitor.

Cancellation of Exhibit Space or Conservation Education Forum Space

If it is necessary for the exhibitor or the Conservation Education Forum participant to withdraw from the NCASWCD 2013 Annual Meeting, please notify NCASWCD in writing on or before December 1st, 2012. No refund requests will be honored after December 1st, 2012.

Security and Liability

The ballroom will be locked in the evenings, however NCASWCD cannot guarantee the security of items left unattended. By participating in the Conservation Expo or the Conservation Education Forum, exhibitors specifically agree that they release NCASWCD from any liability related to their participation in the Conservation Expo or the Conservation Education Forum.

7. Online Sponsorship/Exhibitor Sign up Instructions

Please visit http://www.ncagr.gov/SWC/professional_development/NCASWCDAnnualMeeting.html for meeting details and to sign up as a Sponsor, Exhibitor, or Conservation Education Forum participant.

1. Click the "EXPO Registration" link in the highlights box on the right side of the screen
2. Fill out registration information – items marked with an * are required
3. After reviewing items to be submitted, click the "Submit" button at the bottom
4. The message "Thank you for registering" will display
5. In a few minutes you will receive a confirmation email of your responses
6. Print a copy of this confirmation email to return with payment to Bruce Whitfield at the indicated address; checks should be made to "NCASWCD" and payment should be mailed within 7 days of registering online; if possible include the text "2013 Expo" in the memo line on the check

7. Registration questions? Contact **Kristina Fischer at 910.796.7236**
8. Sponsorship or Exhibitor questions? Contact **Millie Langley at 336.263.4626 or Gail Hughes at 919.245.2753.**