



*National Association of State Technology Directors  
Technology Professionals Serving State Government*



# **Making Waves in IT**

**NASTD Annual Conference**

**August, 18 - 21**

**Minneapolis, Minnesota**

**Technology Showcase**  
August 19

**Exhibitor Prospectus**



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## Making Waves in IT

**W**hether you would like to strengthen an existing relationship with a state government customer or explore the possibilities of a new partnership, the NASTD Technology Showcase offers the ideal setting to accomplish your goals. As a professional organization, NASTD provides a forum for sharing ideas and information on providing and managing the network for state government. The NASTD Technology Showcase offers the perfect vehicle for the one-on-one networking so important to attaining that bottom-line success.

### Exhibit space will open on June 4, 2024

The opportunity to exhibit at the annual conference is an exclusive benefit reserved for NASTD corporate affiliate members.

Annual membership dues must be current and paid in full through the entirety of the event to participate.

#### TABLETOP EXHIBIT SPACE FEES

\$3,200 per tabletop (limit 2)

#### ASSIGNMENT OF EXHIBIT SPACE

Booth assignments will be made on a first-come, first-served basis. **ONLY COMPLETED CONTRACTS ACCOMPANIED BY FULL PAYMENT WILL BE CONSIDERED.** The floor plan and corresponding list of exhibitors will be continuously updated on the NASTD website.

NASTD Show Management reserves the right to make the final space assignment or change the space assignment after the acceptance of the contract should it be necessary in the best interest of the Technology Showcase.

#### EXHIBIT SPACE INCLUDES

- One (1) 6' x 30" skirted table
- Two (2) chairs
- Two (2) Exhibit Hall Only Passes - These passes are reserved for company representatives who will set-up and/or staff the exhibit table. Exhibit Hall Only passes will allow entrance into the exhibit hall only. **Passes do not allow for attendance at conference sessions, meals, breaks or evening events.** All exhibit personnel must register in advance. There will be no onsite registration available.

#### NOT INCLUDED WITH EXHIBIT SPACE

- Storage, placement, shipment, or return shipment of exhibit materials.
- All services and items for the exhibit space, including but not limited to, required carpet/flooring, electric, Internet, furnishings, lead retrieval, etc.
- Complimentary wireless access is not available in the exhibit hall—all Internet needs must be ordered.
- Full-conference registrations for access to conference sessions, meals, evening events or breaks.

## DISPLAY RULES AND REGULATIONS

- Only two (2) company representatives may staff the exhibit space. All exhibit personnel must register in advance. There will be no onsite registration available.
- Exhibitors are limited to tabletop pop-ups or tabletop exhibits ONLY.
- No floor standing racks, exhibits or displays are allowed.
- A maximum of one retractable banner (up to 3' wide) may be placed directly on or behind the exhibit table.
- Products may be displayed as long as they fit on the tabletop.

## EXHIBITOR HALL ONLY BADGES

Each exhibitor is permitted two (2) Exhibit Hall Only passes per tabletop. These passes are reserved for company representatives who will set-up and/or staff the exhibit table. Exhibit Hall Only passes will allow entrance into the exhibit hall. Passes do not allow for attendance at conference sessions, meals, breaks or evening events.

NASTD Exhibitor Hall Only Badges will be printed only for those listed on the Exhibitor Badge Request Form. Those badges will be available at the NASTD conference registration desk for pre-registered exhibit personnel only. **All exhibit personnel must register in advance. There will be no onsite registration available.**

NASTD exhibitor badges must be worn for admission into the exhibit hall.

## CONFERENCE ATTENDANCE & REGISTRATION INFORMATION

NASTD exhibitors interested in attending conference sessions may do so by specifically registering for the conference. The 2024 conference registration fee for NASTD Corporate members is \$1,495 per person. You must register in advance. There will be no onsite registration available. Name changes and substitutions are not allowed onsite.

## CANCELLATIONS

- In the event of cancellation by the Exhibitor any exhibit space payment that has already been received by NASTD will not be refunded.
- No cancellation shall be acknowledged unless received by NASTD in writing. The date upon which the notice of cancellation is received shall apply as the official date of cancellation.
- **Upon notification of cancellation, NASTD has the right to resell the space vacated.**

## USE OF EXHIBIT SPACE

Exhibitors shall reflect their company's highest standard of professionalism while maintaining the exhibit during Show hours. The exhibit must be maintained by at least one company representative at all times during the Show's operation. No exhibitor shall assign, sublet or share the whole or any part of his/her space.