**NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE**

**PENNSYLVANIA STATE CONFERENCE**

**85TH ANNUAL CONVENTION**

**Red Lion Hotel Harrisburg Hershey ▪ 4751 Lindle Road ▪ Harrisburg, PA 17111**

**October 17, 2019 – October 19, 2019**

**SOUVENIR JOURNAL ADVERTISEMENT FORM/EXHIBIT SPACE CONTRACT**

**(Please print or type)**

**Agency/Church/Company/Legislator Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADVERTISEMENT DEADLINE: SEPTEMBER 30, 2019**

 **AD SIZE COST AMOUNT ENCLOSED**

**□ Full Page Included in Unit Package \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**□ Full Page $300.00 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**□ Half Page $200.00 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Journal size is 8-1/2” x 11”. The ad dimensions for the image area is 7”w x 9.5”h for Full Page and 7”w x 4.25”h for Half Page. All ads are to be submitted **CAMERA READY. DO NOT** apply borders to your copy. All ads and photos must be in **JPEG or PDF** format when emailing. Email: rtolber@comcast.net, Subject Line: PA NAACP State Conference Convention. For additional information, please call Ruth Tolbert at 724-691-2925. Make all checks/money orders for **souvenir journal advertisements only payable to NAACP PA State Conference** and mail to NAACP PA State Conference, P.O. Box 181, Glen Mills, PA 19342-0181.

**EXHIBITOR REGISTRATION/MEAL PACKAGE DEADLINE: SEPTEMBER 30, 2019**

**TYPE OF EXHIBITOR/VENDOR DESCRIPTION QUANTITY AMOUNT ENCLOSED**

For Profit \_\_\_\_\_ 6’ Table @$400.00 each \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Government Agency \_\_\_\_\_ 6’ Table @$300.00 each \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Non-Profit/Minority Business \_\_\_\_\_\_ 6’ Table @ $200.00 each \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Registration $40.00/person \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Meal package $135.00 each \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REGISTRATION/MEAL PACKAGE:** Make all checks/money orders payable to NAACP PA State Conference and mail with completed form to: NAACP PA State Conference, P.O. Box 181, Glen Mills, PA 19342-0181.

**HOURS FOR EXHIBITORS:** Thursday, October 17, 2019, set-up 5:00 p.m.-8:00 p.m.; Friday, October 18, 2019 9:00 a.m.-6:00 p.m. and Saturday, October 19, 2019. All exhibits must be in place and ready for opening Friday, October 18 at 9:00 a.m. and must be removed by 3:00 P.M. on Saturday, October 19, 2019.

**EXHIBITOR REGISTRATION:** Each exhibiting company is permitted two (2) complimentary registrations per 6’ table rental. Additional company registrations cost $40.00/person. If space rental is reserved and then cancelled after **Thursday, October 17, 2019**, you will forfeit any money rendered to the NAACP PA State Conference. All cancellations must be received in writing.

**LIABILITY OF NAACP PA STATE CONFERENCE**: It is expressly agreed and understood between exhibitors and the NAACP PA State Conference that the NAACP PA State Conference shall be under no liability for loss of, or damage to, goods or property of exhibitors or personal injury to the exhibitor or the exhibitors employees and each exhibitor on signing this contract expressly indemnifies the NAACP PA State Conference from all such claims. Exhibitor further warrants that he/she will obey all rules, regulations and laws of the convention city and state.

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**AUTHORIZED SIGNATURE TITLE DATE**