



August 22, 2011

***E-Merging Collaboration, Compliance & Clouds:
Professional Development for Emerging Initiatives***

Vendors,

Make plans to join us at the **NC3ADL 2011 Fall Conference: *E-Merging Collaboration, Compliance & Clouds: Professional Development for Emerging Initiatives*, November 6-8, 2011, Raleigh Convention Center and Raleigh Marriott City Center, in beautiful downtown Raleigh, NC.**

This conference brings together the leading distance learning decision makers and innovators in North Carolina. The ***E-Merging 3C's*** conference opens Sunday, November 6 at 1:00 p.m. for registration with hands-on workshops and sessions from 2:00-5:30 p.m. Sunday sessions will be held in the Raleigh Marriott City Center. On Monday, November 7, and Tuesday, November 8, conference participants will have numerous opportunities to network, present, and attend interactive sessions.

Attendees will include distance learning faculty, administrators, and staff from the 58 community colleges in the North Carolina Community College System, as well as distance learning faculty and staff from numerous North Carolina colleges and universities. This conference is an excellent opportunity for vendors to present products/services to distance learning leaders who seek the latest instructional technology for teaching and learning.

Sponsorship Opportunities*	Amount	Includes:	Additional Participants	Additional Tables
Vendor Registration	\$400	1 registration, 1 table, wireless access and 1 power plug	\$150 each	\$100 each
Megabyte Sponsor	\$1000- \$1499	2 registrations, 1 table, wireless access, 1 power plug, sign/poster advertising sponsorship	\$150 each	\$100 each
Gigabyte Sponsor	\$1500- \$2499	2 registrations, 1 table, wireless access, 1 power plug, sign/poster advertising sponsorship	\$150 each	\$100 each
Terabyte Sponsor	\$2500+	3 registrations, 2 tables, sign/poster advertising sponsorship, logo in program, link on NC3ADL Conference website	\$150 each	\$100 each

*Other sponsorship opportunities include donating door prizes, sponsoring social events, breakfast and lunch each day, Wi-Fi and AV needs and items for conference bags. See attached Sponsorship Opportunity sheet.

NOTE: Included in the vendor fee: skirted table(s), chair(s), wireless access, one power outlet, acknowledgement on the NC3ADL website and in the conference program (if registered before October 6, 2011). For shipping, technical, and additional data/internet services, contact Kathy Davis, (919) 807-7109.

As a vendor, you are invited to apply for a vendor session to introduce/demonstrate your product or services. We require that vendors collaborate with an instructor or administrator for their sessions. We have found that the sessions tend to have better attendance when facilitated by a faculty member or administrator who is actually using the product in an educational setting. **(Please visit the website www.nc3adl.org and complete the RFP for presentations).**

All meals will be held in the vendor area to provide vendors with the maximum opportunity to interact with the conference participants. We have drawings for door prizes during breaks and meals. Vendors are encouraged to donate items for door prizes and/or provide items to be included in conference packets.

To reserve your space, and sponsorship selection complete and mail the attached **Vendor Registration Form** with your check payable to: **NC3ADL, Attn: Kathy Davis, NC3ADL Vendor Coordinator, NCCCS, 5006 Mail Service Center, Raleigh, NC 27699-5006**. All registration forms and payments must be received by **October 6, 2011, to receive advertising in the program**.

Vendor space assignments and set-up will begin at **9:00 p.m. on Sunday, November 6, 2011**. You should be set-up and ready to begin meeting conference attendees by 8:30 a.m., Monday, November 7, 2011. The convention center will be locked and secured each evening. However, **NC3ADL will not be responsible for any losses and/or damages that may occur**. Vendors are encouraged to begin breaking down displays **after** 1:00 p.m. on Tuesday, November 8, 2010.

Hotel reservations: Raleigh Marriott City Center, 500 Fayetteville Street, Raleigh, NC 27601 website: www.marriott.com/hotels/travel/rdumc-raleigh-marriott-city-center. Hotel room rates are **\$129 (plus taxes) per night and must be booked by Thursday, October 6, to receive the NC3ADL conference rate**.

If you have any questions or need more information, contact Kathy Davis at (919) 807-7109 or via email: davisk@nccommunitycolleges.edu. For more information about the NC3ADL or the conference, please visit our website at www.nc3adl.org.

We are excited about our 7th annual NC3ADL conference! We are confident that this conference will provide an excellent opportunity for you to meet and network with key distance learning users and decision makers in North Carolina. We look forward to working with you this year.

We'll see you at the NC3ADL 2011 Fall Conference: ***E-Merging Collaboration, Compliance & Clouds: Professional Development for Emerging Initiatives.***

Best wishes,

Kathy Davis
NC3ADL Vendor Coordinator

Attachment



Fall 2011 NC3ADL Vendor Sponsorships

**E-Merging Collaboration, Compliance & Clouds:
Professional Development for Emerging Initiatives**

Sponsorship Event/Item	Sponsor/ Co-sponsor	Cost	Total Cost
11/06 Social	1.	\$1800-2500	\$1800-2500
11/07 Breakfast	1.	\$1200	\$2400
	2.	\$1200	
11/07 Lunch	1.	\$2500	\$5,000
	2.	\$2500	
11/07 Social	1.	\$1800-2500	\$1800-2400
11/08 Breakfast	1.	\$1200	\$2400
	2.	\$1200	
11/08 Lunch	1.	\$2500	\$5000
	2.	\$2500	
Stage, AV Screens	1.	\$1500	
Convention Center Wi-Fi for 300 Concurrent Users	1.	\$1500	
Presenter Rooms	Sponsor a session room	\$500/day	
ITEMS FOR BAGS:			
USBs		\$2500	
Bags		\$750	
Portfolios and Pens		\$1000	
Clips (only if sponsored)		\$1000	
Lanyards	Completed	\$500	
Other:			

Contact Kathy Davis at davisk@nccommunitycolleges.edu or by calling 919-807-7109 to lock in your sponsorship opportunity.



E-Merging Collaboration, Compliance & Clouds:

Professional Development for Emerging Initiatives

Raleigh Convention Center
 Raleigh Marriott City Center
 Sunday, Nov. 6 - Tuesday, Nov. 8, 2011

Vendor Registration

(Hotel registrations are due by Thursday, October 6, 2011.)

Name: _____

_____ Last _____ First _____ MI

Position/Professional Title: _____

Company/ Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Office Phone: () _____ Office Fax: () _____

Email: _____

Company Web Address: _____

Vendor Registration	\$400	Total: \$
Included in the Vendor Registration Fee:		
One Skirted Table, Wireless Access and One Power Outlet		
Megabyte Sponsor	\$1000-\$1499	Total: \$
Gigabyte Sponsor	\$1500-\$2499	Total: \$
Terabyte Sponsor	\$2500 +	Total: \$
Additional Tables	Quantity:	\$ 100/Table \$
Additional Participant(s) Name(s):	Quantity:	\$ 150/Person\$
Additional Information		
For Shipping, Technical, and Data/Internet Services: Contact Kathy Davis at 919-807-7109 or davisk@nccommunitycolleges.edu		
We do not accept credit card payments.		
Payments are non-refundable after Friday, Sept. 30, 2011		
Total Amount Due: \$		

VENDOR OPPORTUNITIES	
	Donate Items for Drawings
	Sponsor of Conference Events (Please contact Vendor Coordinator for sponsorship opportunities. This includes: breakfasts, luncheons, and evening socials.)
	Apply for a presentation session. Go to www.nc3adl.org and Complete the Request for Proposal (RFP).

Make checks payable to NC3ADL and mail registration form with payment to:

**NC Community College System Office
 ATTN: Kathy Davis, NC3ADL Vendor Coordinator
 5006 Mail Service Center
 Raleigh, NC 27699-5006**

**For overnight deliveries:
 200 West Jones Street
 Raleigh, NC 27603-1379
davisk@nccommunitycolleges.edu
 (919) 807-7109
 Fax (919) 807-7164**

For Official Use Only: (Revised 8/12/11)

	Payment Received
	Check Number