



## *Great Northwest Region*

*Alaska, Idaho, Oregon, Washington*

Great Northwest Region Conference  
ARMA International  
March 12 & 13, 2012  
Boise Idaho

Dear Potential Sponsor,

The 2012 Great Northwest Region Conference is being hosted by the City of Trees, Boise, Idaho, on March 12-13, 2012. The Region including Alaska, Washington, Oregon and Idaho include 500+ members. This is a great opportunity for you to promote your business to the members of the region.

The conference will feature an all-star cast of nationally recognized speakers in the field of Records and Information Governance. Our speakers include John Isaza, Esq. JD, FAI (Fellow of ARMA International); John Montana, JD, FAI; Debra Gearhart, CRM, FAI; Juanita Skillman, CRM, FAI; David McDermott, CRM, FAI; and the current President of ARMA International, Galina Datskovsky, Ph.D., CRM. With such a group of presenters, we anticipate an active turnout for the event.

The Conference will be advertised throughout the Great Northwest Region states of Alaska, Idaho, Oregon, and Washington to our extensive membership roster, as well as in the other neighboring western states. Conference information will be posted to the award-winning Great NW Region website and in ARMA International's publications. We will be promoting the Conference to other organizations such as AIIM and the local Idaho BAR Association.

We invite you to be one of the exhibitors at this premier event. There will be a 15-minute morning and afternoon session breaks and a 90 minute lunch period where the attendees will have time to visit your booth. The attached form describes the various Levels of Exhibitor Participation. Premium opportunities will include greater publicity for your company's product or service. Please respond and return the completed registration form and payment, to my attention (see instructions), as soon as possible.

Finally, we will be encouraging Conference attendees to visit your booth by offering a Grand Prize Raffle. A door prize will be awarded to one lucky winner who has demonstrated to have visited each vendor booth.

Peggy Striefel  
ARMA GNW Region, Membership and Marketing  
150 Avery Street  
Walla Walla, WA 99362  
pstriefel@key.net / (509) 200-6430



## SPONSORSHIP LEVELS

### Platinum

**\$1,500**

Number Available: 1

- Exhibitor Booth with Sponsorship Recognition Card (e.g. "Proud Sponsor of Lunches")
- Lunch Sponsorship
- 10 Minute Multimedia Presentation
- Acknowledgement on the GNW Region website including a link to your webpage
- Full Page Advertisement on Inside Rear Cover of Award-winning March 2012 Boise Valley Chapter Newsletter (Must Provide Camera Ready Artwork by 02/10/2012)
- Two (2) Full Registration to Conference, including two (2) Coupons for Lunch
- Booth Size: 8' x 8', with Tablecloth, Table Skirting, and Electrical Outlet
- Vendor flyer in attendee bag (Must provide by 03/09/2012)

### Gold

**\$1,000**

Number Available: 1

- Exhibitor Booth with Sponsorship Recognition Card (e.g. "Proud Sponsor of Breakfasts")
- Breakfast Sponsorship
- Acknowledgement on the GNW Region website including a link to your webpage
- One (1) Full Registration to Conference, including two (2) Coupons for Lunch
- Booth Size: 8' x 8', with Tablecloth, Table Skirting, and Electrical Outlet
- Vendor flyer in attendee bag (Must provide by 03/09/2012)

### Silver

**\$ 600**

Number Available: 1

- Exhibitor Booth with Sponsorship Recognition Card (e.g. "Proud Sponsor of Breaks")
- Session Break Sponsorship
- Acknowledgement on the GNW Region website including a link to your webpage
- One (1) Full Registration to Conference, including one (1) Coupon for Lunch
- Booth Size: 8' x 8', with Tablecloth, Table Skirting, and Electrical Outlet
- Vendor flyer in attendee bag (Must provide by 03/09/2012)

### Bronze

**\$ 350**

Number Available: 4

- Exhibitor Booth / Booth Size: 8' x 8', with Tablecloth, Table Skirting, and Electrical Outlet
- Acknowledgement on the GNW Region website including a link to your webpage
- One (1) Coupon for Lunch (No registration to the event included)- vendor space only
- Vendor flyer in attendee bag (Must provide by 03/09/2012)

For more information, contact: Peggy Striefel 509-200-6430 [pstriefel@key.net](mailto:pstriefel@key.net)



## SPONSORSHIP OPPORTUNITIES

### Welcome Party

\$ 500

Number Available: 1

- March 11, 2012 (Sunday), 6-9pm in the Hospitality Suite
- Heavy hor'derves and beverages
- Only limited by your imagination—any ideas considered!

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### VENDOR REGISTRATION GENERAL INSTRUCTIONS

Reservations will be made on a first-come, first-served basis.

Exhibitors will be responsible for all freight, internal delivery installation, and dismantling of exhibits. Neither ARMA International, the Great Northwest Region of ARMA, the Boise Valley Chapter, URS, nor any member or employee thereof, shall be held responsible for any theft, damage, or other loss of exhibitors' property.

#### Cancellations

Exhibitor reservations are 50% refundable prior to February 27, 2012, and become non-refundable thereafter (unless the entire conference is cancelled, in which case the full reservation amount will be refunded).

#### Raffle Prizes

Grand Prize Drawing: Each Conference attendee visiting a Vendor's Booth will have a card stamped showing he/she was at your Booth. Fully stamped cards will be entered into a Grand Prize drawing.

Individual Vendors may wish to organize their own raffle prize drawings.

#### **Vendor Registration Contact Info:**

Company Name \_\_\_\_\_  
Company Contact \_\_\_\_\_  
Phone # \_\_\_\_\_  
Address \_\_\_\_\_  
Email \_\_\_\_\_



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### Sponsorship Opportunities

- \_\_\_\_\_ Yes, I would like to participate as a vendor at the **Platinum Level** (\$1,500)
- \_\_\_\_\_ Yes, I would like to participate as a vendor at the **Gold Level.** (\$1,000)
- \_\_\_\_\_ Yes, I would like to participate as a vendor at the **Silver Level.** (\$ 600)
- \_\_\_\_\_ Yes, I would like to participate at the **Bronze Level.** (\$ 350)
- \_\_\_\_\_ Yes, I would like to sponsor the **Welcome Party.** (\$ 500)

Vendor Registration Name Tags/Lunch Coupons:

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (Platinum two)

(please include your business card with the registration form)

Sponsorship Sub Total \$ \_\_\_\_\_

\*\*\*\*\*

### Additional Food/Special Event Tickets:

Extra Meal Tickets:

- |                   |                          |                 |                    |          |
|-------------------|--------------------------|-----------------|--------------------|----------|
| Monday, 03/12/12  | <input type="checkbox"/> | Breakfast/Break | \$10.00 per person | \$ _____ |
|                   | <input type="checkbox"/> | Lunch           | \$10.00 per person | \$ _____ |
| Tuesday, 03/12/12 | <input type="checkbox"/> | Breakfast/Break | \$10.00 per person | \$ _____ |
|                   | <input type="checkbox"/> | Lunch           | \$10.00 per person | \$ _____ |

Welcome Party, Sunday, 03/11/12, 6-9 pm \$10.00 per person \$ \_\_\_\_\_

Special Events Sub Total \$ \_\_\_\_\_

\*\*\*\*\*

Total Amount submitted in payment: \$ \_\_\_\_\_

**Mail Registration and Check to:** Tim Hunt, Portland Archives & Records Center, PO BOX 9072, Portland, OR 97207

**Please make checks out to:** Great Northwest Region of ARMA

### **Any Questions:**

ARMA GNW Region Contact / Peggy Striefel (509) 200-6430 [pstriefel@key.net](mailto:pstriefel@key.net)

ARMA Boise Chapter Contact / Dawn G. Yantek [dawn.yantek@urs.com](mailto:dawn.yantek@urs.com)