

76th Annual Convention

April 27 - 29, 2017

Texas Station Hotel and Casino

Las Vegas, Nevada

*Parent Resource Expo:
Saturday, April 29, 2017*




PTA Heroes Making a Difference

2017 Sponsorship Opportunities, Exhibitor Prospectus & Program Advertisements

Three Easy Ways to Apply:
November 1, 2016 – April 15, 2017

 **Online**
www.nevadaptaconvention.org

 **Fax**
(702) 258-7836

 **Mail**
Nevada PTA
6175 Spring Mountain Rd., Ste. 1B
Las Vegas, NV 89146

Nevada PTA

76th Annual Convention

April 27-29, 2017

Texas Station Hotel and Casino Las Vegas, Nevada

Nevada Parent Teacher Association (PTA) will hold its 76th annual state-wide convention from April 27 through April 29, 2017 at Texas Station Hotel and Casino in Las Vegas, Nevada. We are excited to share a variety of opportunities for you and your business to partner with Nevada PTA.

Convention Sponsorship

Nevada PTA's Sponsorship Program offers a variety of partnership opportunities, such as:

- Display table in a premium location at the Parent Resource Expo during Nevada PTA's Annual Convention (*Platinum, Gold and Silver*)
- Table (8 seats) for the Silver Star Banquet during Nevada PTA's Annual Convention (*Platinum*)
- Premier Full Page Color Ad in Convention Program (*Platinum, Gold and Silver*)
- Link to your website on Nevada PTA's website (*Platinum, Gold and Silver only*)
- Donor may provide flyer to be included in the Delegate's Welcome Package (*Platinum, Gold and Silver only*)

Please see pages 3 and 4 for more information.

Donate Items for Raffle and/or Silent Auction

Your company's name will be listed as a Silent Auction or Raffle donor in the Convention Program, and your donation is tax deductible. *Please contact Nevada PTA for more information.*

Make a Monetary Donation

Your company's name will be listed as a donor in the Convention Program, and the donation is tax deductible. *Please contact Nevada PTA for more information.*

Reserve a Space at the Parent Resource Expo

On Saturday, April 29, Nevada PTA will host our Parent Resource Expo which will be open to the public. We would like to extend the opportunity for you to participate as an exhibitor. Nevada PTA will do our part to encourage all invitees to participate to ensure that this event will be well attended. In return, we ask each exhibitor to donate a gift to be used as a door prize which helps to build excitement for this event. *Please see page 9 and 10 for more information and exhibit space pricing.*

Program Advertisements

The PTA Convention Program is read by PTA leaders and members in over 120 schools in Nevada which makes it a valuable tool for businesses and organizations trying to reach this market. Advertisements in the program range in price from a business card ad for \$35 to a full-page color ad for \$200. *Look for more information on page 7.*

Nevada PTA Reflection Awards Ceremony

Nevada PTA will be hosting the **Southern Nevada Reflections Award Ceremony** during this year's convention. This family-friendly event is going to be held in the Dallas Ballroom at Texas Station. When you sponsor this celebration, your organization will be recognized in any press releases and other Reflections events.

Contact Nevada PTA today to learn more about potential opportunities that best suit your organization's interest.

Thank you for your support of Nevada's children through PTA!

PTA Nevada Congress, DBA Nevada PTA, is a 501(c)(3) nonprofit association, tax identification number 88-0088204; your donations to Nevada PTA may be tax deductible.

Nevada PTA's Annual Sponsorship Program

Nevada Parent Teacher Association (Nevada PTA) is a nonprofit volunteer organization committed to the well-being of all children. Our vision focuses on bringing all parties in a community together for a common cause – to advocate for and improve the lives of all children. We provide support to almost 120 local PTAs across the state of Nevada and a large part of that support comes in the form of training events and Nevada PTA's annual convention.

Why We Need You!

PTA is the only association offering training and development for the dedicated group of local parent volunteers here in Nevada. Nevada PTA's Annual Convention and Leadership Training Events are self-funded and self-staffed by volunteers. Success of these events is attributed directly to sponsor support, member dues and volunteers. By partnering with Nevada PTA, your business has the opportunity to demonstrate its support of the children of Nevada as well as to make contact with local PTA decision makers from across the state.

Benefits At A Glance	Platinum \$10,000	Gold \$5,000	Silver \$2,500	Bronze \$1,500	Advocate \$750	Friends \$250	Exhibitor Plus \$900	Exhibitor \$500
Premier status on all acknowledgements and opportunity to customize sponsorship	✓							
Opportunity to host a convention event or activity	✓	✓						
Presentation opportunity during Nevada PTA's Convention	10 Minutes	5 Minutes						
Opportunity to provide a banner or sign to be displayed at the Silver Star Banquet	✓	✓						
Double sized exhibit spaces at all three 2017 Summer Leadership Training Expos	✓	✓						
Single sized exhibit space at all three 2017 Summer Leadership Training Expos							✓	
Link to business on Nevada PTA's Website, www.nevadapta.org	✓	✓	✓					
Opportunity to provide materials for participant tote bags	✓	✓	✓					
On-screen recognition at all General Sessions during Convention	✓	✓	✓	✓				
Tickets for Silver Star Banquet which concludes Nevada PTA's Annual Convention	Table 8 tickets	6 Tickets	6 Tickets	4 Tickets				
Meet almost 120 local PTA leaders from across Nevada at the Exhibit Space during convention at the Parent Resource Expo on Sat., April 28, 2017	Double Space, Premium Location	Double Space, Premium Location	One Space, Premium Location	One Exhibit Space	One Exhibit Space		One Exhibit Space	One Exhibit Space
Color Ad in Convention Program	Premium Full Page	Full Page	Full Page	Half Page	Half Page	Half Page	Half Page	
Recognition of Sponsorship Level or as Exhibitor in Convention Program and on convention website	✓	✓	✓	✓	✓	✓	✓	✓

Non Profit Organizations: Please contact the Nevada PTA office for pricing

Did you know?

- Nevada PTA is the largest volunteer advocacy association in Nevada.
- Nevada PTA is a powerful voice for children, a relevant resource for parents, and a strong advocate for public education.
- Nevada PTA has over 17,000 members in more than 120 local PTAs throughout the state.
- PTAs in Nevada have active delegates that assemble each year at the state convention to conduct the association's business, to discuss issues, exchange ideas.
- PTA leaders and members in Nevada are interested in your resources.

76th Annual Nevada PTA Convention
April 27-30, 2017
Texas Station Hotel & Casino, Las Vegas, Nevada

Exhibitor Information

Exhibit Space

All exhibit spaces are approximately 8' x 8' and include one 6' table with skirting and 2 chairs.

If your organization has special exhibit space size requirements, please contact Nevada PTA office.

Extra table

\$ 50.00

Additional Space

\$100.00

Exhibitor Registration, Installation/Set Up

Times are tentative and will be finalized after April 1, 2017

Saturday, April 29 7:00 a.m. – 8:30 a.m.

In the interest of safety and for liability reasons, children under the age of 15 are not allowed in the exhibit hall during set up or tear down.

Electricity

All Exhibitors that need electricity at their table **MUST** make arrangements in advance by completing the attached Power Request form and faxing it to Texas Station Hotel & Casino. There will be **NO** opportunity to add electricity to your space after **Friday, April 14, 2017**.

Exhibitor Committee Walk-Through

Saturday, April 29 8:30 a.m. – 9:00 a.m.

All products must be on display for the committee's examination. Any materials not seen by the committee prior to the exhibit hall opening will not be allowed. Exhibitor does not need to be present for the walk-through. Nevada PTA reserves the discretionary right to disallow any materials to be on display.

Exhibit Hours

Saturday, April 29 9:00 a.m. – 12:00 p.m.

Exhibitor Tear-down

Saturday, April 29 12:00 p.m. – 1:00 p.m.

Exhibitor Meals

Saturday, April 29: Continental Breakfast 7:30 a.m. – 9:00 a.m.

Location

All exhibits break-out sessions, and general sessions will take place at Texas Station Hotel & Casino in a room to be announced. The hotel's address is:

2101 Texas Star Ln. No Las Vegas, NV 89032

Application for Space

Application for an exhibit space must be made on the enclosed application form which must be returned to the Nevada PTA office with payment in full. Space cannot be reserved by phone. Online applications will **NOT** be confirmed until full payment has been received by Nevada PTA. An email will be sent to you confirming acceptance to exhibit within 2-3 weeks of receiving the application.

Full payment is required with all applications. If payment in full is not received with the application, it will be returned without being processed and priority will be lost.

Nevada PTA requires all companies who submit an application for exhibit space and payment to also submit one (1) copy of each of their materials (any brochures, order forms, catalogs, contracts, merchandise for sale, etc.) that will be displayed at the convention. The materials will be reviewed by the Exhibitor

Committee and must be approved by them before Nevada PTA will confirm exhibit space to a potential exhibitor.

Each company must submit materials whether or not the materials have been screened and approved in the past.

All companies must also submit one of the following: Certificate of Liability Insurance showing Nevada PTA as an Additional Ensured, Additional Insured Endorsement or Hold Harmless Agreement.

Space Assignments

All applicants are assigned space based on several factors, including the date of receipt of the complete application package and a balanced distribution of products and services. No assignment will be made until full payment has been received. *Sponsors will receive priority space assignments.*

Convention Program

Exhibitors whose applications are received, paid in full and accepted no later than **Friday, April 14, 2017** will be listed in the convention program. The program listing will include the organization's name and contact information. There will be a program addendum listing those exhibitors whose applications are received after Friday, April 14, 2017 but no later than Friday, April 21, 2017. Nevada PTA cannot guarantee a listing in the addendum for any application received or accepted after Friday, April 21, 2017.

Exhibitor Registration

Exhibitors must pre-register all personnel by Friday, April 14, 2017. Name badges will be provided and must be worn by all personnel for access to the exhibit area.

Door Prize

Exhibitors must furnish at least one (1) gift to be used as a door prize. The gift must be presented to the convention committee on or before Saturday, April 29, 2017 by 9:00 am.

Audience

- PTAs are concerned about the well-being of children; they influence school decisions and legislation.
- PTAs are constantly looking for the latest information and innovative program ideas.
- PTA members and guests are from throughout the state of Nevada.
- PTA delegates assemble each year to discuss issues, exchange ideas. PTA members who attend the convention take home ideas to implement in their own PTA and school.
- This year, more than 125 PTA decision makers are expected to attend Nevada PTA Convention.
- Nevada PTA offers non-PTA schools the opportunity to attend the Parent Expo. Those who will be invited to attend include principals, parents, club advisors and community leaders.
- You may wish to take advantage of our Sponsorship program which provides an excellent opportunity for you to make contact with many PTAs without having to make site visits to each school.

- This is your opportunity to reach this vital group representing Nevada's largest organization for child advocacy - Nevada PTA.
- PTA **does not** provide lists of active PTAs or contact information for PTA members or officers to outside organizations. Exhibiting at the Nevada PTA Convention or at Summer Leadership Training is the most cost-effective way to reach PTAs eager for products, services and information that will assist in furthering their objectives. When you reach PTA leaders at the Nevada PTA Convention, your message will also be shared with members across the state.

Screening Tips

Nevada PTA requires all companies that submit an application for exhibit space and payment to also submit one (1) copy of their materials (any brochures, order forms, catalogs, contracts, merchandise for sale, etc. that will be displayed at the convention.) These materials will be reviewed by the Exhibitor Committee and must be approved by them before Nevada PTA will confirm exhibit space to a potential exhibitor.

Each company must submit materials whether or not they have been screened and approved in the past.

How can you make sure your company's materials are compliant?

1. Fundraising materials submitted cannot state that children, students or kids are doing the fundraising. This includes the collection of monies (whether for a charitable cause or not) and actual selling (whether door-to-door or just to friends, relatives, etc.). All fundraisers must be structured so that it is the PTA or another organization/entity that is doing the fundraising.

Photography Release

By registering for or attending the Nevada PTA Convention, you hereby grant and assign the Nevada PTA and its legal representatives the irrevocable and unrestricted right to use and publish for editorial, trade, advertising or any other purpose and in any manner and medium, including website and Internet promotion, all photographic, video, and digital images of you and your guests taken while in attendance at the Nevada PTA Convention. By registering for or attending the Nevada PTA Convention you hereby release the Nevada PTA and its legal representatives from all claims and liability relating to said photographs, video and digital images.

Photography, Video and Audio Recording

Exhibitors are **NOT** to photograph, videotape, or audio record any delegate, attendee or PTA-sponsored event during the Nevada PTA Convention unless written consent is obtained prior to Convention activities commencing. Use of photographs, videos, or audio recordings after the end of the Nevada PTA Convention is subject to consent and approval by Nevada PTA.

2. The acronym PTA or the names National PTA or Nevada PTA cannot be utilized in any exhibitor's materials. All of these names are copyrighted.

3. The use of Nevada PTA's logo or convention logo is not permitted. Any company utilizing Nevada PTA's logo or convention logo will be required to remove it from its materials and any materials in the exhibit hall including these logos will be confiscated.

4. Materials which ask delegates to lobby any governmental agency or official will not be approved.

5. All materials submitted must be of a non-partisan, non-sectarian nature.

6. Materials submitted must be in accordance with Nevada PTA's position statements and/or resolutions. Any company's products, services or materials which are in direct opposition to Nevada PTA's position statements or resolutions will not be approved.

7. Each company's product and/or services should be appropriately related to children, youth and the charitable and educational activities of the Nevada PTA.

The tips listed above are provided to potential exhibiting companies to clarify some of the main items for which the Exhibitor Committee will be screening.

Contact Information

Nevada PTA

6175 Spring Mountain Rd., Suite 1B
Las Vegas, Nevada 89146
Phone (702) 258-7885
Phone (800) 782-7801 (in state)
Fax : (702) 258-7836
E-mail: office@nevadapta.org
Website: www.nevadapta.org

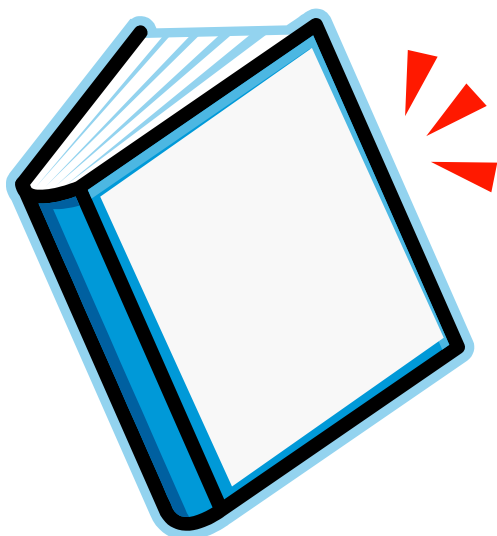
Hotel - Room Reservations

Texas Station Hotel and Casino
2101 Texas Star Lane
North Las Vegas, NV 89032
(855) 306-1126

***Reserve rooms prior to March 27, 2017
To receive the Nevada PTA room rate:***

***\$ 69 Texas Station Rooms, double occupancy plus \$7.99
Service Fee and applicable taxes, per night
\$ 15 Each additional person plus applicable taxes***

***Use Group Code or Offer Code TCIPTA7
Or ask for the 76th Annual Nevada PTA Annual
Convention 2017 room rate. The hotel will require a
deposit of one night room and tax to hold the
reservation.***



76th Annual Nevada PTA Convention Program Advertisements

Do you want to reach PTA leaders and members at over 120 schools in Nevada?

Advertise with us!

By securing one of the available ad spaces in the Nevada PTA Convention Program, your message will reach attendees from across the state as well as the many exhibitors and vendors in attendance at the convention.

The cost for ads in our Convention Program is minimal and range in size from a **business card ad for only \$35.00** to a **full page color ad for just \$200**. Samples of the advertisement sizes are on this page.

Act now! Select your preferred ad size and send your payment to Nevada PTA to reserve your space. Complete the Sponsor / Exhibitor / Program Advertisement Application on pages 7 and 8 and return with your payment to Nevada PTA.

Congratulations and Thanks to
Nevada PTA

For 75 years of Advocating for
Children and Families in Nevada

Family Art Night



Offering fundraising opportunities for
non-profit organizations.

Contact Jane Doe at (555) 555-1212 to schedule
your group's fundraising event!

Half Page
Color
\$150

Quarter Page
Color
\$80

Full Page Color
\$200

Business Card
Color
\$35



The Piano Man
Private Lessons, in my home
Monday thru Saturday

Retired Music Teacher, with over forty years of teaching experience
Please call for more information
Jesse James at 702-456-7890.



everychild.one voice.

76th Annual Nevada PTA Convention

April 27-29, 2017 | Texas Station Hotel and Casino, Las Vegas, Nevada

Sponsor / Exhibitor / Program Advertisement Application

Name of Company		Phone
Address		Cell
City	State	Zip
Primary Contact	Secondary Contact	
Email	Email	
Phone	Phone	
Company Contact Information for Local PTA Leaders The information below will appear in Nevada PTA's Convention Program as a reference for local PTA leaders to use when they want to get in contact with your company.		
Doing Business As	Website	
Customer Contact Name	Customer Contact Phone	
Customer Contact Email		
Description of Services, 25 Words or Less		
Badge Names (maximum of 4)		
Name	Name	
Name	Name	

*****Please complete and return pages 7, 8, 9, and 10 *****

Sponsor / Exhibitor / Program Advertisement Application

Sponsorship Choice - Best Value

- Platinum - \$10,000 + *Includes Exhibit Space and Full Page Color Ad*
- Gold - \$5,000 + *Includes Exhibit Space and Full Page Color Ad*
- Silver - \$2,500 + *Includes Exhibit Space and Full Page Color Ad*
- Bronze - \$1,500 + *Includes Exhibit Space and Full Page Color Ad*
- Advocate - \$750 + *Includes Exhibit Space and Half Page Color Ad*
- Friends - \$250 *Includes Half Page Color Ad*

Program Advertisement

- Full Page Ad - Color \$200
- Half Page Ad \$150
- Quarter Page Ad \$80
- Business Card Size Ad \$35

Exhibit Space and Other Options

- Exhibitor Plus \$900
- Exhibit Space(s), Commercial \$500 – Paid by Jan. 31, 2017
\$550 – Paid After Feb. 1, 2017
- Exhibit Space, Nonprofit *Call Nevada PTA for Pricing*
- Additional Tables - \$50
- Additional Space - \$100

Payment Calculator

- Sponsorship \$ _____
- Advertisement \$ _____
- Exhibit Space(s) \$ _____
- Additional Table \$ _____
- Additional Space \$ _____

Total Amount Enclosed \$ _____

Exhibitors must provide the following to Nevada PTA prior to **Wednesday, April 5, 2017**:

1. Certificate of Liability Insurance, Additional Insured Endorsement or Hold Harmless Agreement.
2. Copy of all materials to be distributed during the Parent Expo.

Exhibitors must furnish at least one (1) gift to be used as a door prize on Saturday, April 29, 2017, by 9:00 am.

Publish-ready ads (.jpg or .pdf) should be emailed to: office@nevadapta.org and must be received by **Friday, April 14, 2017**.

Please complete pages 7, 8, 9 and 10 and mail with check made out to “Nevada PTA” to:
Nevada PTA
6175 Spring Mountain Rd., Suite 1B, Las Vegas, NV 89146

Sponsor/Exhibitor Registrations received after Friday, April 14, 2017 will not be listed in the Program.

***** Please complete and return pages 7, 8, 9, and 10 *****



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Nevada PTA Parent Resource Expo Saturday, April 29, 2017 Texas Station Hotel and Casino, Las Vegas Nevada

Exhibitor Contract

The undersigned agrees to rent space from Nevada PTA at its annual convention to be held April 27-29, 2017, at the Texas Station, Las Vegas, Nevada, under the following terms, conditions and rates:

1. Terms of Payment

The undersigned understands that space will not be assigned without payment of fee which must be received by Nevada PTA prior to April 14, 2017. Payment constitutes a contract for: exhibit space consisting of 8' x 8' space, with one (1) 6-foot table, two (2) chairs, table cloth and skirt ONLY; Nevada PTA is unable to provide pipe and drape. Exhibit Space pricing is as follows:

Commercial Organizations: by 1/31/17 \$500.00 per space
after 1/31/17 \$550.00 per space

Non-Profit Organizations: *Please contact Nevada PTA for pricing*

Extra Table \$ 50.00 per table
Extra Space \$ 100.00 additional space

2. Exhibitor Installation/Set-Up and Dismantling of Exhibits

- a. Exhibits will be located in the in the Dallas Ballroom at Texas Station Hotel & Casino, 2101 Texas Star Ln, No Las Vegas, NV 89032
- b. Exhibits will be reviewed for content and for proper display of identification on products and employees prior to opening. Nevada PTA reserves the discretionary right to disallow any materials on display. (Please see page 6 for Screening Tips for guidelines).
- c. Exhibitors may set up on Saturday, April 29, 2017, from 7:00 a.m. – 8:30 a.m.
- d. Exhibit space not occupied by 8:30 a.m. on Saturday, April 29, may be used or sold as Nevada PTA sees fit, unless prior arrangements have been made.
- e. The Nevada PTA shall conduct an inspection/walk through to verify compliance with content of this contract and for a safety check on half hour prior to the beginning of the Expo on Saturday, April 29, 2017.
- f. Exhibits will open at 9:00 a.m., Saturday, April 29 and shall close at 12:00 p.m., on Saturday, April 29.
- g. Exhibitor expressly agrees not to dismantle the exhibit and/or begin packing prior to 12:00 p.m. on Saturday, April 29.
- h. Exhibitor agrees to have at least one (1) representative present at exhibit at all times exhibitor hall is open.
- i. Exhibitor agrees to remove all products/materials from the exhibit hall by 1p.m. Saturday, April 29, 2017.

- j. Exhibitor agrees to incur any and all costs for transportation, installation, staffing, disassembly, packing and shipping of their respective exhibits.

3. Space Assignment

All applicants are assigned space based on several factors including the date of receipt of the complete application package and a balanced distribution of products and services. No assignment will be made until full payment has been received. *Convention Sponsors will receive priority space assignments.*

4. Space Description and Furnishings

Exhibit spaces are approximately eight feet (8') by eight feet (8'), with 1 six-foot (6') table and two (2) chairs, table cloth and table skirt. **Nevada PTA is unable to provide pipe and drape.** If your organization has special exhibit space size requirements, please contact the Nevada PTA office.

5. Electricity

All Exhibitors that need electricity at their table **MUST** make arrangements in advance by contacting Texas Station Hotel and Casino there will be **NO** opportunity to add electricity to your space after **Friday, April 14, 2017**

_____ Initial here if you will be requesting power from Texas Station and Casino.

6. Use of Space, Sales and Advertising

All demonstrations, signs, promotional materials or other sales activities must be confined to the limits of the rented exhibit space. Exhibitors shall not assign, share or sublet any space allotted without the written consent of Nevada PTA. No exhibitor shall show goods or services other than those manufactured, sold or offered by it in its regular course of business. Exhibitor further agrees to prevent interference with the light or view of any other exhibitor. Exhibitor expressly agrees not to sell any merchandise that may be in competition with the merchandise of the Nevada PTA.

7. Animals

No animals, except those service animals that may be personally required for sight or hearing impairment, shall be allowed within the exhibit area.

8. Insurance Coverage, Permits and Liability

A. Exhibitor agrees to provide liability insurance (and workman's compensation insurance coverage, if applicable) and to provide a copy of proof of insurance(s) OR completed Hold Harmless agreement to Nevada PTA prior to Wednesday, April 5, 2017. Failure to provide these documents shall result in exhibit space being cancelled and all fees paid forfeited.

B. Exhibitor expressly agrees to have operator's business licenses, health permits, permits to sell, and resale certificates as required by city, county and state law. **Vendors may NOT sell items from their booth.** Signer's Initials: _____

C. Exhibitor further covenants and agrees to indemnify and to fully pay and reimburse Texas Station Hotel and Casino any and all cost for the restoration of the premises damaged, destroyed or otherwise defaced by exhibitors use, including its employees, agents, and representatives.

D. Neither Nevada PTA, Texas Station Hotel and Casino, nor the management, officers, members, or staff of either, will be responsible for the safety of or injury to the exhibitor, its property and/or the employees of the exhibitor from theft, damage by fire, accident or other causes prior to, during or after the period of this contract. Upon signing this contract, the exhibitor expressly releases Nevada PTA and the Texas Station Hotel and Casino from and agrees to indemnify same against any and all claims for damage, loss and injury of any kind.

E. Reasonable care will be exercised to secure and protect the exhibit area during the periods of time it is closed to the delegates.

F. Exhibitors are advised to consult their respective insurance brokers for proper coverage of display material from the time it leaves their company's premises until its return. Exhibitors understand that neither Nevada PTA nor Texas Station Hotel and Casino maintain insurance covering the exhibitor's property. It is the sole responsibility of the exhibitor to obtain such insurance.

9. Exhibitors Responsibility

A. Exhibitor is responsible for any damage to the convention facility.

B. Nothing will be pasted on, tacked, nailed, screwed or otherwise fastened to the walls, floors or any other parts of the building or furniture without the express written permission of the Texas Station Hotel & Casino, North Las Vegas Nevada.

C. Nevada PTA requires all companies that submit an application for exhibit space and payment to also submit one (1) copy of their materials (any brochures, order forms, catalogs, contracts, etc.) that will be displayed at the convention. These materials will be reviewed by the Exhibitor Committee and must be approved by them before the Nevada PTA will confirm exhibit space to a potential exhibitor. **Each company must submit screening materials whether or not they have been screened and approved in the past.** All materials will be required to be on display for the Exhibitor Committee walk-through on Saturday, April 29, 2017. Any materials not seen by the committee prior to the exhibit hall opening cannot be exhibited. Nevada PTA reserves the right to disallow any materials.

D. Exhibitor is responsible for receiving all materials at Texas Station Hotel and Casino and for packing and shipping of

materials to and from convention, as well as any costs incurred in such. Convention material and freight **may arrive no more than one week prior to the event.** Please contact the Texas Station Hotel and Casino to make arrangements for shipping.

Initial here if you will be shipping packages to Texas Station Hotel and Casino.

E. Door Prize

Exhibitor agrees to furnish at least one (1) gift to be used as a door prize. The gift must be delivered to the Convention Registration Table on Saturday, April 29, 2017 by 9:00 am.

F. Exhibitors must pre-register all personnel on the registration form. Exhibitors will be provided with name badges when they register at the site. Badges must be worn for access to the exhibit area. In the interest of safety and for liability reasons, children under the age of 15 are not allowed in the exhibit area during installation/set up or tear down.

10. Cancellation

If an exhibitor finds it necessary to cancel its company's participation in the annual Nevada PTA Convention, a refund, less a \$50 processing charge, will be made only if the cancellation is received in writing, by Nevada PTA, no later than Saturday, April 1, 2017. There will be no refunds, under any circumstances, for cancellations received after April 1, 2017.

11. Catastrophe

If, in the event of war, terrorism, fire, power outage, earthquake, strike, government regulations, public catastrophe, act of God or the public enemy, or other cause, the convention or any part thereof is prevented from being held, or is canceled by the Nevada PTA, the Nevada PTA shall determine and refund to the applicant its proportionate share of the balance of the aggregate exhibit fees received which remains after deducting expenses incurred by the Nevada PTA and reasonable compensation to Nevada PTA, but in no case shall the amount of refund to the applicant exceed the amount of the exhibit fee paid.

11. Convention Program

Exhibitors whose applications are received and accepted no later than Friday, April 14, 2017, will be listed in the convention program. There will be a program addendum listing those exhibitors whose applications are received after Friday, April 14, 2017, but no later than Friday, April 21, 2017. Nevada PTA cannot guarantee a listing in the addendum for any application received or accepted after Friday, April 21, 2017.

Nevada PTA reserves the right to decline or prohibit any exhibit that in its judgment is inappropriate. This reservation shall be inclusive as to persons, things, printed matter, products and conduct.

The undersigned has read, understands and agrees to the rules and regulations that are part of the Exhibitor Contract for the 76th Annual Nevada PTA Convention agreement:

Signature _____ Date _____

Print Name _____ Title _____

Company _____



everychild.one voice.

Nevada PTA Credit Card Authorization Form

Please type or print clearly

Attendee Name _____ Organization Name _____

Event Name Parent Expo Event Date Sat., April 29, 2017

Name of Card Holder: (as it appears on card) _____

Type of Credit Card: _____ Expiration Date: _____

Credit Card Number: _____ VCode: _____

Billing Street Address: _____

City: _____ State: _____ Zip: _____

Total amount to be charged: _____

My signature below serves to authorize the use of my credit card for charges related to the above named individual and their participation in the named event.

Signature – Authorization of Card Holder Date

If you would prefer not to fax your credit card number, please fill out the information except for your credit card number and VCode, sign and fax the information to the Nevada PTA office. You may then call the office to give your number over the phone.

**Please note: once the credit cards have been charged, the Nevada PTA staff will black out all but the last four digits of your credit card number.*

Please fax completed, signed form to (702) 258-7836

For Office Use Only

Date Posted: _____ Authorization Number: _____