



2017 ISAHU CONVENTION

SPONSORS & EXHIBITORS REGISTRATION PACKET

Drury Plaza Hotel Indianapolis Carmel
(I-465 at US 31 - N. Meridian St)
9625 North Meridian Street
Indianapolis, IN 46290

To register as an “Event Sponsor” or “Exhibitor”, please complete:

1. “Commitment Form” on page 4,
2. “Booth Information Form” on page 5,
3. “Registration Form” (**each attendee must complete a form**) on page 6.
4. **Return all three forms to the Committee no later than June 30, 2017.** This will reserve your event sponsorship or exhibitor booth space and will ensure that you will receive recognition in our early promotional materials.

Payments do not need to be submitted with the forms, but payment must be received **by July 15th** to guarantee your event sponsorship or exhibitor booth.

Questions? Call Bill Robinson - (317) 695-5683 or Rita Musser (260) 471-8232

2017 ISAHU Convention

Sponsorship & Exhibitor Levels & Benefits

The Indiana State Association of Health Underwriters will be holding their **2017 State Convention** at the Drury Plaza Hotel Indianapolis Carmel, 9625 North Meridian Street, Indianapolis, IN 46290 on Monday, July 31, 2017. We are anticipating over 150 agents and industry professionals to attend this event.

We have several sponsorship and exhibitor opportunities listed below. Please select the level of your choice. Complete and return your “**Commitment Form**” (page 4), the “**Sponsors & Exhibitors Booth Information**” (page 5), and the “**Attendees Registration Form**” (page 6) by mail or email to reserve your space **no later than June 30, 2017**. Payments do not need to be submitted with the forms, but **payment MUST be received prior to July 15, 2017**.

- Premier Event Sponsor - \$1,000**
 - 8 x 6 Exhibitors Booth
 - 2 Complimentary tickets to the event
 - Signage on stage with company name & logo
 - “Welcome” presentation to group - opening program
 - Half page ad in the Program Book
 - Logo & 20 word company description in Program Book
 - Logo on marketing materials / website

- Lunch Sponsor - \$ 750**
 - 8 x 6 Exhibitors Booth
 - 1 Complimentary ticket to the event
 - “Welcome” presentation to group at lunch (5 minutes)
 - Signage in buffet area with company name & logo
 - Logo & 20 word company description in Program Book
 - Logo on marketing materials / website

- Continental Breakfast Sponsor - \$500**
 - 8 x 6 Exhibitors Booth
 - 1 Complimentary tickets to the event
 - Signage on service table with company name & logo
 - Logo & 20 word company description in Program Book
 - Logo on marketing materials / website

- All Day Beverage Service Sponsor - \$500**
 - 8 x 6 Exhibitors Booth
 - 1 Complimentary ticket to the event
 - Signage on service table with company name & logo
 - Logo & 20 word company description in Program Book
 - Logo on marketing materials / website



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Sponsorship & Exhibitor Levels & Benefits



Keynote Speaker Sponsor - \$500

- 8 x 6 Exhibitors Booth
- 1 Complimentary ticket to the event
- Logo & 20 word company description in Program Book
- Logo on marketing materials / website
- Opportunity to introduce the Keynote Speaker



Program Book Sponsor - \$500

- 8 x 6 Exhibitors Booth
- 1 Complimentary ticket to the event
- Logo & 20 word company description in Program Book
- Logo on marketing materials / website
- Half page ad in Program Book



Convention Bag Sponsor - \$500

- 8 x 6 Exhibitors Booth
- 1 Complimentary ticket to the event
- Logo & 20 word company description in Program Book
- Logo on marketing materials / website
- You provide convention bags with your company logo



Nametag Sponsor - \$500

- 8 x 6 Exhibitors Booth
- 1 Complimentary ticket to the event
- Logo & 20 word company description in Program Book
- Logo on marketing materials / website
- Your company logo on convention nametags



General Exhibitors - \$300

- 8 x 6 Exhibitors Booth
- 1 Complimentary ticket to the event
- Logo & 20 word company description in Program Book
- Logo on marketing materials / website

Note: If Sponsors & Exhibitors wish to have additional attendees at their booth, please complete a Registration Form (page 6) for each person and include the registration fee at the “member” rate.



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SPONSORS & EXHIBITORS COMMITMENT FORM

(See full details on Sponsorship Levels & Benefits on pages 2 & 3.)

Please check the level of Sponsorship desired for your company:

- Premier Event Sponsor - \$ 1000
- Lunch Sponsor - \$ 750
- Continental Breakfast Sponsor - \$ 500
- All Day Drink Sponsor - \$ 500
- Keynote Speaker Sponsor - \$ 500
- Program Book Sponsor - \$ 500
- Convention Bag Sponsor - \$ 500
- Name Tag Sponsor - \$ 500
- General Exhibitor Booths - \$ 300

DEADLINES

6/30/17 - Commitment Form, Booth Form & Registration for each person who will be using "Complimentary Tickets" must be submitted.

7/15/17 - Sponsorship & Exhibitor fees are due.

Company Name: _____

Company Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Primary Contact Person: _____

Primary Contact Person's Email: _____

Who should we contact for logos and ads?

Contact Person: _____

Contact Person's Email: _____

Who should we contact for booth setup and event attendance?

Contact Person: _____

Contact Person's Email: _____

Payments must be received before July 15, 2017.

Check payment attached (Check # _____)

Please send an Invoice to our Company Contact Person.

Submit completed forms & check payments to:

ISAHU Convention Committee

3330 Thames Drive, Fort Wayne, IN 46815

or email forms to: treasurer@isahu.org

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Please complete the following booth information. Submit completed forms to:

ISAHU Convention Committee, 3330 Thames Drive, Fort Wayne, IN 46815

or scan & email to: treasurer@isahu.org

Questions? Call Rita Musser (260) 471-8232 or Nicole Fairbairn (317) 774-7511

Sponsors and Exhibitors Booth Information Form

(See Full Details on Sponsorship Levels and Benefits on Pages 2 & 3)

Exhibit booth space is approximately 8'L x 6'D and will include a 6'x 30" skirted table and two chairs unless indicated below. **Exhibitor set-up is scheduled for Sunday, July 30th from 2:00 pm - 4:00 pm or Monday, July 31st from 6:30 am - 7:45 am. Booths set-up must be completed before 7:45 am.**

1. Please answer the following questions so we may ensure your booth is placed appropriately for your needs. We cannot guarantee we will be able to accommodate special requests, but will do our best to meet your needs.

- Will you need power at your booth? Yes No
- Will you need a table for your booth? Yes No
- Will you be bringing your own table covering? Yes No
- Will you need "skirting" for your booth? Yes No
- If you have a standalone display, please provide the dimensions of your display: Length Depth Height

2. Company Description for Convention Program Book (*20 words or less*):

3. Please submit a color camera-ready company logo (300 dpi minimum) in **.jpg format** via email to: treasurer@isahu.org no later than **June 30, 2017** for inclusion in printed event promotional materials. (NOTE: We are not able to use .png or .epi formats!)

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Sponsors & Exhibitors: To register employees who will be using your company's "Complimentary Tickets", please have **each person** complete a Registration Form below. Refer to pages 2 & 3 for the number of "Complimentary Tickets" you will receive at your sponsorship level. This form can also be used to register additional registrations that you wish to add. You may have additional people at your booth, but any not covered by a "Complimentary Ticket" must pay the registration fee at the "member" rate. All registration forms must be received by **June 30, 2017.**

Sponsors & Exhibitors Registration Form

Name: (As it appears on your insurance license) _____

Company: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Email Address: _____

Contact person and telephone number in case of an emergency:

Are you a NAHU Member? _____ Chapter: _____

*Sponsors & Exhibitors are welcome to attend our Continuing Education courses.
If you need C.E. credits, you must sign into each class at the event and indicate your NPN number
and licensing state below! NOTE: Our courses are only filed for Indiana CE credits.*

Indiana License Number: _____ National Producer Number: _____

State of Residence for License: _____

As stated above, you are welcome to join us for all sessions and CE programs. However, we realize that many sponsors and exhibitors use these times to do their own work. Please indicate below whether you anticipate that you will or will not to be in the sessions and CE programs, so that we can maximize our attendance numbers and space.

Yes, I will be attending all sessions and CE programs.

No, I will not be attending the sessions and CE programs.

Mail completed Commitment Forms, Booth Information Form,

Registration Forms and checks to:

ISAHU Convention Committee
3330 Thames Drive, Fort Wayne, IN 46815
or email forms to: treasurer@isahu.org

2017 ISAHU Convention

Sponsors & Exhibitors - General Information

Thank you for your support of the 2017 ISAHU Convention. The following general information is for sponsors & exhibitors regarding our events and the conference site. If you have any questions or concerns, please do not hesitate to contact:

Convention Committee
Nicole Fairbairn
(317) 774-7511
cicnfw@gmail.com

Rita Musser
(260) 471-8232
treasurer@isahu.org

Drury Plaza Hotel - Indianapolis Carmel
Lauren Bartos - Sales & Meeting Coordinator
9625 North Meridian Street
Indianapolis, IN 46290
lauren.bartos@druryhotels.com
(317) 814-3247

SHIPPING BOOTH MATERIAL PRIOR TO THE EVENT:

Packages for our event may be delivered to the conference center no more than two (2) days prior to the day of the event as the conference center has limited storage space available. Please notify the Drury Plaza Hotel's Sales & Meetings Director as to the number and size of any packages that you expect.

To ensure proper delivery, the following information must be included on all packages:

Venue Name:	Drury Plaza Hotel - Indianapolis Carmel
Venue Address:	9625 North Meridian Street
Venue City/State/Zip:	Indianapolis, IN 46290
Hold for:	(Name of Guest picking up packages)
Event Name:	ISAHU Medicare Summit
Event Date:	July 31, 2017

Written permission is required for any heavy equipment to be brought into the facility. The Drury Plaza Hotel - Carmel is not responsible for transferring any equipment to / from meeting rooms. Shipments over 100 pounds will not be accepted or moved by facility employees. Planners requiring drayage and exhibit setup should contact the Conference Service Department for a list of approved vendors. No COD packages will be accepted.

SET UP / TEAR DOWN:

Booth Set Up Times: Sunday, July 30th from 3:00 pm thru 6:00 pm.
Monday, July 31st from 6:30 am thru 7:45 am.
(First vendor visit is scheduled for 8:00 am on July 31st.)

Booth Tear Down: After the closing program on July 31st. (Approximately 4:30 pm)