

EXHIBITOR PACKAGE

6TH ANNUAL GRANTS MANAGERS NETWORK CONFERENCE

**BREWING
BOLD IDEAS**
FOR AN
**INNOVATIVE
FUTURE**

Save *The* Date

MARCH 21-23, 2011

GRAND HYATT SEATTLE | SEATTLE, WA

ONLINE REGISTRATION BEGINS: DECEMBER 7, 2010

The **Grants Managers Network Annual Conference** provides the only opportunity for technology vendors, consultants, organizations, and academic institutions to showcase their products, services, and initiatives to grants management professionals in a cost-effective way. We hope you will commit today to becoming an exhibitor at the 2011 Conference!

Exhibitor Options

Sponsoring Exhibitor

The Sponsoring Exhibitor level combines the recognition and exposure of a conference sponsor with the practical benefits of a conference exhibitor, maximizing your event impact.

Session Exhibitor

Exhibitors have the opportunity to deliver 90-minute workshops, that connect the conference theme and learning tracks to their specific products and services.

Exhibitor

The Exhibit Hall will be open for the entirety of the GMN conference starting 8:00 am Monday, March 21 and closing at 12:00 pm on Wednesday, March 23.

Exhibitor Package Options

Level/Benefit	SPONSORING Exhibitor	SESSION Exhibitor*	CONFERENCE Exhibitor**	ADVERTISING Sponsor
Sponsorship Amount	Price varies depending on sponsorship selected (see list below)	\$3,500	\$2,000	\$250
Number of Opportunities	—	7	Approx 20	Unlimited
Sponsored Event	See detailed list below	N/A	N/A	N/A
Exhibitor Session	One Session (a \$1,500 value)	One Session (a \$1,500 value)	N/A	N/A
Exhibit Space	Yes (a \$2,000 value)	Yes (a \$2,000 value)	Yes (a \$2,000 value)	N/A
Complimentary Conference Registrations	4 complimentary registrations for your representatives (a \$2,600 value)	3 complimentary registrations for your representatives (a \$1,950 value)	2 complimentary registrations for your representatives (a \$1,300 value)	N/A
Program Ad (deadline applies)	Full page (a \$500 value)	Half page (a \$250 value)	Half page (a \$250 value)	Half page (a \$250 value)
Recognition	See list below	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Announcement of your company's participation in monthly GMN conference communications • Logo on GMN conference website for one year • Promotion of your session content (marketing value)	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Announcement of your company's participation in monthly GMN conference communications • Logo on GMN conference website for one year (marketing value)	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Announcement of your company's participation in monthly GMN conference communications • Logo on GMN conference website for one year (marketing value)
Total Package Value	Varies depending on package selected (see options below)	\$5,700 plus marketing value	\$3,550 plus marketing value	\$250 plus marketing value

*Sessions will be awarded on a first-come, first-served basis and priority will be give to conference sponsors. All session requests must be submitted by [November 24, 2010](#) along with session descriptions.

**Conference exhibitors may also purchase a single-day exhibit booth. See application form for more details.

Reserve Your Spot Today!

Key Deadlines:
November 24, 2010
February 1, 2011

Sponsoring and Session Exhibitor Commitments Due
Conference Exhibitor and Advertising Sponsor Commitments Due

Sponsoring Exhibitor Options

SPONSORING EXHIBITOR OPTIONS	SPONSORING Exhibitor – Opening Plenary	SPONSORING Exhibitor – Post-Conference Event	SPONSORING Exhibitor – Popcorn Breaks	SPONSORING Exhibitor – Flash Drive
Sponsorship Amount	\$8,000	\$8,000	\$6,500	\$6,500
Number of Opportunities	1	1	2	1
Sponsored Event	Opening Plenary (a \$5,000 value)	Post-Conference Event (a \$5,000 value)	Popcorn Breaks (a \$3,500 value)	Conference Flash Drive (a \$3,500 value)
Exhibitor Session*	One Session (a \$1,500 value)	One Session (a \$1,500 value)	One Session (a \$1,500 value)	One Session (a \$1,500 value)
Exhibit Space	Yes (a \$2,000 value)	Yes (a \$2,000 value)	Yes (a \$2,000 value)	Yes (a \$2,000 value)
Complimentary Conference Registrations	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)
Program Ad (deadline applies)	Full page (a \$500 value)	Full page (a \$500 value)	Full page (a \$500 value)	Full page (a \$500 value)
Recognition	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display during event • Recognition, introduction & opportunity for 5-7 minutes at podium during sponsored event • Link to sponsoring organization's website on GMN conference website <p>(marketing value)</p>	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Link to sponsoring organization's website on GMN conference website <p>(marketing value)</p>	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display at Popcorn Station during break • Logo on Popcorn Bags • Link to sponsoring organization's website on GMN conference website <p>(marketing value)</p>	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display where flash drives distributed • Organization's name on tickets distributed to attendees for flash drive • Link to sponsoring organization's website on GMN conference website <p>(marketing value)</p>
Total Package Value	\$11,600 plus marketing value	\$11,600 plus marketing value	\$10,100 plus marketing value	\$10,100 plus marketing value

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February 1, 2011

Sponsoring and Session Exhibitor Commitments Due
Conference Exhibitor and Advertising Sponsor Commitments Due

Sponsoring Exhibitor Options

SPONSORING EXHIBITOR OPTIONS	SPONSORING Exhibitor – Tote Bags	SPONSORING Exhibitor – Hotel Room Keys	SPONSORING Exhibitor – Internet Café	SPONSORING Exhibitor – Lunch
Sponsorship Amount	\$6,500	\$6,000	\$6,000	\$6,000
Number of Opportunities	1	1	1	1
Sponsored Event	Tote Bags (a \$3,500 value)	Hotel Room Keys (a \$3,000 value)	Internet Café (a \$3,000 value)	Lunch (a \$3,000 value)
Exhibitor Session*	One Session (a \$1,500 value)	One Session (a \$1,500 value)	One Session (a \$1,500 value)	One Session (a \$1,500 value)
Exhibit Space	Yes (a \$2,000 value)	Yes (a \$2,000 value)	Yes (a \$2,000 value)	Yes (a \$2,000 value)
Complimentary Conference Registrations	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)
Program Ad (deadline applies)	Full page (a \$500 value)	Full page (a \$500 value)	Full page (a \$500 value)	Full page (a \$500 value)
Recognition	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Organization's logo on tote bags given to attendees • Link to sponsoring organization's website on GMN conference website (marketing value)	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Organization's logo on hotel room keys • Link to sponsoring organization's website on GMN conference website (marketing value)	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display in Internet Café area • Logo on computer screensavers/backgrounds • Link to sponsoring organization's website on GMN conference website (marketing value)	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display during event • Recognition, introduction & opportunity for 5-7 minutes at podium during sponsored event • Link to sponsoring organization's website on GMN conference website (marketing value)
Total Package Value	\$10,100 plus marketing value	\$9,600 plus marketing value	\$9,600 plus marketing value	\$9,600 plus marketing value

*Sessions will be awarded on a first-come, first-served basis and priority will be give to conference sponsors. All session requests must be submitted by November 24, 2010 along with session descriptions.

Reserve Your Spot Today!

Key Deadlines:
 November 24, 2010
 February 1, 2011

Sponsoring and Session Exhibitor Commitments Due
Conference Exhibitor and Advertising Sponsor Commitments Due

Sponsoring Exhibitor Options

SPONSORING EXHIBITOR OPTIONS	SPONSORING Exhibitor – Coffee Break	SPONSORING Exhibitor – Notebook
Sponsorship Amount	\$5,500	\$5,000
Number of Opportunities	3	1
Sponsored Event	Coffee Break (a \$2,500 value)	Notebook (a \$2,000 value)
Exhibitor Session*	One Session (a \$1,500 value)	One Session (a \$1,500 value)
Exhibit Space	Yes (a \$2,000 value)	Yes (a \$2,000 value)
Complimentary Conference Registrations	4 complimentary registrations for your representatives (a \$2,600 value)	4 complimentary registrations for your representatives (a \$2,600 value)
Program Ad (deadline applies)	Full page (a \$500 value)	Full page (a \$500 value)
Recognition	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display during coffee breaks • Link to sponsoring organization's website on GMN conference website <p>(marketing value)</p>	<ul style="list-style-type: none"> • Logo in conference program • Ad in slide show during meals and transitions • Logo on display where notebooks distributed • Organization's name on tickets distributed to attendees for notebooks • Link to sponsoring organization's website on GMN conference website <p>(marketing value)</p>
Total Package Value	\$9,100 plus marketing value	\$8,600 plus marketing value

*Sessions will be awarded on a first-come, first-served basis and priority will be give to conference sponsors. All session requests must be submitted by November 24, 2010 along with session descriptions.

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Key Deadlines:
November 24, 2010
February 1, 2011

Sponsoring and Session Exhibitor Commitments Due
Conference Exhibitor and Advertising Sponsor
Commitments Due

Exhibitor Package Components

Sponsoring Exhibitor

Receive the maximum benefit from your participation at the GMN conference by becoming a Sponsoring Exhibitor. Sponsoring exhibitors receive recognition at the conference, are highlighted in all conference communications, and receive all of the Session Exhibitor and Conference Exhibitor benefits described below. Additionally, Sponsoring Exhibitors will receive priority when awarding Exhibitor Sessions.

Session Exhibitor

Sessions exhibitors will design and deliver a 90-minute workshop specific to their products and services. Exhibitor sessions will be held during the normal conference times and will not be concurrent with each other. This will allow both current and potential clients the opportunity to expand their knowledge about your products and services. Exhibitor Sessions will be awarded on a first-come, first-served basis and priority will be given to Sponsoring Exhibitors.

The deadline to submit a session request is November 24, 2010

We encourage exhibitors to develop sessions that connect to the conference theme of “Brewing Bold Ideas for an Innovative Future,” which allows for a variety of dynamic topics showcasing how your products and services can help grantmakers and their grantseekers maximize their scarce resources.

Exhibit Space

As an exhibitor, you will play an important role in informing participants about new developments in the field and sharing how your products and services can help them solve problems and improve their grantmaking operations. Each exhibitor space will include one skirted 6' table with chairs. Exhibit space will be available from 8:00 am to 5:00 pm on Monday, March 21 and Tuesday, March 22 and from 8:00 am to 12:00 pm on Wednesday, March 23.

We've devised a number of strategies to ensure that exhibitors receive maximum exposure and foot traffic throughout the conference. These include:

- Exhibit space adjacent to the meeting space.
- Exhibitor “Bingo” in which participants receive stickers (will be provided) from each exhibitor to place on a card. When the card is full, it may be submitted for a raffle prize.
- Daily giveaway items available only in the exhibitor area.
- “Coffee break” refreshments located in the exhibitor area.
- Demonstrations of GMN products and services in the exhibitor area.

Sample Session Topics

- Using [Your Product] to Go Online and Paperless!
- Improving Pre- and Post-Grant Due Diligence with [Your Product]
- Simplifying the Proposal In-Take and Review Cycle with [Your Product]
- [Your Product] and The Art of Grantseeker Surveys and Applications
- Improving Grantseeker and Grantee Communications with [Your Product]

Reserve Your Spot Today!

**GRANTS MANAGERS NETWORK
6TH ANNUAL CONFERENCE
EXHIBITOR APPLICATION FORM**

**Sponsoring Exhibitor and Session Exhibitor Deadline: November 24, 2010
Conference Exhibitor and Advertising Sponsor Deadline: February 1, 2011**

Exhibiting Organization:	
Contact Name and Title:	
Contact Email:	
Phone:	
Fax:	
Address:	
Website:	

Please select your Exhibitor Package:

Sponsoring Exhibitor (**DEADLINE FOR REQUEST NOVEMBER 24, 2010**)

Sponsored Event	Cost	Selection
Opening Plenary	\$8,000	
Post-Conference Event	\$8,000	
Popcorn Break	\$6,500	
Flash Drive	\$6,500	
Tote Bags	\$6,500	
Hotel Room Keys	\$6,000	
Internet Café	\$6,000	
Lunch	\$6,000	
Coffee Break	\$5,500	
Notebook	\$5,000	

Session Exhibitor \$3,500 (**DEADLINE FOR REQUEST NOVEMBER 24, 2010**)

Conference Exhibitor (**DEADLINE FOR REQUEST FEBRUARY 1, 2011**)

- Full Conference Exhibitor: March 21-23, 2011 - \$2,000
- Daily Exhibitor: Monday, March 21, 2011 - \$1,000
- Daily Exhibitor: Tuesday, March 22, 2011 - \$1,000
- Daily Exhibitor: Wednesday, March 23, 2011 - \$500

Advertising Sponsor: \$250 (**DEADLINE FOR REQUEST FEBRUARY 1, 2011**)

PAYMENT INFORMATION:

All payments must be received by **Monday, February 14, 2011.**

Check:

Please send your check to:

Grants Managers Network
1101 14th Street, NW
Suite 420
Washington, DC 20005

Electronic Funds Transfer:

Contact Catherine Downs at (504) 834-9656

Credit Card:

Fax this completed form with payment information to Catherine Downs at 1-888-446-9370

Credit Card Type (Visa, MasterCard, Amex):	
Credit Card Number:	
Expiration Date:	
Name as it appears on the Card:	

**GRANTS MANAGERS NETWORK
6TH ANNUAL CONFERENCE**

SESSION APPLICATION FORM
(Applications are due by November 24, 2010)

Session Title	
Session Description	
Speaker Name(s)	
Speaker Organization(s)	
Speaker Title	
Speaker Email(s)	
Speaker Phone(s)	
Brief Speaker Bio(s)	

**GRANTS MANAGERS NETWORK
6TH ANNUAL CONFERENCE
EXHIBITOR TERMS & CONDITIONS
Grand Hyatt Seattle, 721 Pine Street, Seattle, WA 98101**

For more information, please contact GMN's meeting planner,
Marva Lewis at (866) 861-4492 or
marvalewis@theeventpros.net.

EXHIBITOR REPRESENTATIVES

The exhibitor will name one individual as a duly authorized representative to have charge of the exhibitor benefits purchased, and will accept and assume responsibility for such representative or alternates being in attendance at the exhibit throughout the conference. The authorized representative will receive all official correspondence from GMN referring to the conference and will be responsible for communicating this information to exhibitor personnel. The authorized representative will be responsible for ensuring that all exhibitor personnel are registered for the conference and abide by the rules and regulations.

PAYMENT AND CANCELLATIONS

In applying for space, the exhibitor must submit the payment along with the application by Monday, February 14, 2011. Written cancellations received by Friday, March 4, 2011 will be honored with a full refund, less a \$100 administrative fee. No refunds will be granted for cancellations received after Friday, March 4, 2011.

EXHIBIT SPACE

General Guidelines

Exhibit space is limited and will be assigned on a first-come basis, based on receipt of the Exhibitor Application and payment. GMN reserves the right to shift space assignment, only if it becomes necessary to do so. Should the need arise, the exhibitor will be notified immediately. Neither GMN nor the Grand Hyatt Seattle will provide overnight security in the exhibitor area. GMN will designate a separate, locked room for laptops or promotional materials. The hotel also provides safety deposit boxes for rental. Additional charges will apply for high-speed internet lines, telephone lines or additional audio visual equipment or services. If you need to request additional services (e.g., electrical outlet, high-speed Internet line, etc.) for your exhibit, you may obtain a service request form from the conference meeting planner, Marva Lewis at (866) 861-4492 or marvalewis@theeventpros.net.

Dates and Times

The exhibit area will be open:

March 21, 2011 from 8:00 a.m. – 5:00 p.m. (PST)
March 22, 2011 from 8:00 a.m. – 5:00 p.m. (PST)
March 23, 2011 from 8:00 a.m. – 12:00 p.m. (PST)

Reservation And Occupation Of Exhibit Space

If by 10:00 a.m. (PST) on the first day the exhibitor has contracted to appear, an exhibitor fails to register at the conference registration desk and occupy any space contracted for, GMN shall have the right to use said space to suit its own convenience, including selling the space to another exhibitor, without any rebate or allowance to the defaulting exhibitor. GMN assumes no responsibility for having included the name of the defaulting exhibitor or descriptions of products in any conference materials or news releases.

Table, Equipment & Services

The table space will include one 6' skirted table and two chairs. All other signage, furnishings, equipment, facilities, etc., must be provided by the exhibitor and approved by the hotel. No exhibit shall be arranged so that it obstructs the view of another exhibit or violates hotel safety regulations. All demonstrations and exhibits must be confined to the exhibit tables. No exhibitor shall assign, sublet, or share the whole or any part of the table space allotted without the written approval of GMN prior to the conference. If you need to request additional services (e.g., electrical outlet, high-speed Internet line, etc.) for your exhibit, you may obtain a service request form from the conference meeting planner, Marva Lewis at (866) 861-4492 or marvalewis@theeventpros.net.

Installation And Removal Of Exhibits

No packing of equipment, literature, other material or dismantling of exhibits will be permitted until the after official closing time on March 21, 2011 at 5 p.m. (PST), March 22, 2011 at 5 p.m. (PST), or March 23, 2011 at 12 p.m. (PST). All exhibitors are responsible for the packing and removal of their exhibit table(s). All exhibit material must be packed and ready for removal from the exhibit area by no later than 2 p.m. (PST) on March 23, 2011.

Handling And Storage

The exhibitor must make arrangements for delivery and receipt of shipments and storage of boxes directly with the hotel. Hotel delivery and handling fees may apply.

Objectionable Material And Activities

GMN reserves the right to require modification of any questionable exhibit.

EXHIBITOR SESSIONS

Exhibitor-run sessions are available on a first-come, first-served basis and are limited to one session per exhibitor. GMN reserves the right to require modification of any questionable session topic. Exhibitor sessions will be included in the conference program and registration materials.

INSURANCE

The exhibitor, by entering into this agreement, hereby waives any claim against and shall indemnify, save and hold harmless GMN, its agents, and employees for any damages or injuries to property or persons occasioned or in connection with the conference unless caused by the willful misconduct of GMN, its agents, or employees. The exhibitor agrees to maintain such insurance that will fully protect GMN from any claims of any nature, including claims under the Workmen's Compensation Act, and for damages for personal injury, including death, which may arise in connection with the presence and/or operation of exhibitor's display. Damage to property is the exhibitor's own responsibility. In the event the exhibitor damages the building, he agrees to reimburse the owner of the building for the cost of repairing such damages to said building, or any part thereof, directly or indirectly. GMN will not be liable for failure to hold the conference as scheduled. Payments for table space will be returned in that event, less the pro-rata share of all costs and expenses incurred and committed by GMN.

LIABILITY AND SECURITY

Each exhibitor must make provisions for the safeguarding of his goods, materials, equipment and display at all times. Security will not be provided. Neither GMN nor the Grand Hyatt Seattle or their officers, representatives, or employees will be responsible for destruction, damage, or loss to the exhibitor's property from any act or omission. Neither GMN nor the Grand Hyatt Seattle assumes any responsibility for destruction, loss, or damage to the exhibitor's property from any cause. The exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, save and hold harmless GMN, the Grand Hyatt Seattle, and its employees and agents against all claims, losses and damages to persons, property, governmental charges or fines, and reasonable attorney's fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy, or use of the exhibition premises or part thereof, excluding any such liability caused by the sole negligence of GMN. In addition, exhibitor acknowledges that GMN and Grand Hyatt Seattle do not maintain insurance covering exhibitor's property and that it is the sole responsibility of exhibitor to obtain business interruption and property damages insurance covering such losses by exhibitor.

ENTERTAINMENT & PRIVATE MEETINGS

GMN reserves the right to control all reserved conference function space in the Grand Hyatt Seattle. Any exhibitor wishing to hold a hospitality function must notify GMN in writing.

- Hospitality suites shall not be in operation during the hours that conference meetings and events are scheduled.
- Service personnel (bartenders, hostesses, etc.) and food functions must be obtained through the hotel catering service.
- All representatives of companies sponsoring hospitality suites are expected to register as participants of the meeting.
- Companies are asked to restrict their entertainment outside of hospitality suites to small parties without excessively elaborate entertainment. Any company sponsoring a function to which 100 or more people are invited is required to outline its plans for advance written approval by GMN.
- No activities should be scheduled that take registrants away from the meeting sessions.