

Call for Sponsors

There are nearly 7 million children and youth with disabilities in America's schools. Medicaid serves almost 24 million children from low-income families. Many past attendees have commented that the NAME Conference is the one place they can come to network with professionals that cross both of these vital service areas, Medicaid and Special Education. Normally, attendance ranges from 200-250.

The following information is intended to give potential sponsors of the 2010 NAME Conference a better perspective of their market during the conference.

- ❖ NAME has a membership base of over 205 individuals.
- ❖ The voting membership includes representatives of State Medicaid or Education Agencies:
 - The full voting members total 24 and represent 12 state education agencies, 10 state Medicaid agencies, and 2 local educational agencies. This represents 21 states covering all ten of the Centers for Medicare and Medicaid Services (CMS) regions, as well as all six of the Office of Special Education Programs (OSEP) Regional Resource Centers (RRCs).
 - The membership also includes over 181 staff from regional or local education agencies. These members represent 36 different states and the District of Columbia and in total, NAME is represented by 38 states and the District of Columbia.

The conference will begin on Tuesday, September 21st with a half-day Academy for those who want a better understanding of the relationship between Medicaid and Special Education and an Innovation Session for veterans where a variety of states and LEAs will share their best practices related to School-Based Medicaid programs. For additional conference information please visit our website at www.medicaidforeducation.org

Vendors with a display booth will be able to set up their exhibits late that afternoon. Exhibits will be displayed all day Wednesday and Thursday and must be broken down Thursday after the last session ends.

Please submit the completed form and payment to the address listed at the bottom of the Sponsorship Application.

Questions: If you are interested in sponsoring the 2010 Annual NAME Conference, please contact Amy Edwards at (804) 692-0150 or email amy.edwards@doe.virginia.gov

Sponsor Recognition Levels and Benefits

Bronze Level

\$1,500

- ❖ Acknowledgement in Conference Program
- ❖ Conference Sponsor Ribbon
- ❖ Sponsorship display booth (optional)
- ❖ Sponsorship recognition throughout the conference
- ❖ One complimentary registration and 2011 NAME membership
- ❖ Acknowledgement as Bronze sponsor at the following:
 - Each break buffet table

Silver Level

\$3,000

- ❖ Same as Bronze Level
- ❖ In addition:
 - One additional complimentary registration and 2011 NAME membership (two total)
 - Conference Attendee List in advance
- ❖ Acknowledgement as Silver Sponsor at the following:
 - Each break buffet table
 - Each breakfast buffet table

Gold Level

\$5,000

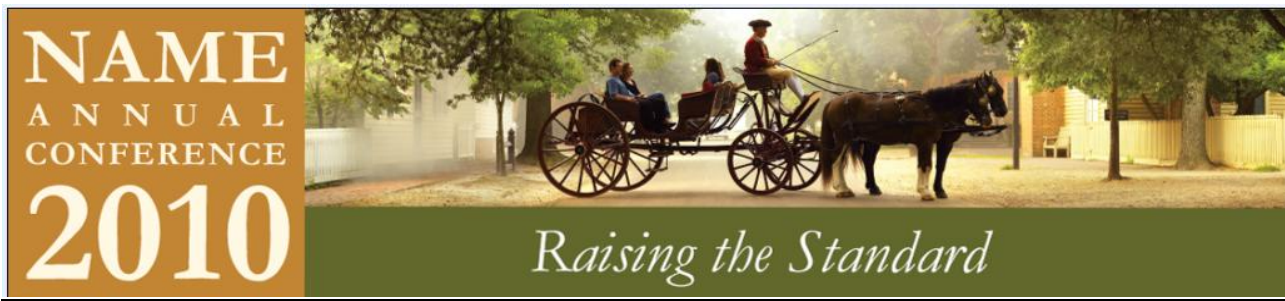
- ❖ Same as Silver Level
- ❖ In addition:
 - One additional complimentary registration and 2011 NAME membership (three total)
 - Conference Attendee List in advance
 - ½ page Black/White advertisement in 2010 Conference Program
 - Acknowledgement/Advertisement for 1 year in the E-tag (NAME's on-line newsletter)
- ❖ Acknowledgement as Gold Sponsor at the following:
 - Each break buffet table
 - Each breakfast buffet table
 - Each lunch buffet table
 - AV Equipment sponsor

Platinum Level

\$8,500

- ❖ Same as Gold Level
- ❖ In addition:
 - One additional complimentary registration and 2011 NAME membership (four total)
- ❖ Acknowledgement as Platinum Sponsor at the following:
 - Each break buffet table
 - Each breakfast buffet table
 - Each lunch buffet table
 - AV Equipment sponsor
 - Welcome Reception sponsor
 - "Founding Father" welcome presentation sponsor

NAME is accepting inquiries for other sponsorship opportunities, including costs of: keynote speaker, registration scholarships, pre-conference workshop, social activities, conference supplies or other areas. These opportunities are available between sponsorship levels (such as Bronze Plus Sponsors, Silver Plus Sponsors, etc). Please contact Amy Edwards at 804-692-0150 or amy.edwards@doe.virginia.gov regarding additional opportunities.



Sponsorship Application

Name: _____ Title: _____
 Agency/Organization: _____
 Mailing Address: _____
 City/State/Zip: _____
 Daytime Phone: _____ Fax: _____
 E-mail address: _____
 Sponsor # (Office Use) _____

Sponsorship rates, please indicate:		Total
Bronze Sponsorship	\$1,500	\$ _____
Silver Sponsorship	\$3,000	\$ _____
Gold Sponsorship	\$5,000	\$ _____
Platinum Sponsorship	\$8,500	\$ _____
Other Sponsorship		\$ _____
Please indicate item: _____		
Total Due		\$ _____

Please indicate if you intend to have a sponsor booth: Yes No
 If yes, please complete and return the Exhibitor Agreement.

Person(s) receiving the complimentary conference registration/2011 NAME membership:

Payment Information: Payment must accompany registration. NAME, Inc. Tax ID number is 20-1665471. Mail this completed application and check made payable to **NAME Conference** to:

NAME, Inc.
 Steven Wright
 1 Eagles Glen
 Clifton Park, NY 12065
 (518) 486-4887
swright2@mail.nysed.gov

Exhibitor Agreement
National Alliance for Medicaid in Education

This Exhibitor Agreement effective March 31, 2010, is a binding contract by and between the Colonial Williamsburg Company, a Virginia corporation, and _____, a _____, _____ (Exhibitor), with its principal place of business at _____.

WHEREAS, Hotel is willing to permit Exhibitor to come onto its premises for the purposes of participating in the following Event:

Group's Name: _____
Name of Event: **National Alliance for Medicaid in Education**
Event Dates: Arrival **September 19, 2010** Departure **September 26, 2010**
Date/s of Exhibitor's Show: _____
Booth Number: _____

RECITALS

WHEREAS, Exhibitor wishes to participate in the Event on the terms and conditions stated in this Exhibitor Agreement,

NOW THEREFORE, in consideration of the recitals, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

AGREEMENT

Animals

Exhibitor will not use live animals for any purpose while on Hotel's premises.

Audio Visual Equipment

Exhibitors are welcome to provide their own equipment or rent through the Hotel's contracted provider. Exhibitor will submit the Hotel's request form to Hotel ten (10) days in advance of the Show. The Hotel will endeavor to honor any request made day of Show, but equipment may be unavailable or limited.

Backdrops/Drapes

Exhibitor will ensure that all curtains, buntings and drapes meet fire department standards. Exhibitor will be prepared to show proof to fire department officials that materials are flame retardant.

Care of Premises

Exhibitor will not post, nail, tape or otherwise affix to walls, doors or floor surfaces any part of any exhibit, sign, or other item. By using the Hotel's facilities, Exhibitor agrees to be responsible for any damage it causes.

Demonstrations

Exhibitor will organize all demos within the designated exhibit booth space. Should Exhibitor or spectators interfere with the normal traffic flow in aisles, as determined in the Hotel's sole discretion, the Hotel reserves the right to have Exhibitor discontinue or relocate the activity.

Electrical Services

Exhibitor will submit the Hotel's electrical services request form to the Hotel no later than 10 days prior to the Show date. The Hotel will endeavor to honor any request made day of Show, but service may be limited. All charges will be applied the day of the Show.

Fire and Safety

Exhibitor will comply with all federal, state and local fire and building codes that apply to the Hotel. Warming of food is permitted. Cooking food is not permitted.

Food and Beverage

Exhibitor will purchase all food and beverage through the Hotel. All fees will be charged the day of the Show.

Hanging Signs, Banners or Graphics

Exhibitor may display professionally designed banners at the back of its booth. If requested, Hotel may provide labor for assistance with banner set up. Exhibitor agrees to pay Hotel \$35.00 per hour, with a one hour minimum, for labor. The request for labor form must be submitted to the Hotel no later than 10 days prior to the Show. All charges will be charged the day of the Show.

Kitchen Use

Exhibitor's use of the Hotel's kitchen for any reason must be authorized in writing in advance by Hotel.

No-Smoking Policy

Use of tobacco products inside Hotel facilities is prohibited. Exhibitor is responsible for ensuring that all individuals associated with it comply with this policy.

Parking

Exhibitor will park in the designated parking areas only. Exhibitor may use the Hotel's loading dock area for active unloading only. Exhibitor agrees to bear the cost of towing those of its vehicles that are in violation of this requirement.

Security

Exhibitor is responsible for safeguarding its goods, materials, equipment and exhibit at all times. Depending on staffing availability, security can be arranged through the Hotel with at least 30 days notice prior to the Show. All charges will be charged the day of the Show. Any security arranged through an outside vendor must be approved 30 days in advance by the Hotel.

Shipping and Receiving

Because of limited storage space, Exhibitor may ship items to the Hotel no sooner than 3 days prior to the Show. The Exhibitor will pay a \$3.00 handling charge per delivered box or item and a \$100.00 handling fee per pallet.

Shipping Address:

Attn: Exhibitor's Name, Name of Event
The Williamsburg Lodge
310F South England Street
Williamsburg, VA 23185

The Hotel's Business Center will use its best efforts to assist Exhibitor with return shipping arrangements.

Trash Removal and Clean-up

Exhibitor agrees to pay a clean-up fee not to exceed \$750.00 for excessive trash removal and clean up, as determined in the Hotel's sole discretion.

Storage

Exhibitor acknowledges that the Hotel is not responsible to provide storage of crates, fiber cases, boxes or any other supplies. The Hotel may offer storage based on availability. Storage fees will apply.

Teardown

Exhibitor will remove all items associated with its exhibit immediately following the Show. Hotel is not responsible for any items left on the premises.

Telecommunications/Internet Services

The Williamsburg Lodge offers complimentary wireless internet service. Exhibitor will request telephone and hard wired internet connections with Hotel at least 10 days in advance of the Show.

Indemnification

The Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of its activities on the Hotel's premises, covenants not to sue and agrees to indemnify, defend, and hold harmless the Hotel, and its parent corporation, as well as their respective trustees, directors officers, agents, servants, and employees from any and all such losses, damages, and claims.

Insurance

No later than twenty (20) days before the Exhibitor's show, Exhibitor will require its insurance agent to certify on an insurance certificate that the Exhibitor has Commercial General Liability or Business Liability, and Workers' Compensation insurance that is in full force and effect. The Exhibitor shall require its insurance agent to name The Colonial Williamsburg Foundation and the Colonial Williamsburg Company as additional insureds on its Commercial General Liability or Business Liability Coverage.

EXHIBIT A

EXHIBITOR AGREEMENT STANDARD TERMS AND CONDITIONS

1. **Notice.** All demands, notices, approvals, payments, statements, requests, and other communications, including any Cancellation Notice, hereunder shall be in writing and shall be deemed to have been given when delivered by first-class regular mail or overnight delivery via a national carrier, addressed to the Group care of the Group Representative at the address first written above, and to the Hotel care of Jeffrey Metcalf, Director of Conference Services and Catering Sales, 310 S. England Street, Williamsburg, Virginia, 23185.
2. **No Assignment.** Exhibitor shall not assign its rights or delegate its obligations hereunder without the prior written consent of Hotel.
3. **No Waiver.** The failure of either party to insist on performance at a given time of one or more provisions hereof shall not affect that party's right to require performance at a subsequent time or be construed as that party's waiver of such provisions or of its right thereafter to enforce each and every provision of this Exhibitor Agreement.
4. **Severability.** Every provision of this Exhibitor Agreement is intended to be severable. In the event any provision of this Exhibitor Agreement is declared invalid, unlawful, or unenforceable, such declarations will neither nullify nor affect the validity, legality, or enforceability of any other provision of this Exhibitor Agreement. The parties agree to amend any invalid provision to the extent needed to make such provision acceptable and enforceable in a court with jurisdiction over this Exhibitor Agreement while retaining the intent of the provision and the entire Exhibitor Agreement to the greatest possible extent.
5. **Use of Terms.** "Shall" and "will" as used in this Exhibitor Agreement are interchangeable, both terms being intended to convey a mandatory obligation; "including" means including without limitation.
6. **Governing Law & Venue.** This Exhibitor Agreement and all questions relating to its validity, interpretation, performance, and enforcement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia, without giving effect to Virginia's conflicts of laws principles. Any dispute arising out of this Exhibitor Agreement shall be brought in a court whose jurisdiction includes the City of Williamsburg, Virginia, or at Hotel's option, shall be submitted to binding arbitration before a single arbitrator appointed in accordance with the rules for commercial disputes of the American Arbitration Association, who shall apply the substantive laws of the Commonwealth of Virginia. In any court or arbitration proceeding, the prevailing party will be entitled to an award of its reasonable attorneys' fees, and costs and expenses, in addition to any other relief allowed by law or equity.
7. **Headings.** Headings used in this Exhibitor Agreement are provided for convenience only and shall not be used to construe meaning or intent.
8. **Entire Agreement/Successorship.** This Exhibitor Agreement and any schedules or attachments referred to herein contain the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Exhibitor Agreement supersedes any prior written or oral agreements between the parties. This Exhibitor Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective officers, directors, employees, agents, successors, and permitted assigns.

**Exhibit B
Exhibitor Agreement
Fee Schedule**

Electrical Service

Description	Quantity	Advance Order	Floor Order	Amount
(1) 115 Volt up to 15 Amp circuit		\$ 25.00 per event	\$ 50.00 per event	
(1) 115 Volt 20 Amp appliance circuit		\$ 35.00 per event	\$ 70.00 per event	
(6) 115 Volt 20 Amp (6 per box)		\$100.00 per day	\$ 200.00 per day	
(1) 208 Volt-single phase (100 Amp)		\$ 75.00 per day	\$ 150.00 per day	
(1) 208 Volt-single phase (200 Amp)		\$ 150.00 per day	\$ 300.00 per day	
(1) 208 Volt-three phase (100 Amp)		\$ 100.00 per day	\$ 200.00 per day	
(1) 208 Volt-three phase (200 Amp)		\$ 200.00 per day	\$ 400.00 per day	
Subtotal Electrical Charges:				

Please note: Power setup for 115V service includes one extension cord. 208V service is available with separate ground and neutral and provided to vendors distribution panel with standard CAM Lock fittings. Extension cords are not provided for 208V service.

Rental Items

Description	Quantity	Advance Order	Floor Order	Amount
15' – 25' Extension Cord		\$ 24.00	\$ 48.00	
6 ft. x 3 ft. table		\$12.00	\$24.00	
Easel		\$18.00	\$36.00	
3 ft. round table		\$12.00	\$24.00	
Subtotal Rental Charges:				

Miscellaneous Services

Description	Cost	Amount
Labor Rate (1 hour minimum)	\$35.00 per hour	
Labor rate, over-time (1/2 hour minimum) Working Hours are Mon.-Fri. 8:00 AM – 4:00 PM	\$ 52.50 per hour	
Banners hung (1 hour minimum)	\$ 35.00 per hour, per person	
1 Floral Arrangement	55.00 each	
Subtotal Additional Services:		

**Exhibit B
Exhibitor Agreement
Fee Schedule**

Telephone / Data Lines

Type	Description	Quantity	Cost	Amount
D.I.D. (Direct in Dial or Analog)	ingle line set included, local and long distance calls are billed separately		\$ 150.00 ea/per day	
In House	Includes phone set for <u>in-house calls only</u>		\$ 30.00 ea/per day	
Ethernet Line	High speed Ethernet line		\$ 180.00 ea/per day	
Subtotal Telephone/Data Line Charges:				

Audio Visual Equipment				
Description	Quantity	Cost	Amount	
Speaker Phone		\$ 150.00 ea/per day		
TV/DVD or TV/VCR Package		\$210.00 ea/per day		
LCD Projector Package		\$630.00 ea/per day		
Screen		\$72.00 ea/per day		
27" Monitor/Receiver with Skirted Cart		\$120.00 ea/per day		
32" LCD Monitor		\$360.00 ea/per day		
42" Plasma with 6' Stand		\$600.00 ea/per day		
Laptop Audio Feed		\$72.00 ea/per day		
Subtotal Audio Visual Equipment:				
Subtotal all items				
Virginia 5% sales tax				
Total all items				