



# EXHIBIT INTERACT ENGAGE

This meeting is the premier educational event for mortgage field service professionals, drawing hundreds of delegates each year. For NAMFS industry partners and related organizations, this event is an unparalleled opportunity to make and solidify relationships through person-to-person communications and marketing. Our attendees are also very enthusiastic about interacting with you to discuss the latest technologies, products, and services

## NAMFS Member Booth Rental Fees

|                |         |
|----------------|---------|
| 8' X 10' ..... | \$1,500 |
| 8' X 20' ..... | \$3,000 |

## Non-Member Booth Rental Fees

|                |         |
|----------------|---------|
| 8' X 10' ..... | \$2,750 |
| 8' X 20' ..... | \$4,500 |

### Included in your exhibit booth rental package:

- **NEW FOR 2022 – 2 attendee registrations**
- Booth space
- 6' x 30" skirted table, 2 chairs, 1 wastebasket
- 7" x 44" one-line ID sign (stapled to the front of table)
- 8' high back drape & 3' high side dividers
- 24-hour security
- General maintenance /cleaning of the booths, aisles and common exhibit hall areas
- Listing on NAMFS.org with a link to your company website
- Listing in NAMFS Guidebook Mobile APP
- Twelve hours of total exhibit time including Welcome Reception

**Your booth rental fee does not include internet, electricity, or drayage charges. Please complete the form(s) provided by Alliance in the Exhibitor Kit. Your booth confirmation and Exhibitors Kit containing shipping guidelines, forms for material handling, labor, and other exclusive services will be sent to you approximately 4 weeks prior to the event. All exhibitor personnel must be registered for the conference. Guest passes for exhibitor personnel will not be issued.**

### Contact Information:

admin@namfs.org  
(888)292-6831

**Upon registration for a NAMFS booth please provide a company logo in the following format CMYK and 300dpi at 100%. Acceptable file formats include: PDF, EPS, or JPG to [admin@namfs.org](mailto:admin@namfs.org)**

**Exhibit Dates & Hours**

Monday, March 14, 2022 ..... 6:00pm-9:00pm  
 Tuesday, March 15, 2022 ..... 9:00am-4:00pm

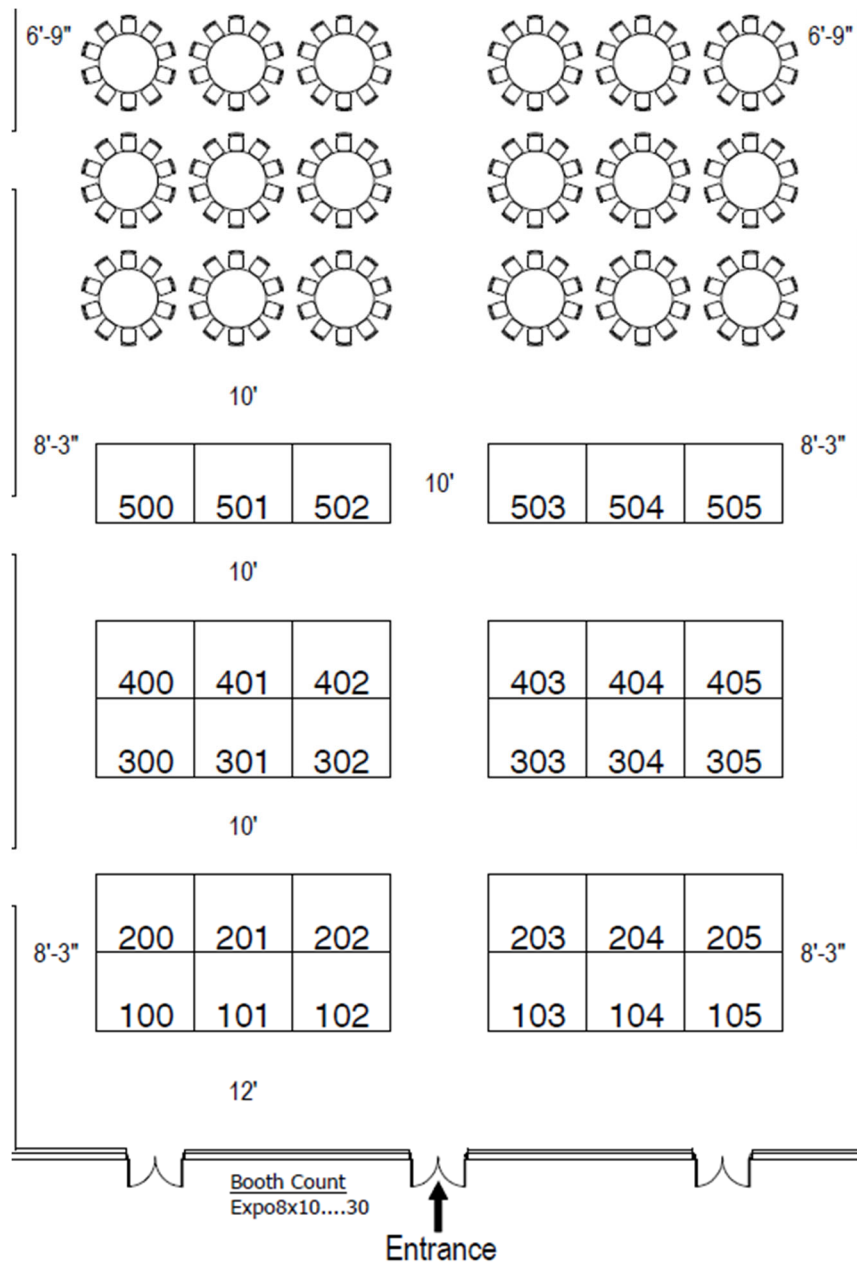
**Exhibit Set-Up Dates & Hours**

Monday, March 14, 2022 ..... 12:00pm-4:00pm

*All booths and materials must be set up by 4:00 pm on Monday, March 14, 2022. NAMFS and Alliance may, without incurring any liability for damage or loss, install or dismantle any property of any exhibitor who has failed to do so by 5:00 pm, at the sole expense of the exhibitor.*

**Exhibit Dismantle Dates & Hours**

Tuesday, March 15, 2022..... 4:30pm-6:30pm



## **Exhibit Rules & Regulations**

Each exhibitor is responsible for compliance with the Americans with Disabilities Act (ADA) within its booth space.

### **Attire**

The attire of all exhibit personnel should be consistent with the professional atmosphere of the Conference.

### **Audio/Visual Equipment**

If closed sound systems cannot be arranged, open sound systems will be permitted. However, sound "leakage" must not interfere with other exhibitors. NAMFS reserves the right to request the reduction in volume or cessation of use of any system that creates such interference.

### **Balloons**

Balloons are not permitted at the Conference.

### **Booth Assignment**

NAMFS will attempt to meet the size and location needs of each company but reserves the right to assign space that is most appropriate for the overall exhibition. Notification of booth assignments will be sent in early March. \*Multiple sponsorships and larger booths can alter assignment layout. If you have any questions please email NAMFS at [admin@namfs.org](mailto:admin@namfs.org).

### **Distribution of Advertising Material**

Canvassing or distribution of advertising material by an exhibitor or anyone representing a non-exhibiting firm is strictly prohibited outside the exhibitor's booth space or in any part of the exhibit hall, meeting rooms, press rooms, or public areas of the convention center or headquarters hotels unless pre-approved by NAMFS.

### **Booth/Promotional Activity**

Booth/promotional activities, such as demonstrations, live interviews, market research, etc., may not interfere with normal traffic flow nor infringe on neighboring exhibits. Booth/promotional activities will not be permitted outside of the exhibitor's assigned booth space. Exhibitors should reserve a reasonable portion of their exhibit space for the crowds or lines that popular activities may attract. "Meet the expert" panels and product theaters are not allowed in the exhibit hall.

### **Electrical Regulations**

All equipment must comply with federal, state, and local electrical codes. Exhibitors should contact Alliance or the hotel with any special requirements.

### **Exhibit No-Shows**

A company that reserves booth space and fails to inform NAMFS in writing of its plans not to attend automatically forfeits 100% of the total cost of the exhibit space assigned; may not be invited to participate in future NAMFS exhibitions. Exhibiting companies will be considered a no-show if the booth space is unoccupied by 6:30 pm on Monday, March 14, 2022.

### **Exhibitor Personnel Hours**

Exhibitors must staff their exhibit booth during the scheduled hours of the exhibit hall. Exhibit personnel will be allowed in the exhibit hall 10 minutes before the exhibits open and may remain in the exhibit hall 30 minutes after the exhibits close each day.

### **Facility Regulations**

Exhibitors may not nail, staple, tack or otherwise affix anything to the ceilings, walls, painted services, fire sprinklers, columns or windows.

### **Fire & Safety Regulations**

Exhibitors must comply with all federal, state and local fire and building codes that apply to the facility.

### **Food and Beverage**

Exhibitors may distribute food and beverage items from their booth space upon NAMFS approval. Items must be ordered through the catering department at the hotel. A catering order form will be supplied upon request. Nuts and alcoholic beverages are prohibited.

**Labor Regulations**

Exhibitors are required to conform to all local labor regulations. Labor can be ordered through Alliance. More information will be included in the Exhibitor Service Manual which Alliance will provide to you directly.

**Security**

Neither the security company, NAMFS, Alliance nor the hotel is responsible for any loss or damage to exhibitor property.

**Smoking**

Smoking of any kind, as well as vaping, is prohibited at the NAMFS Conference for Mortgage Field Services.

**Subletting Space**

Subletting of exhibit space is prohibited. Sharing of exhibit space is not permitted unless it is within divisions of the same company and approved by the NAMFS. *NAMFS reserves the right to interpret and make final decisions regarding all rules and regulations.*

**Sponsorship Opportunities**

Supporting an event or educational activity not only offers a more rewarding experience for attendees, but it also maximizes your company's visibility. Support is not limited to these suggestions; NAMFS encourages new and creative ideas that contribute to the quality of the conference. See sponsorship guide for further details.

**Deposits and Payments**

Booths will not be allowed to exhibit if the full payment has not been received by NAMFS prior to move-in

**Booth Relocation**

If it becomes necessary to relocate an exhibitor after a booth assignment has been made, NAMFS will contact the company involved and every effort will be made to reassign the exhibitor to a similar booth space.

**Restriction of Exhibits**

NAMFS reserves the right to restrict or prohibit exhibits that are deemed unacceptable for any reason. This may include people, items, conduct, printed materials or anything that may be objectionable to the exhibition. If such restriction occurs, NAMFS will not be liable for any refunds, rentals or exhibit expenses. The decision of NAMFS regarding exhibit applications is final.