

Tri-State Hearing Convention
7616 139th Street Ct E Puyallup, WA 98373

Dear Exhibitor,

On behalf of the board of Tri-State, I would like to invite you to attend the 46th annual Tri-State Hearing Convention to be held March 1-4, 2018 at the Hyatt Regency at Lake Washington in Renton, Washington.

We have a 45 year history and a great reputation for providing a well organized and successful conference. For those of you who are unfamiliar with us, we would like you to know that three cooperative Hearing Aid Societies; Oregon, Idaho, and Washington sponsor Tri-State annually. We rotate our meetings between these three states and include all neighboring states on our mail list. We attract around 100 hearing professionals from some of the more remote areas of the Northwest. We strive to provide superior educational classes, and some fun activities, but, we need you as an exhibitor to make the convention complete. Twenty-five exhibitors joined us last year and together we presented a meeting that served the varied needs of Northwest hearing professionals.

As you read through the enclosed materials you will notice you will have four hours of exhibit time on Saturday, March 3 with no competing activities. Your display and our activities are centered around the Exhibit Hall and are the main attraction. We want you to be successful and come back year after year.

We are inviting you to take advantage of the extra promotional opportunities by sponsoring either the Thursday Welcome Reception, Friday or Saturday's morning coffee or lunch, or Saturday's Hors d'oeuvres, wine and microbrew. Let's not forget about the live and silent auctions and other opportunities to advertise including, *NEW* this year, lanyards.

The schedule of events has changed this year. First you will be able to enjoy lunch with our attendees before the Exhibit Hall opens. Secondly Tri-State is offering a more compacted exhibit time of four hours on Saturday only. We hope this change will benefit you as the Passport to Better Hearing, an interactive class, is also held during this time. We of course will have our great speakers and educational seminars, lots of food and our reputation for fun loving Northwest hospitality. We always have a great show. All we need is you!

Look over the enclosed information. Let us know that you plan to join us by registering on line at www.tristatehearingconvention.org or filling out this registration form, send or e-mail it to me along with your payment by January 17, 2018. I look forward to working with you March 1-4, 2018. Call me if you have any questions.

Please follow us on Facebook: www.facebook.com/Tri-State-Hearing-Convention and check our website often for the most current information.

Sincerely,

Tammy Wilson

Executive Director

Call/Text : 253-208-5841

Email: TriStateHHPCon@gmail.com Website: www.TriStateHearingConvention.org

2018 EXHIBITORS PROSPECTUS

FULL EXHIBITORS PACKAGE: \$800.00 includes **one set of meal tickets with each full exhibitor package**. One Friday lunch, one Saturday lunch, and two Saturday drinks. Confirmation is required per event. Extra meal tickets may be purchased with your registration or in the registration room at the convention.

EXHIBIT SPACE: 8' x 8' with an 8' back wall and 3' side rails. 6' Skirted table, 1-500 watt electrical hookup will be provided to each booth. The exhibit hall is fully carpeted and well lighted.

EXHIBIT TIME TOTALS: Four hours.

FREE CONTINUING EDUCATION CLASSES: Registration forms available in November.

EXHIBITOR LISTING IN ATTENDEES PACKET: Your company name, address, phone number and representatives name will be listed free of charge.

General Information

BOOTH ASSIGNMENTS: are drawn randomly from the registrations received by January 17, 2018. Please indicate any special consideration that should be given to your placement. Late registrations will be assigned exhibit space as available.

SHIPPING & DRAYAGE: Tri-State has contracted with the professional exhibit company called Triumph Expo & Events, Inc. They will accept boxes and shipments for exhibitors. Their phone number is 206-431-1010 should you need to contact them. Triumph's shipping address: 12610 Interurban Ave. S, Suite 120 Tukwila, WA 98168

AIRPORT TRANSPORTATION TO & FROM THE HOTEL: Transportation to and from Sea-Tac Airport is available via Taxi, Lyft and Uber. The fees for round trip transportation will vary depending on the mode you select.

PARKING: A discounted rate of \$15 per day for valet parking is the only option available at this time due to the construction of the parking garage.

STANDARD ROOM RESERVATIONS: The Hyatt Regency Lake Washington 1053 Lake Washington Blvd N, Renton, WA 98056, has set up a web-based reservation site called "Passkey", it is an electronic reservations interface that is customized for our event. Go to: <https://aws.passkey.com/event/49305218/owner/48972374/home> Click on "Attendee" for guest type, then follow the prompts to make a reservation. Room rates are: \$159 Standard King. \$169 Standard Queen/Queen. \$189 Partial Lake View. Hotel phone number is 425-203-1234, if you call be sure to inform them that you are with the Tri-State Hearing Convention & ask for our group rate. To insure the group rates reservations must be made no later than February 7, 2018. Reserve early to secure the best room rate and selection.

Extra Promotional Options

ADVERTISING INSERTS may be placed in the back pocket of the registration packet for a fee of \$70.00. Please ship 150 copies of your material limited to the maximum size of 8 1/2” x 11”, no packets or booklets. Ship materials to Tri-State Hearing Convention 7616 139th Street Ct. E. Puyallup, WA 98373 by **February 1, 2018**.

LANYARDS *New this year* Please consider donating 25 lanyards for the attendees to wear with their name badges. If you are interested in donating some, please ship to Tri-State Hearing Convention 7616 139th Street Ct. E. Puyallup, WA 98373 by **February 1, 2018**.

SPONSORSHIP OF EVENTS

Sponsor one of the luncheons or the Welcome Party. The Welcome Party is a great opportunity to meet & greet the participants on the first night in a relaxed atmosphere. Refreshments and appetizers will be provided. The following is a list of sponsorships available, these are a great way help Tri-State financially and advertise your company.

Thursday <u>Welcome Reception</u>	\$250.00
Fri. or Sat. am <u>Pre-class Coffee</u>	\$400.00 each
Saturday <u>Drinks Beer & Wine</u>	\$1,500.00
Friday or Saturday <u>Lunch</u>	\$4,000.00 each

EXHIBITORS PROMOTIONAL MAILER TO YOUR USERS: Why not advertise your attendance in our area? Consider including a promotional insert in your company’s mailers prior to the start of the convention. We can use your help. Thanks!

LIVE & SILENT AUCTION: The auction is a great place to show your support for Tri-State. Please list the items you would like to donate on your registration form. For more information on this exciting event please contact Pam Hays: 208-882-5536 or hodgins@turbonet.com The auction will be held in the Exhibit Hall beginning at 4:45pm on Saturday.

PASSPORT TO BETTER HEARING CLASS IN THE EXHIBIT HALL: We encourage you to participate in the class to be held in the exhibit hall on Saturday 2:00 – 4:00. Submit three questions to Robert Shepard bob@audiologytech.com by January 17, 2018 or include your question in your registration materials. Attendees will be required to ask you the three questions submitted and write down the answer in their book before you will sign it. They must have their book completed to receive credit for the class.

AGENDA (Important EXHIBITOR information is **bold**)

Thursday –March 1, 2018

3:00pm Registration Office open
6:00pm - 8:00pm Class Session A
8:00pm - 9:00pm Welcome Reception- Hors d'oeuvres, wine, microbrew, and soft drinks

Friday – March 2, 2018

7:30am Registration Office open
8:00am Pre-Class Coffee
8:30am -10:30am Class Session B
10:30am-10:45am IHS Presentation
11:00am-Noon State Society Meetings
12:30pm - 1:30pm Lunch
1:45pm – 3:45pm Class Session C
4:00pm-6:00pm Class Session D

Saturday – March 3, 2017

7:30am - 4:00pm Registration Office Open
8:00am Pre-class Coffee
8:30am-10:30am Class Session E
10:45am-12:45pm Class Session F
10:00am-12:45pm Exhibitor Set-up
12:45pm -2:00pm Lunch
2:00pm-6:00pm Exhibit Hall opens
2:00pm-4:00pm Class Session G: A Passport to Better Hearing (Inside Exhibit Hall)
4:00pm-6:00pm Hors d'oeuvres, wine & microbrew in Exhibit Hall
5:00pm Live Auction followed by Silent Auction tables begin closing.
6:00pm Exhibit Hall Tear Down

Sunday March 4, 2017

10:00am -12:00pm Tri-State Board of Directors Meeting

EXHIBITORS REGISTRATION TRI-STATE HEARING CONVENTION 2018

Company Name _____ Phone _____

Address _____

Event Planner Name & Phone #: _____

E-Mail Address: _____

Lead Representatives e-mail address _____

List the company representatives that will attend by name, city & state. This is how it will appear on their name badge.
Names & City:

List auction items your organization will donate and retail value: _____

Feel free to email a logo or picture of products donated for advertising purposes during the auction tristatehpcn@gmail.com

Exhibitor Package Fee.....**\$800.00**
Includes one set of meal tickets. Please indicate who receives the tickets and which events they will attend.

Name _____ [] Fri. Luncheon, [] Sat. Luncheon, [] Sat. Snacks

Please list any special meal requirements or dietary restrictions _____

Extra Meal Tickets for additional representatives:

Friday Lunch.....	_____ # of tickets @ \$35.00 per ticket	\$ _____
Saturday Lunch....	_____ # of tickets @ \$35.00 per ticket	\$ _____
Fri Refreshments..	_____ # of tickets @ \$5.00 per ticket	\$ _____
[] Include our flyer insert in the registration packet @\$70.00		\$ _____

(note size restrictions & mail by February 1)

Events available for sponsorship.

Tri-State Welcome Party @ \$250.00	\$ _____
[] Friday or [] Saturday Morning Pre-class Coffee \$400.00 each	\$ _____
[] Friday or [] Saturday Lunch \$4,000.00 each	\$ _____
Saturday Drinks (Beer & Wine) \$1,500.00	\$ _____

Late fee, add \$50.00 after January 17, 2018 \$ _____

TOTAL AMOUNT ENCLOSED..... \$ _____

Make checks payable to: Tri-State Hearing Convention. If you are paying by credit card, we prefer you register on line to protect your financial information.

[] I want to pay by credit card, please have the Tri-State Executive Director call me to process my payment. _____

Your name and phone number.

The enclosed registration form becomes a contract when signed by the exhibitor and indicates ACCEPTANCE OF THE EXHIBITOR POLICES AND HOLD HARMLESS AGREEMENT while participating at the Tri-State Convention.

HOLDS HARMLESS CLAUSE: “The exhibitor assumes the entire responsibility and liability for losses, damages and claims arriving out of injury or damage to exhibitors displays, equipment, and other property brought upon the premises of the hotel and shall indemnify and hold harmless the hotel, agents, servants, and employees from any and all such losses, damages and claims.”

STATEMENT OF POLICY FOR TRI-STATE EXHIBITOR PARTICIPATION

- 1) No advertising shall be distributed in the hotel other than in the exhibit hall, registration packet or individual suites or rooms.
- 2) We ask that you follow the schedule for set-up, have your booth manned during the open exhibit hall hours, and are prompt in exhibit hall take down.
- 3) No refunds will be given for no shows.
- 4) Exhibitor activities centered around our convention must be approved by our Executive Director. Restrictions will apply to any event scheduled during the designated hours of Tri-State activities.
- 5) Acceptance of both Tri-State policies for exhibitors and the hold harmless statement will be acknowledged by an authorized signature on your registration forms. Please be sure your company representative is aware of your acceptance of these policies prior to attending Tri-State 2018.

I HAVE READ THE POLICY STATEMENT FOR EXHIBITORS AND THE HOLD HARMLESS AGREEMENT AND OUR COMPANY AGREES TO COMPLY WITH IT’S TERMS.

Signed: _____ Date: _____

MAIL TO: Tri-State Hearing Convention 7616 139th Street Ct. E. Puyallup, WA 98373

Questions: Tammy Wilson, call or text 253-208-5841 or e-mail tristatehhpcon@gmail.com
