

# *North Carolina Forestry Association*

*The state's oldest forest conservation organization - since 1911*

www.ncforestry.org - phone (800) 231-7723 - fax (919) 832-6188

July 27, 2018



Dear Exhibitor:

The North Carolina Forestry Association's Annual Meeting will be held at the Sheraton Raleigh Hotel in Raleigh, North Carolina on October 10-12, 2018. Our annual meeting attracts over 250 forestry leaders and representatives from the forest products industry in North Carolina.

There format for this year's meeting seeks to blend entertainment with an excellent speaking program. There will be a speaking program on Wednesday afternoon and Thursday morning. Thursday afternoon will feature recreational activities and be followed by a dinner on Thursday evening. The meeting concludes on Friday, October 12<sup>th</sup> with a meeting of the NCFA's Board of Directors.

Exhibitors can set up Wednesday morning prior to the start of the meeting. *Exhibitors have access to all of the events with their registration fee.* Exhibitors can take down their displays Thursday night or Friday morning. We will include breaks throughout our meeting so our members will have the time to interact with our exhibitors. We also will once again be uploading a meeting app that will include all of our exhibitors.

A full registration sheet is enclosed – remember one full registration for the meeting is included in the exhibitor contract – but we need you to complete this form for our planning.

***You should call the Sheraton Raleigh Hotel at (919) 834-9900 to make your room reservation.***

***Please mention that you are with the NCFA to receive the special room rate.***

If you have any questions, please contact Ann Harper at [aharper@ncforestry.org](mailto:aharper@ncforestry.org) or call our office at (800) 231-7723 ext. 1.

Thank you for your support of our annual meeting!

Sincerely,

Ann Harper

**EXHIBITOR'S AGREEMENT**

I wish to reserve table exhibit space at the 2018 North Carolina Forestry Association Annual Meeting, October 10 – October 12, 2018.

COMPANY NAME \_\_\_\_\_

NAME OF EXHIBITOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_ E-MAIL \_\_\_\_\_ @ \_\_\_\_\_

SIGNATURE \_\_\_\_\_

***Exhibit fees include one full meeting registration***

Check one: **Single** space for **NCFA member** (\$1,000) \_\_\_\_\_ **Non-member** (\$1,600) \_\_\_\_\_  
(1 – 6 or 8 foot skirted table w/2 chairs)  
**Double** space for **NCFA member** (\$1,600) \_\_\_\_\_ **Non-member** (\$2,000) \_\_\_\_\_  
(2 – 6 or 8 foot skirted tables w/2 chairs)  
Indicate if 120v electrical outlet needed \_\_\_ yes

Spouse registration fee (\$200) \_\_\_\_\_ Additional Exhibitor ( ) @ \$300 per person  
Spouse Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Address: \_\_\_\_\_

**Total fee enclosed \$** \_\_\_\_\_

Please include your check payable to the “NCFA” with this signed agreement. Mail to: **N.C. Forestry Association, 1600 Glenwood Avenue, Suite I, Raleigh, NC 27608 or FAX to (919) 832-6188.**

Credit Card (Mastercard or Visa ONLY) If using credit card, all information below is required:

Name on card: \_\_\_\_\_ Card #: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Exp. Date: \_\_\_\_\_ / \_\_\_\_\_ \_\_\_ M/C \_\_\_ Visa Credit card billing address (if different from above):  
\_\_\_\_\_

Please contact Ann Harper at aharper@ncforestry.org or (800) 231-7723 ext. 1 for more information.