

Please complete and return to NIA.

DESSERT HOSPITALITY SUITE SPONSOR FORM

Increase your chance to entertain your clientele and potential new customers by sponsoring a hospitality suite and by allowing NIA to promote your hospitality suite through the NIA website and official convention program.

Reserving Your Hospitality Suite

To reserve your hospitality suite and decadent dessert, you must first contact the hotel directly, starting on Thursday, November 30, 2006. Suites for Wednesday, March 28, 2007, will be reserved on a FIRST-COME, FIRST-REQUESTED BASIS. To secure a hospitality suite you MUST contact Becky Field at the Sheraton Wild Horse Pass Resort in Phoenix, Arizona. Ms. Field may be reached by e-mail at becky.field@sheraton.com or phone at 520.796.8214. Ms. Field will be available to assist you in reserving your room, as well as making suggestions for dessert themes and beverages. (A listing of an array of dessert options is enclosed.) The host of the suite is responsible for the costs of the desserts and beverages served.

Hospitality Suite Registration Fees

All manufacturers who reserve a dessert suite will be assessed a registration fee of \$275 by NIA. This covers the cost of an individual company sign, promotion in the convention brochure, listing in the online convention information page and a listing in *NIA News*.

Description of Hospitality Suite

There will be eight individual suites available on a first-come, first-requested basis. All suites are located in separate rooms and are located in the Akimel Foyer area of the hotel.

Listing and Artwork Deadline

Please send your logo slick (black-and-white version only) within 2 weeks of reserving your suite. The artwork will appear in the convention colors used in our program. Sorry, four-color versions will not be accepted.

Promotional Information

Samples, printed literature, displays (table-top or freestanding), give-away items, and other types of promotional material **may not** be included in your company's dessert hospitality suite. Please review the attached policy written by the associate committee for convention attendees. Participants who violate this request will be asked to remove the items from their station immediately.

Hospitality Suite Sponsor Form

Yes, I will sponsor a Hospitality Suite on Wednesday, March 28, at 7:30 p.m. at the Sheraton Wild Horse Pass Resort and I understand that the sponsor fee of \$275 is nonrefundable. ***I understand that I must first contact the hotel directly to reserve my suite and dessert selection. This form does not guarantee room selection.***

Name _____
Company _____
Address _____
Phone _____
Fax _____
E-mail _____
Hospitality Suite Reserved _____

Enclosed is my check for \$275.
 My check will be sent under separate cover.
I will pay by:
 Visa MasterCard American Express
Credit Card Number _____
Expiration Date _____
Signature _____

Either fax to 703-549-4838 or mail to NIA:

NIA
99 Canal Center Plaza, Suite 222
Alexandria, VA 22314

NIA
National Insulation
Association
www.insulation.org