

SILVER LEGACY HOTEL AND CASINO RENO, NV CONFERENCE INFO: www.PLSeducation.org T. (888) 994-3510 E. conference@PLSeducation.org

Rules, Regulations, & Instructions

for the purpose of this contract, the Associations referred to in these rules and regulations will be CLSA/NALS

SPACE CONTRACTS

A copy of the application contract for exhibit space is enclosed. In applying for space, return a copy of the contract with payment to the Associations. The Associations reserve the right to decline any application or prohibit any exhibit. If the application contract is accepted by the Associations, a notice indicating such acceptance will be returned to you. Considered in the assignment of space will be the order in which fees are received, sustaining membership in the Associations, and the amount of space available. You can visit the conference website at: *PLSeducation.org* to view the exhibit layout and booth assignments.

TERMS OF PAYMENT

\$1695 for each booth (includes 2 booth reprsentatives) for all exhibitors to cover the cost of space must be forwarded with the application contract for space. No refund will be made for cancellations. In the event the application for exhibit space is declined, all monies previously deposited for such space will be refunded to the applicant. Please be certain your address is correct and complete, including postal zip, telephone, and e-mail.

SETUP AND HOURS

The exhibits may be set up between 12:00 pm and 5:00 pm on Saturday, March 29th. Exhibit Hall opens Sunday, March 30th. Exhibit Hours will be 8:00 am to 7:30 pm on Sunday, March 30th and 8:00 am to 5:00 pm on Monday, March 31st, and 8:00 am to 10:30 am on Tuesday, April 1st. Exhibits may be removed between 10:30 am and 12:00 pm on Tuesday, April 1st (no earlier break down of exhibits will be permitted). Exhibitors will have access to the microphone in the Exhibit Hall during the 10:00 am break on Tuesday, April 1st to hold booth raffles.

ARRANGEMENTS FOR DISPLAY

Exhibitors are required to arrange their displays so as not to obstruct the general view or conceal other exhibits. Background heights may extend out a maximum of three feet from the back of booth toward the aisle. Any extension toward the aisle beyond this point should be no more than four feet high. No special signs, apparatus, etc., will be permitted to extend more than eight feet above the floor and no interference with light or space of other exhibits will be allowed. Illuminated signs must be placed near the back wall of the booth.

REGISTRATION

Each exhibitor will receive two exhibit registrations for two representatives. Exhibit registration includes access to exhibit hall, ticket for the Icebreaker Reception (Sunday), tickets for Sunday & Monday lunches, and ticket to the Scholarship Auction Dinner (Monday). Each additional representative is required to register and will be charged an extra exhibitor representative registration fee of \$350.

BOOTH EQUIPMENT AND SERVICES

Alliance is the official decorator for the conference. Booth equipment consists of an eight-foot high by ten-foot wide back wall and three-foot high side divider draperies, including one 7" by 44" exhibitor identification sign, one six-foot draped table, two chairs, and wastebasket. Electrical is not included and must be contracted through the hotel audio visual department directly. Additional equipment and services are available on a rental basis from Alliance, whose exhibitor service forms will be forwarded directly to you. These should be completed and returned promptly, if applicable.

FREIGHT HANDLING

Alliance has the responsibility of receiving and handling all exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move in and move out of the exhibition. Alliance will not be responsible, however, for any materials they do not handle. Full-time employees of exhibiting companies may hand-carry their exhibit booth and material provided the total weight is 200 pounds or less and it can be accomplished in no more than one trip without the use of a dolly. Exhibitors may not use the docks – Alliance will have complete control of the loading docks at all times.

NON-EXHIBIT HOURS

Exhibit hall will be locked during non-exhibit hours. The Associations will not be responsible for any personal injury to the exhibitor, their employees, or agents or for the safety of exhibits against robbery or damage by fire, accidents, or other causes.

CARE OF BUILDING

Exhibitors will be held responsible for any damage done to the building by them, their agents, or employees. Walls, woodwork, or floor of the building must not be defaced or altered in any manner whatsoever. Tacking, taping or nailing of signs, banners, etc., to any permanent walls or woodwork or beyond limits of any background is prohibited.

LIABILITY

The exhibitor agrees to indemnify and hold harmless the Associations from, on, and against any and all liability and expenses for personal injury and property damage or loss arising from or out of the use by the exhibitor of its exhibit space or its activities in connection therewith.

HOTEL INFORMATION

Silver Legacy - Reno, NV 407 N Virginia St, Reno, NV 89501

Weekday Group Rate: \$49; Weekend Group Rate: \$119

Resort Fee: \$35

Cut-off Date: February 26th

Preliminary Program

SATURDAY, MARCH 29, 2025

8:00 AM - 5:00 PM PRE-CONFERENCE WORKSHOPS

12:00 PM - 5:00 PM EXHIBITOR MOVE-IN (ALL BOOTHS MUST BE SETUP BY 5:00 PM)

6:00 PM - 9:00 PM EDUCATION FOUNDATION BOWLING TOURNAMENT

SUNDAY, MARCH 30, 2025

8:00 AM - 9:00 AM OPENING CEREMONIES/KEYNOTE/EXHIBITOR PRESENTATIONS

9:00 AM - 9:30 AM RIBBON CUTTING - EXHIBIT HALL OPENING - BREAK

9:00 AM - 7:30 PM EXHIBIT HALL OPEN

9:30 AM - 5:00 PM CONFERENCE SESSIONS

11:30 AM - 1:00 PM LUNCHEON

5:00 PM - 7:30 PM ICEBREAKER RECEPTION IN THE EXHIBIT HALL

MONDAY, MARCH 31, 2025

8:00 AM - 5:00 PM EXHIBIT HALL OPEN

8:30 AM - 5:00 PM CONFERENCE SESSIONS

12:00 PM - 1:30 PM LUNCHEON

6:00 PM DINNER AND SCHOLARSHIP AUCTION

TUESDAY, APRIL 1, 2025

8:30 AM - 12:00 PM CONFERENCE SESSIONS

8:00 AM - 10:30 AM EXHIBIT HALL OPEN

10:00 AM - 10:30 AM EXHIBITORS CONDUCT BOOTH RAFFLES

RECOGNITION OF EXHIBITORS BY ASSOCIATION EXHIBITS BREAKDOWN AT 10:30 AM

(NO EARLY BREAKDOWN)

12:00 PM - 12:30 PM CLOSING CEREMONIES

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Exhibit Contract

We, the undersigned, with the intent to be legally bound, hereby agree to rent exhibit space to be used for display purposes at the CLSA/NALS Conference to be held on March 29 - April 1, 2025 at the Silver Legacy in Reno, Nevada. **PAYMENT MUST ACCOMPANY CONTRACT IN ORDER TO SECURE SPACE (copy of checks are not accepted as payment) CREDIT CARDS WILL BE PROCESSED IMMEDIATELY.**

WE AGREE THAT:

1. All the provisions of the rules, regulations, and instructions, as published in the official prospectus, shall be part of this contract.

4th CHOICE

- 2. \$1695 Payment per booth is accompanied with this contract or space will not be assigned.
- 3. Exhibits will be set up between the hours of 12:00 pm and 5:00 pm on Saturday, March 29th.
- 4. Exhibits shall be closed and removed between the hours of 10:30 am and 12:00 pm on Tuesday, April 1st. **No early breakdown will be permitted.**
- 5. Local union help may be mandatory. (Please contact the decorator for local rules.)

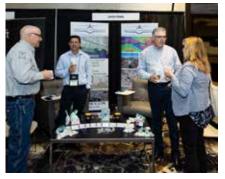
EXHIBIT LOCATION: PLEASE INDICATE YOUR BOOTH PREFERENCE BELOW

1st CHOICE_____

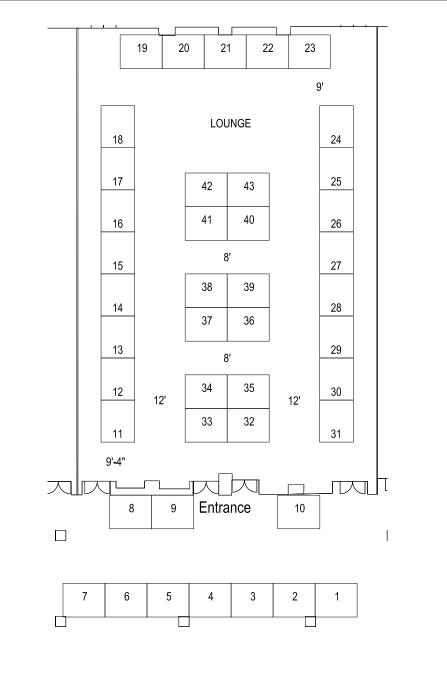
5 th	CHOICE			
6 th	6 th CHOICE			
NT TO BE ADJACENT TO	O, AND EVERY EFFO	RT WILL BE MADE TO OBLIGE YOU		
	STATE:	ZIP CODE:		
		me badge)		
EMAIL				
EMAIL				
DURING OPENING CEREM	IONIES (Limited Availa	bility. First-come, First-served.)		
		DATE:		
	Signature			
	EMAIL:HIBITOR REP(S) AT THE CON r booth. (Print name as you EMAIL EMAILEMAIL DURING OPENING CERENT TO BE ADJACENT TO BE			

Exhibit Hall Layout











Updated floorplan and booth assignments at: PLSeducation.org

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Sponsorship Opportunities

We are offering more opportunities than ever before to showcase and help promote our sponsors. Check out the listings below to see what best represents your company and your products.

These exciting opportunities are limited. Maximize your visibility for your company!

Don't miss this chance to secure one of these exclusive sponsorship opportunities!

ALL SPONSORSHIPS ARE AVAILABLE ON A FIRST-COME, FIRST-SERVED BASIS.

	PLATINUM 1 Available	GOLD 3 Available	SILVER 5 Available	BRONZE	воотн
	\$8,000	\$6,000	\$3,500	\$2,500	\$1,695
Number of exhibit spaces	2	1	1	1	1
Number of tickets	6	4	4	2	2
Logo on Conference signage	top billing	large logo	logo	text listing	
Conference preliminary program	FULL PAGE AD	HALF PAGE AD	250X250 AD	text listing	text listing
Association Magazine Wrap-up Issues	HALF PAGE AD	logo	logo	text listing	
Logo in Conference eBlasts	720x300 Ad/link	250x250 Ad/link	logo/link	text listing	
Social Media Posts & Tags	3 (minimum)	2 (minimum)	1 (minimum)	/	
Listing on Conference website	720x300 Ad/link	250x250 Ad/link	logo/link	text listing	text listing
Verbal acknowledgement at Conference	✓	✓	✓		
Attendee List Sent After the Conference	✓	✓	✓	✓	

	Sponsor a Student	Luncheon 3 Available	Icebreaker Reception	Scholarship Auction / Dinner	Refreshment Break	Name Badge
	\$350	\$2,500	\$2,500	\$4,500	\$500	\$2500
Logo on Conference signage		✓	✓	✓	✓	✓
Company logo on event ticket		✓	✓	✓		
Listing on Conference website	✓	✓	✓	✓	✓	✓
Recognition in magazines wrap-up issues	✓	✓	✓	✓	✓	✓
Verbal acknowledgement at Conference		✓	✓	✓		logo on badge

CLSA/NALS Conference 2025 526 South E Street Santa Rosa, CA 95404 (888) 994-3510

Info and Online Registration www.PLSeducation.org

Sponsorship Application

COMPANY		
CONTACT		
ADDRESS		
CITY, STATE & ZIP		
PHONE	_FAX	
EMAIL	_WEBSITE	
GOLD SPONSOR (3 AVAILABLE) SILVER SPONSOR (5 AVAILABLE) BRONZE SPONSOR	\$8,000 \$6,000 \$3,500 \$2,500 \$1,695 \$2,500 \$2,500 \$2,500 \$4,500 \$2,500 \$500 \$350	
	otal \$	
PAYMENT	T INFORMATION	
☐ Check Included ☐ Visa ☐ Maste	ercard	
Card #	Expiration Date	
Signature	CID # (back of card)	
CLSA/NALS Conference 2025 526 South E Street Santa Rosa, CA 95404-5138 T 888.994.3510 F 707.578.4406 Conference@PLSeducation.org	CLSA/NALS GONFERENCE 20	25