



The Neighborhood Resource Center is a non-profit organization that enhances leadership in all neighborhoods in order to promote a vibrant, healthy community through education and networking opportunities.

Dear Community Supporter,

On September 6, 2008, the Neighborhood resource Center will host the 19th Annual neighborhood Conference at the NEISD Community Education Center located at 8750 Tesoro Dr. During this conference over 200 neighborhood leaders, local government officials, and other eager community leaders and neighbors will attend educational workshops and have the opportunity to visit your exhibition table.

Exhibit space are available for \$100 for businesses and \$50 for non-profit organizations. As an exhibitor at the Annual Neighborhood Conference, your organization will have access to a wide array of influential San Antonio individuals and will be able to generate partnerships that will last for years to come.

On the following pages you will find an Exhibitor Packet which includes a request form, fact sheet and conference map.

Please submit your forms and payment to the

Neighborhood Resource Center
PO Box 120246
San Antonio, TX 78212-9446

Or you may send your forms by email to:

nrcsa@swbell.net

If you have any questions please don't hesitate to call us at (210) 735-0586 or send us an email to nrcsa@swbell.net. Thank you for your support of the Neighborhood Resource Center and the Annual Neighborhood Conference.

Sincerely,

Susan Schopp
Chair
Neighborhood Resource Center

P. O. Box 120246
San Antonio, TX 78212-9446
Phone: 735-0586 Fax: 735-3204
E-mail: nrcsa@swbell.net * Web site: www.nrc-sa.org



The Neighborhood Resource Center is a non-profit organization that enhances leadership in all neighborhoods in order to promote a vibrant, healthy community through education and networking opportunities.

Date: Saturday, September 6, 2008

Set-up Time: Saturday, September 6th from 7:00 a.m. - 8:00 a.m. Check-in at the Registration Area located in center of hallway.

Breakdown Time: After 1:30 p.m. (preferred) and before 4:00 p.m.

Unloading & Loading Entrance: (See enclosed map)

What is included in the exhibitors' fee?

The vendor's fee includes 6-foot table (skirting not included), two chairs per your request form, and one listing in the conference program. Additional advertisement can be placed in conference program for an additional fee. **Lunch will also be reserved for all individuals indicated on Exhibitor Table Request form.**

How will exhibitor tables be assigned?

Table locations are assigned on a first come, first served basis. To ensure you receive your preferred table location, please submit your request and payment **no later than August 5, 2008** to the Neighborhood Resource Center, P.O. Box 120246, San Antonio, Texas 78212-9446. Your request and table assignment will not be processed until full payment has been received.

Will supplies or electrical outlets be available?

No supplies, copy machines, dollies, are available at the conference. Electrical outlets are limited and will be assigned based on those who request outlets and register first. A "trouble-shooter" volunteer will be available to assist with questions or problems that may occur.

What can we provide at our vendor tables to the conference participants?

Information handouts, and giveaways are encouraged at exhibitor table.

Are there any incentives for conference participants to visit the exhibit area?

Each conference participant will be provided with an exhibit punch card. Conference participants will be asked to fill out the punch card with a signature from each vendor table. Only completed punch cards are eligible for door prizes. Donations for door prizes are greatly appreciated.

When are the anticipated best times for exhibit area traffic?

All tables will be in the main hallway. Several breaks are scheduled between events to facilitate traffic. Best times will be during registration and between workshop events.

Who is the target audience for the conference?

The target audience for this conference will be community minded neighborhood leaders and that are currently active or are becoming active in neighborhood issues.

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The Neighborhood Resource Center is a non-profit organization that enhances leadership in all neighborhoods in order to promote a vibrant, healthy community through education and networking opportunities.

Company Name: _____

Contact: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone #: (____) _____ - _____ ext. _____ Fax #: (____) _____

E-mail: _____ Website: _____

Brief description for program: _____

All information above will be printed in the conference program. The Neighborhood Resource Center reserves the right to edit submitted information for space consideration. Please indicate any restricted information that should NOT be included in the conference program.

PLEASE CHECK THE APPROPRIATE BOX(ES) BELOW AND TOTAL YOUR AMOUNT.

<p>Table Location Preference:</p> <p>1st Choice _____</p> <p>2nd Choice _____</p> <p>3rd Choice _____</p> <p>_____ # of representatives at table</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <p><i>Vendor table numbers are listed on Table Location Map!</i></p> </div>	<p>Table Rates:</p> <p>\$100 Business Rate(8X8 space w/ 6 foot table and 2 chairs)</p> <p>\$50 Nonprofit Rate(8X8 space w/ 6 foot table and 2 chairs)</p> <p>*Enclose copy of nonprofit (501) status</p>
<p>Conference Program Ad:</p> <p>All advertisement submissions must be business card size, camera-ready and will be reproduced in black and white only. Placement of the advertisement will be the sole responsibility of the NRC.</p>	<p>Ad Rates:</p> <p><input type="checkbox"/> \$100 Program Ad(1 Business card sized ad)</p> <p><input type="checkbox"/> \$50 Discount Rate with vendor table purchase</p>
<p>Total:</p>	<p>\$ _____</p>

Please submit your completed Exhibitor Request Form with payment to **Neighborhood Resource Center, P.O. Box 120246, San Antonio, Texas 78212-9446 no later than July 15, 2008.** PLEASE NOTE: Your request and table assignment will not be processed until full payment has been received.

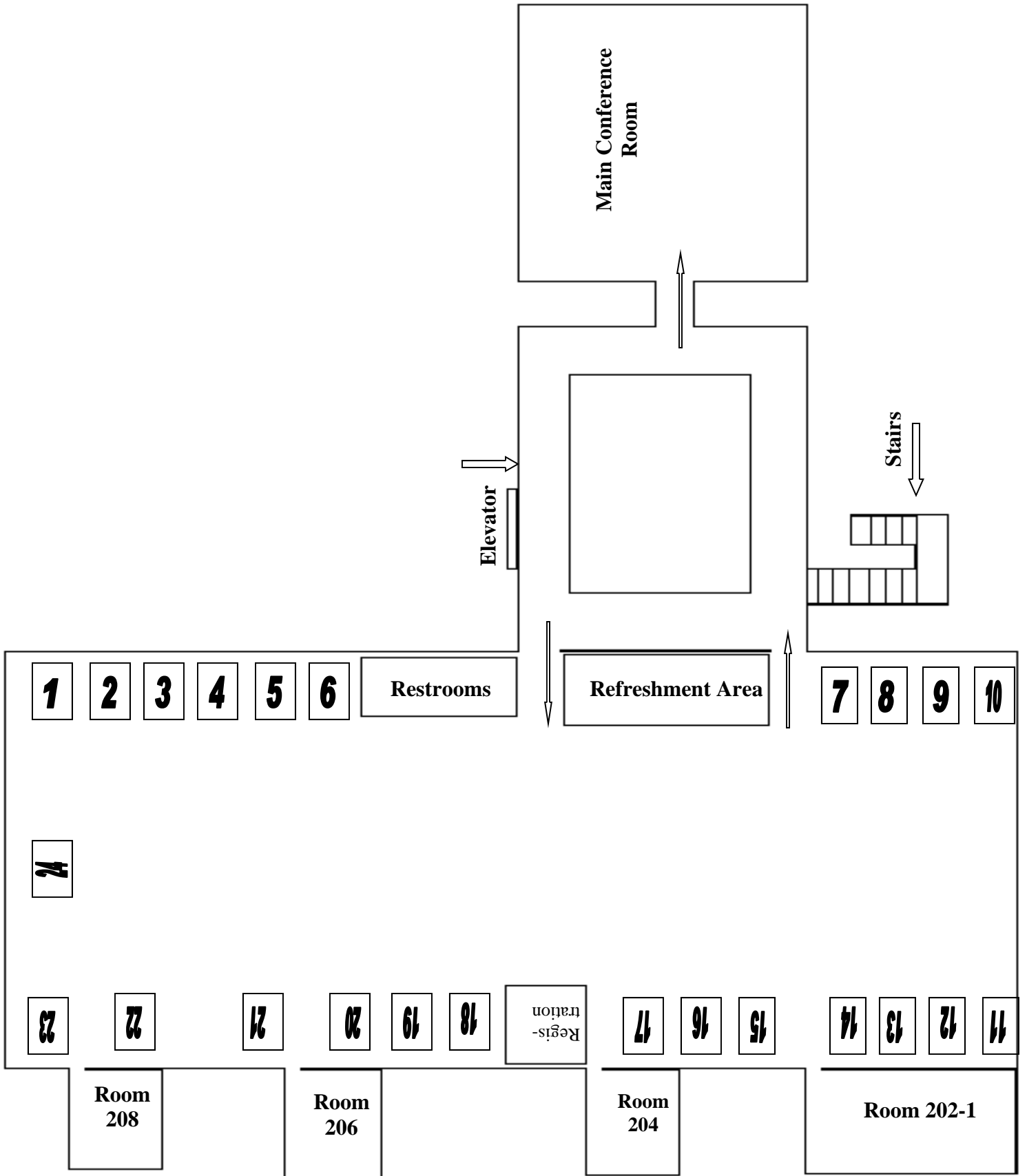
Exhibitor Signature: _____ Date: _____

YES, I want to make a donation for a door prize or the conference goody bag. Please call!

YES I am interested in making a donation to the NRC and/or becoming a Community Partner. Please call!

YES, I am interested in volunteering or have employees that can volunteer. Please call!!

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Main Conference Room

Elevator

Stairs

Restrooms

Refreshment Area

1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

Registration

19

20

21

22

23

Room 208

Room 206

Room 204

Room 202-1