

DEDICATED TO HELPING BUSINESS ACHIEVE ITS HIGHEST GOALS.



2010 BUSINESS AVIATION REGIONAL FORUMS

Exhibitor Prospectus

Static Display, Exhibits, Seminars: One Day Only, In Your Backyard

January 14, Houston, TX | March 11, Van Nuys, CA | June 10, Teterboro, NJ | August 18, Chicago, IL

2010 REGIONAL FORUMS

January 14
Houston, TX
Hobby Field Airport
Enterprise Jet Center

March 11
Van Nuys, CA
Van Nuys Airport
TWC Aviation

June 10
Teterboro, NJ
Teterboro Airport
Jet Aviation

August 18
Chicago, IL
Waukegan Airport
DB Aviation

To register, for more information
or to view the schedule, visit
www.nbaa.org/forums.

NBAA Business Aviation Regional Forums bring current and prospective business aircraft owners, operators, manufacturers, customers and other industry personnel together for a one-day event at the best airports and FBOs in the nation.

These day-long learning and networking experiences are designed to provide local business leaders and prospective aircraft operators with an introduction to business aviation and how it can help their companies grow, and to meet the needs of the regional business aviation community by providing education sessions, static aircraft and exhibits all in one location.

Because the Regional Forums are hosted in locations across the country annually, Exhibitors and Attendees can meet with sales prospects and colleagues to share ideas relative to business aviation in their particular geographic regions.

Let NBAA help you meet your business objectives on a regional basis. Plan now to attend the 2010 NBAA Business Aviation Regional Forums.

RESERVE YOUR FORUMS EXHIBIT SPACE ONLINE

Use NBAA's online Space Reservation System to reserve your company's booth at the 2010 Regional Forums. Simply log on to www.nbaa.org/forum, then enter your company information and view a live layout of the exhibit space, provide your booth preference (indoor only) and secure your space instantly with your credit card payment. You will receive an e-mail confirmation with a link to the *Exhibitor Service Kit*. If payment is made by check, simply complete the Application for Exhibit Space and return the completed application to NBAA with your payment in full. You will be assigned a space by NBAA upon receipt of your application and payment.

Note: All Exhibitors must be NBAA Members. Companies who are not NBAA Members, please add \$415 to the pricing above to be applied toward NBAA Membership dues. Please note that NBAA offers a wide variety of Membership opportunities and your company's actual dues may be higher.



APPLICATION FOR EXHIBIT AND STATIC SPACE AT 2010 REGIONAL FORUMS

Company Name: _____ NBAA Member Number: _____ Contact Name: _____

Contact Title: _____ E-mail Address: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Name and Cell Number for On-Site Exhibit Manager: _____

Please reserve space at the following Business Aviation Regional Forums:

New for 2010! Sign up and pay in full by the deadline for all four 2010 Regional Forums and receive a \$50 discount per Forum (indoor space only).

10 ft by 10 ft	Static Display	10 ft by 10 ft	Static Display	10 ft by 10 ft	Static Display	10 ft by 10 ft	Static Display
Jan. 14/Houston, TX	<input type="checkbox"/>	Mar. 11/Van Nuys, CA	<input type="checkbox"/>	June 10/Teterboro, NJ	<input type="checkbox"/>	Aug. 18/Chicago, IL	<input type="checkbox"/>

NBAA will attempt to honor exhibit placement requests. Please list any special requests: _____

Static Exhibitors, please list aircraft types to be displayed: _____

PAYMENT INFORMATION

ALL EXHIBIT SPACE MUST BE PAID IN FULL WITH EXHIBIT APPLICATION. There will be no refunds for cancellations or reductions in size at any time.

Exhibitor Booth Fee: _____ 10ft by 10ft at \$1,850 each per Forum \$ _____

Static Display Space: _____ ft by _____ ft, which is
_____ 10ft by 10ft spaces at \$75 each per Forum (minimum of 16 spaces) \$ _____

If you are not an NBAA Member, please add \$415 for NBAA annual dues. \$ _____

Discount (we are registering for all four 2010 Forums; Discount = \$50 per Forum) \$ _____

Total : \$ _____

PAYMENT METHOD

Company checks and bank wire transfers are the preferred methods of payment for NBAA Regional Forums. Credit card payments are an accepted form of payment. Credit card payments received in excess of \$20,000, however, will be subject to a 3 percent processing fee.

Enclosed is a check in the amount of: \$ _____ Check Number: _____ MAKE CHECKS PAYABLE TO: **NATIONAL BUSINESS AVIATION ASSOCIATION, INC.**

Charge my credit card in the amount of: \$ _____ Cardholder's Name: _____

Card Type: American Express MasterCard Visa Discover

CREDIT CARD NUMBER

EXPIRATION DATE

SIGNATURE (FOR CREDIT CARD)

TERMS

In signing this application/contract, Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify defend and hold harmless the National Business Aviation Association and its respective officers, employees, Members and agents from and against all claims, losses, injuries and damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises, or any part thereof, or arising out of or caused by Exhibitor's participation in exhibition activities. Signature below indicates acceptance of the above terms.

Signature: _____ Date: _____

For questions or additional information, contact NBAA's Joe Hart at jhart@nbaa.org.

Return completed application via fax to (202) 737-4486 or mail/overnight to: NBAA Regional Forums, 1200 18th Street NW, Suite 400, Washington, DC, 20036

INDOOR EXHIBITORS

Indoor exhibit booths are 10 ft by 10 ft. Booths may not exceed 8 ft in height. The 2010 Booth Package includes:

- 8-ft high blue and grey back drape
- 3-ft high blue side rail
- One 7 in by 44 in booth identification sign
- One waste basket
- One 6-ft or 8-ft draped table with a blue skirt (Exhibitor will receive a 6-ft table unless noted otherwise on request form included in the *Exhibitor Service Kit*.)
- Grey booth carpet

STATIC EXHIBITORS

The fee for your static space is calculated based on 10 ft by 10 ft space increments. For example, an aircraft with a wing span of 54 ft and length of 57 ft requires a 60 ft by 60 ft space, or 36 10 ft by 10 ft spaces. All aircraft on the Static Display are required to arrive by noon on the day preceding the Forum. Aircraft will begin to depart at 4:00 pm the day of the Forum.

Ground power units and air-conditioning units can be obtained from AEM International (www.aeminternational.com), which will bill you directly for these services. Order forms for these services will be included in the *Exhibitor Service Kit*.

Tents are not permitted on the Static Display at Regional Forums. Exhibitors may, however, use patio/market umbrellas next to their aircraft.

EXHIBITOR BADGES

Each indoor Exhibiting Company receives five badges per 10 ft by 10 ft booth space purchased. Each Static Exhibitor receives one badge per 10 ft by 10 ft space purchased, up to a maximum of 40. You may use your allotment for company personnel.

Forum Exhibitors will also receive unlimited complimentary Attendee badges to be used for your company's guests. The booth confirmation letter will include a link to register your company's Attendees online. Badges will be mailed two weeks prior to each Forum. Any badge can be corrected or replaced on site beginning at 2:00 pm on the day prior to the event. Forum Attendees who are not Exhibitor personnel will register online under a different set of criteria; detailed information will be available on our web site.

EXHIBITOR SERVICE KIT

Order information for Exhibitor services will be available at the time space assignments are made. You may also order your services online directly from Freeman at www.myfreemanonline.com.

HOTELS

Group-rate options and information will be posted on the Forums web site months prior to each event date. Please continue to watch www.nbaa.org/forums for details.

RENTAL CARS

Save an additional 10 percent through Enterprise Rent A Car. To take advantage of this great offer, book through www.enterprise.com and use the special NBAA discount number NA16100.

SPONSORSHIP INFORMATION

Sponsorships will be offered both on either a year-long basis or a show-by-show basis. A listing of sponsorships appears below, though NBAA is happy to consider other possible sponsorship ideas as well. Please see the Forums web site for more information or contact NBAA's Marti Smith at (202) 783-9365 or msmith@nbaa.org.

- Lunch • Breakfast • Lanyards • Show Program
- Cocktail Reception • Valet Parking

MAILING LIST

Please help us provide you with NBAA Regional Forums information. If you are receiving multiple copies of our marketing materials, if we do not have the correct address on file for you or if you no longer wish to receive Regional Forums materials, please send us the address panel with corrections noted via mail or by fax to (202) 862-5552, and we will update our records. We don't want you to miss out on valuable Regional Forums information.



National Business Aviation Association
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