



2019 New Mexico Aviation Conference

May 8 - 10, 2019
Ruidoso Convention Center, NM



EXHIBITOR/SPONSOR REGISTRATION

The New Mexico State Aviation Division, New Mexico Municipal League and New Mexico Airport Managers Association invite you to become an exhibitor and/or sponsor of the Conference that will bring hundreds of aviation-oriented people together. Sponsorship benefits have been established and are reflected as follows:

- Golf Hole Sponsor Golf tournament for up to 2 players \$300
- Silver Sponsor Exhibit space & registration for one \$500
- Gold Sponsor Exhibit space & registration for two \$700
- Platinum Sponsor Exhibit space & registration for four \$1,300
- Diamond Sponsor Exhibit space & registration for five \$1,600

(check (✓) box) **I do want an exhibit space & table** **Electricity required** **I do not want an exhibit space**

All sponsors will be recognized in the program and throughout the conference. If you wish to be a sponsor, check the appropriate level above and complete the information below:

Company Name: _____

Address: _____ City/State/Zip: _____

Contact Person: _____ Title: _____

Telephone: _____ Fax: _____ E-Mail: _____

On-Site Person: _____ Title: _____ Golf

*Additional Registrants:		Sponsor	Golf
Name: _____	Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Name: _____	Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Name: _____	Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Name: _____	Title: _____	<input type="checkbox"/>	<input type="checkbox"/>

**Fill out additional names for Silver through Diamond Sponsorships. Any additional registrants not included in sponsorship package must fill out a separate attendee registration form. Let us know if you require electricity at your booth, by checking the box above. If you are registering for Golf Hole Sponsor only, list additional name from your organization that will play (total of two players max for Golf Hole sponsorship).*

Full Payment **must** accompany registration: (Note: We do not accept American Express.)

Payment enclosed \$ _____ (Checks payable to NMML) Visa MasterCard Expiration Date: _____

Card #: _____ Address: _____

Including Zip Code

Signature: _____

Mail form and payment no later than May 1, 2019 to:

Mariah Valdez, New Mexico Municipal League ♦ P. O. Box 846 Santa Fe, NM 87504
Phone: (505) 982-5573 ♦ Fax: (505) 984-1392 ♦ mvaldez@nmml.org

2019 New Mexico Aviation Conference

Review the EXHIBITS information below and keep the following logistical details in mind.

EXHIBIT LOCATION: The Exhibit Hall will be located at the Ruidoso Convention Center, 111 Sierra Blanca Drive, Ruidoso, NM, 88345. Phone: 575-258-5445.

EXHIBIT HOURS: Exhibits will be open on Wednesday, May 8th from 5:30 to 7:30 pm, Thursday, May 9th from 7:30 am to 5:00 pm, and on Friday, May 10th from 8:00 am to 12:00 pm.

EXHIBIT / SPONSORSHIP PAYMENT & REFUNDS: The full amount for exhibit space and sponsorship is due upon receipt by NMML of the signed Exhibitor/Sponsorship Agreement & Registration form and is non-refundable.

SET-UP: Exhibitors may set up their booths from 11:00 am to 5:00 pm on Wednesday, May 8th.

BREAK DOWN: We ask that you do not break down early so that attendees have ample time to visit your booth. Breakdown must be completed between 12:00 pm and 3:00 pm on Friday, May 10th.

EXHIBITOR RECEPTION: There will be a reception in the exhibit hall on Wednesday, May 8th starting at 5:30 pm. It will be open to all attendees and exhibitors and is a great way to get your company in front of all the airports in a social setting.

ELECTRICITY: Inform us if you will require electricity. Electricity will be included at no charge. Bring your own power strip and 3 prong extension cords – max 20 amps. One (1) outlet per booth.

SECURITY/LIABILITY: No security will be provided during exhibit hours. The exhibit hall will be locked at night. The exhibitor assumes complete responsibility for losses and/or damages to their displays, equipment and other property brought upon the premises of the host facility. Do not leave valuables in your booth unattended.

BOOTH LOCATIONS: Booths are assigned based on Sponsorship Level and the date the registration was received.

SHIPPING ADDRESS: If you would like to ship your booth and materials prior to the conference, ship them to the following address: Ruidoso Convention Center, 111 Sierra Blanca Drive, Ruidoso, NM 88345. **Be sure to mark the package "Aviation Conference". Important: Shipment arrival date should not be prior to May 1st.**

SPONSORS: All sponsors will be recognized throughout the conference. As a Sponsor, your company name will be printed in the final program and on a sign to be displayed during the Conference. We will also need your company logo. Let us know if you wish to use last year's logo that we have on file. If not, e-mail your updated logo to mvaldez@nmml.org by April 17, 2019.

Questions? Contact Mariah Valdez at (800) 432-2036, mvaldez@nmml.org.
