



CONFERENCE INFORMATION

You are invited to participate in the Election Center 34th Annual National Conference

DATES TO NOTE:

⇒ Conference Dates	August 25-28, 2018
⇒ Registration and Check Due to Ensure Space	Friday, August 3, 2018
⇒ Hotel deadline to receive group rate	Wednesday, August 1, 2018
⇒ Last date to cancel to receive refund credit for 2018 Conference - Minus \$50 processing fee	Friday, August 3, 2018
⇒ Setup 12 – 2 pm (no setup earlier than noon)	Sunday, August 26, 2018
⇒ Breakdown 11 A.M. (Immediately)	Tuesday, August 28, 2018

EXHIBITOR INFORMATION:

The conference will be attended by Election Officials from throughout the United States offering you a unique opportunity to display your products to the decision makers. We anticipate a particularly strong turnout with all the changes in election laws and interest in new election technologies. Your Registration Fee includes the Welcome Reception on Sunday, Continental Breakfast on both Monday and Tuesday, and An Evening on the Mississippi Dinner/Dance Monday night, as well as, the Graduation Luncheon on Tuesday, for two people from your company. Please get your registration in early for the best display spots. Space is assigned on a registration "First In, First Spot" basis.

RESERVATIONS:

The Sheraton New Orleans will host The Election Center 34th Annual National Conference. See Conference brochure page 12 for hotel reservation procedures.

FEE:

The Exhibitor registration fee for Election Center is \$2,000* per space, for a draped 6 ft table and two chairs. Standard electric service will be provided each table. Additional power (i.e. 220), Internet, monitor, etc. can be obtained, and billed directly to Exhibitor, by contacting Heather Giambelluca at 504-595-5586; Heather.Giambelluca@marriott.com. Also contact Ms. Giambelluca for Hospitality/User Group functions and meeting space. Your assigned space will be clearly marked upon arrival. You will be **provided an attendee list approximately 2 weeks in advance only to corporate members**. The Membership enrollment form is enclosed for your convenience. For more information on Membership levels and benefits visit www.electioncenter.org/membership.html.

Space is limited so please get your registration in early. Registration will be accepted via email, fax or USPS, but will only be held until Friday, August 3rd, without receipt of fees.

OPTIONAL ITEMS:

- Guest (non-exhibitor) Evening on the Mississippi Dinner/Dance @ \$75 per person - See conference brochure page 15 for additional ticket information. Deadline August 3rd
- The "Big Easy" City Tour @ \$60 per person, Wednesday, August 29th – See conference brochure page 14 & 16 for information. (**Note: Reservation deadline for tour July 15, 2018**)

SECURITY & PARKING:

Evening security will be provided in the exhibit area. Parking: Overnight \$46 / Valet \$24 (up to nine hours). Self-parking is not available at hotel.

DRAWINGS: There will be an activity to encourage attendees to visit all displaying Exhibitors throughout the conference. Please provide a token gift (\$25 or less) for this drawing. This is not to replace any Exhibitor gift drawing that you've planned. Exhibitor gift drawings will be during the Tuesday morning break, just prior to tear down.

SHIPPING:

Ship to arrive no earlier than 3 business days before event. Shipping address: Hold for (your name & cell number), c/o FedEx Office at Sheraton New Orleans, 500 Canal Street, New Orleans, LA 70130, Election Center Conference, Box ___ of ___. See enclosed shipping instructions for more detailed procedures and fees.

QUESTIONS:

Chrissi Keller, Exhibit Coordinator
13317 34th Avenue NW
Marysville, WA 98271
(360) 652-8553; FAX (360) 652-8625
Cell: (425) 268-7935
Email: cckeller52@gmail.com

Pat Hawkins, Conference Director
The Election Center Conference Office
P.O. Box 965
Elk Grove, CA 95759
(916) 686-7928; FAX (916) 686-8874
Email: ernieh@aol.com