



56th Northwest Mathematics Conference

Red Lion Hotel on the River

Portland, Oregon

October 12-14 2017

www.northwestmathconf.org/NWMC2017

Exhibitor FAQ

1. Who attends this conference?

Anyone involved in math education. Attendees include teachers from Pre-K through college, pre-service teachers, administrators, and math coaches. Most come from Oregon and Washington but there are educators who travel to our conference from all over the nation and the globe.

2. How many attendees can we expect?

Each year is different and fluctuates with school budgets and ability to get release time. We expect around 1000 attendees in 2017.

3. What is included with each booth registration fee?

Each booth paid for provides the basic 10' by 10' space, with an 8' high draped back wall, 3' high draped side dividers, 8' draped display table, two chairs, a wastebasket, and a 7" x 44" identification sign. Basic level of Wi-Fi and one Friday box lunch.

4. Beyond the registration fee what other charges might I have?

The planning committee has negotiated a discounted rate for power and wifi to your booth. Normally this costs around \$80 if contracted individually. You get our discounted rate by arranging it through the conference, thereby saving inhouse AV service from individual invoicing. This discounted rate gets you single phase 5 amp power for \$40 and 3Mbps wifi for \$15. If you need a higher level of service, you can contact PSAV, the Red Lion in-house tech service provider. Extra furniture, signs, or lighting can be ordered online through our decorator Triumph Expo & Events Inc. as the conference date gets closer. (www.triumphexpo.com) They will send an order form out approximately 6 weeks prior to the conference. Meals, with the exception of one Friday box lunch, will have to be arranged on your own.

5. How is the program arranged to get people into the exhibit hall?

Before our Thursday keynote speaker, we have a Thursday Afternoon Opener where we have appetizers tables in the exhibit hall placed near sponsorship booths. Nothing else is going on at this time and it gets our attendees acquainted with all that the exhibit hall offers so they keep coming back during breaks. We give breaks in between sessions and workshops which allows attendees to come back through the exhibit hall before proceeding to their next session. Lunch is served next to the exhibit hall. We have various advertised activities happening each day in the exhibit hall including robotics team presentations and raffles.

6. How are booths assigned and is there a way to choose my booth?

Booths are assigned on a first come, first served basis with people registering early getting front locations. There are various sponsorship levels available that can be selected on the registration form. All sponsors receive an appetizer table placed near their booth during the Thursday afternoon opener. Platinum and Gold level sponsors can work with the Exhibit Committee to select their booth location before all other booths are assigned. Booth assignments will be sent out approximately six weeks prior to the conference.

7. What can I do as an exhibitor to get more people to my booth?

Advertise! If you sign up to sponsor the conference you can receive an advertisement in our conference program and app. Depending on your level of sponsorship we have quarter-, half-, or full-page advertisement spaces available. You can also purchase half page ads (\$350) or full page ads (\$1000) to appear in the conference program.

Raffles: We collect business cards when exhibitors check in for a Thursday evening raffle at the keynote speaker session. Winners then need to come by the booth to collect their prize. Some exhibitors hold their own raffles at their booths where attendees write down their information and then we can post the winners at the front of the exhibit hall Saturday morning or exhibitors can email the winners depending on what the prize is. Finally, some exhibitors donate items for the final keynote session. Exhibitors are welcome to advertise their raffles at the front of the exhibit hall -- just coordinate with the exhibit chair. Raffles are a great way to get more traffic to your booth and we are happy to accommodate you in whatever way we can.

8. How do I sign up to be an exhibitor?

Registration forms are located in the exhibitor's section of our website:
<http://www.northwestmathconf.org/NWMC2017/exhibitors.php>

**We look forward to seeing you at the Northwest Math Conference in Portland!
If you have any further questions, please do not hesitate to contact the Exhibits chair:**

Tia Knuth

email: nwmc.exhibits@gmail.com

phone: 503-750-7753