



2019 NATIONAL CREDIT UNION COLLECTIONS ALLIANCE BUSINESS PARTNERS CONTRACT TERMS

General Rules:

The following rules and regulations have been implemented for the mutual protection of the business sponsor and NCUCA

- No one under the age of 18 years old will be allowed to attend any NCUCA event
 - The Conference Committee and the NCUCA are not responsible for the delivery of sponsorship materials, hotel reservations, or other items outside the scope of the agreed upon sponsorship.
 - To ensure you receive the discounted room rate, you must make your reservations with the hotel no later than February 28, 2019 as long as the room block has not sold out. Hotel link is on the [NCUCA](#) website.
- Deadline for the format/spec requirements for logo and advertising submission is March 15, 2019. Please visit the website and chose the option: "Business Partners" for all other the information
 - No refund will be issued to any company who does not comply with the NCUCA Exhibitor Rules and Regulations.
- You will be given a conference attendee list at registration, during the conference. If you are a sponsor, the list will be provided two weeks prior to the conference. If you are a lead sponsor, you will also receive a preliminary conference attendee list four weeks prior to the conference.
- Only Business Sponsors will receive the attendee list, based on their sponsorship package, prior to the conference. Business Sponsors are strictly prohibited from disseminating the attendee list to any attendee, non-sponsor vendor or business partner or any third parties for any reason. Business sponsors may not utilize any third parties to contact attendees for any reason including the coordinating of events or inviting guests to outside entertainment events.
- No flyers or solicitations may be made at the conference hotel door or lobby without the prior written consent of NCUCA.
 - All paid exhibitors are allowed and encouraged to attend any educational sessions. All exhibit booth personnel are required to register for the conference.
- The conference badge must be worn at all NCUCA functions and sharing of badges is strictly prohibited.
- All exhibitors will be provided a 6'x 6' area (first come, first serve), 6' table, table cloth and two chairs.
- Exhibitors are responsible for their own booth design and construction. Set up time will begin on: April 15th at 7:00 a.m. (Please visit the [NCUCA](#) website for ballroom room information and tear down times).
- Exhibit structures may not exceed 8 feet in height and 7 feet in width.
- No one will be allowed to setup their booths once lunch has started
- NCUCA reserves the right to restrict exhibitor activities and exhibits which because of method of



operations, content or for any other reason become objectionable or other detract from the conference as a whole.

- NCUCA reserves the right to determine eligibility of any exhibitor or sponsor or partner and accordingly reserves the right, in its sole discretion, to deny space to any exhibitor whose products or services are inconsistent with NCUCA's policies and philosophies or could have a negative impact on the credit union marketplace. NCUCA reserves exclusive control over admission policies.
 - To finalize your registration and sponsorship for the conference, please visit www.ncuca.com, if you have not done so.
- Please read and adhere to all deadlines.
- For electrical needs and WiFi access, you will receive an email from Sands Event Services prior to the conference where you may make your request. Or you can reach them at jli@sandsexpo.com. All Business Partners are responsible for the charges associated with your booth.

Dated: 06.08.2017

A handwritten signature in black ink, appearing to read "Rudy Martin", written over a faint circular stamp or watermark.

Rudy Martin
NCUCA Vice President/Board Member

Dated: _____

Business Sponsor

