

**15<sup>th</sup> Annual NCPsMA Western Convention**  
**Ridgecrest Conference Center | Black Mountain, North Carolina**  
**May 24-25, 2023 (Exhibitors May 24, 2023)**

**EXHIBITOR REGISTRATION FORM**

**IMPORTANT INFORMATION**  
**PLEASE READ CAREFULLY, FILL OUT AND RETURN PAGES 2 & 3**

- **One (1) Exhibitor Registration is INCLUDED with each Display Space Purchase.**
- **Each additional representative** attending must pay a registration fee.
- **Exhibitors are not allowed on the Convention “Floor” unless they are registered.**
- PAYMENT OPTIONS
  - Check
    - Completed Registration Forms must be mailed along with the check to be applied correctly and for the postmark date to qualify for the “Display Space Selection.”
  - Credit/Debit
    - If paying with credit/debit card, there will be an additional fee to cover our bank charges for processing credit/debit cards.
    - If you choose to pay by credit/debit card the “postmark date” will be applied using the bank posting date and time.
    - To pay using credit/debit card, visit our website at [www.ncpsma.org](http://www.ncpsma.org) and click on the Convention Information Tab, next choose Western Convention Tab, and then click Exhibitor’s Registration Tab.
- There will be **no refunds after May 1, 2023.**
- **TYPE OR NEATLY PRINT – BE SURE TO PROOFREAD THE INFO YOU SUBMIT.** Company Information to be printed in the Program, as well Exhibitor/Vendor name tags will be created from the exact company information/name you submit.
  - List the address, phone number, e-mail and/or website you wish to have published in the Program along with a **BRIEF** Description (no more than 300 characters) of your services or products provided.
- Names of companies who do not wish to have a Display Space but sponsor an event (\$500 minimum) will also be published in the Program.

## INFORMATION YOU WISH TO BE PUBLISHED IN THE CONVENTION PROGRAM

<b>COMPANY NAME</b>					
<b>ADDRESS</b>					
	<b>CITY</b>		<b>STATE</b>		<b>ZIP</b>
<b>TELEPHONE NUMBER</b>					
<b>CONTACT E-MAIL (OPTIONAL)</b>					
<b>WEBSITE (OPTIONAL)</b>					
<b>BRIEF DESCRIPTION OF THE PRIMARY PRODUCT OR SERVICE YOUR COMPANY PROVIDES (limit to 300 characters, including spaces)</b>					

Contact information in case of questions or emergency situations (such as postmark date due to severe weather). You may list "SAME" on telephone number or e-mail if applicable.

<b>CONTACT NAME</b>	
<b>CONTACT TELEPHONE NUMBER</b>	
<b>CONTACT E-MAIL</b>	

### ATTENDEE INFORMATION

List names of all those attending. *REMINDER, one (1) exhibitor representative is included in your Display Space purchase/registration; there is an additional registration fee for each additional exhibitor representative.*

### EXHIBITOR REPRESENTATIVE NAME INCLUDED WITH DISPLAY SPACE

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### NAME OF EACH ADDITIONAL PAID REPRESENTATIVE

1)	2)	3)
4)	5)	6)
7)	8)	9)

CATEGORY	DESCRIPTION	QUANTITY	CASH/CHECK COST	CREDIT/DEBIT COST	TOTAL
<b>Each Additional Exhibitor Registration Fee</b>	Before May 1, 2023		\$100	\$104	
	After May 1, 2023		\$110	\$114	
<b>Display Space</b> <i>Some companies such as lawn equipment sales wish to have an Outside space. Vendor rules (including Display size) are the same for inside and outside spaces.</i>	NCPSMA Member Display Space (including 1 representative)		\$500	\$518	
	NCPSMA Non-Member Display Space <i>If not a current member, you can join now to receive member pricing.</i>		\$600	\$622	
	Number of Spaces Requested – Place a check mark beside corresponding choice.		<b>INSIDE SPACE</b>		
			<b>OUTSIDE SPACE</b>		
<b>Membership</b>	Membership Fee		\$20.00	\$21.00	
<b>Sponsorships</b>	Wednesday, May 24 Exhibitor and Member Buffet Luncheon	Approximately \$4,500 Minimum of \$500 required to co-sponsor			
	Thursday, May 25 Member Buffet Luncheon	Approximately \$2,000 Minimum of \$500 required to co-sponsor			
	Wednesday, May 25 Cornhole Tournament	Approximately \$700 Minimum of \$125 required to co-sponsor			
				<b>GRAND TOTAL</b>	

### PAYMENT INFORMATION

- Please make checks payable to *NCPSMA* and mail to: NCPSMA, 224 Mulberry Street, Clyde, NC 28721
- To pay by credit/debit card visit our website at [www.ncpsma.org](http://www.ncpsma.org)

Direct all questions to Kristie Payne at [office@ncpsma.org](mailto:office@ncpsma.org) or call (828) 565-0115.