

MNRC 2020: An Invitation to Exhibitors and Sponsors

You are invited to participate as an exhibitor and/or sponsor at the 2020 Missouri Natural Resources Conference. The conference will take place **Feb. 4-6, 2020** at the Margaritaville Lake Resort (formerly Tan-Tar-A Resort) in Osage Beach, MO.

Exhibitors will be in Wingate Hall, the social center of the Conference. The Tuesday night Mixer and Poster session, with food and drinks for attendees, will be held there. Further opportunities for contact with attendees will occur on Wednesday and Thursday with breakfast, lunch and breaks offered to attendees in Wingate Hall.

WINGATE HALL SCHEDULE (TENTATIVE)

Tuesday, Feb. 4

7:00 AM	Windgate Hall open for setup (Set up can start on Feb. 3 if necessary, contact Darlene Vance at 573-348-8571 to use this option)
4:00 PM	Deadline to have exhibit ready for viewing
7:00-11:00 PM	Mixer and Poster Session

Wednesday, Feb. 5

7:00-8:20 AM	Continental Breakfast
9:50-10:20 AM	Break
Noon-1:00 PM	Lunch
3:00-3:30 PM	Break

Thursday, Feb. 6

7:00-8:20 AM	Continental Breakfast
10:00-10:15 AM	Break
12:15-1:30 PM	Lunch
6:00 PM	Deadline to remove exhibit

For further exposure at the Conference we invite you to consider becoming one of our sponsors. There are three levels of sponsorship (Platinum, Gold and Silver) with corresponding levels of visibility.

Benefits of Sponsorship	Platinum \$1000	Gold \$500	Silver \$250
One exhibitor booth	X		
One Conference registration	X	X	X
Logo on Conference website	X	X	X
Logo in program	X	X	X
Logo on social banner	X		
Logo on awards ceremony banner		X	
Logo on poster board at breakfast			X
Literature in registration packet*	X		

**If received by deadline*

MNRC Image Release: The Missouri Natural Resources Conference (MNRC) is held in a public space, therefore we do not prohibit participants, exhibitors, sponsors, host facility, or other organizations from photographing, video or audio-taping Conference activities. MNRC reserves the right to use images taken at the Conference with your photograph and/or likeness on social media, marketing materials, and/or other uses. MNRC is NOT responsible for individual attendee's use of your image or likeness. **By virtue of your attendance, you agree to usage of your likeness in such media.**

EXHIBITOR BOOTH RENTAL AGREEMENT
MISSOURI NATURAL RESOURCES CONFERENCE
February 4-6, 2020
Margaritaville Lake Resort, Osage Beach, MO

Company/Organization Name: _____

Exhibit Booth Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ FAX Number: _____

E-Mail: _____

Website Address: _____

Number of booths needed _____

Preference of Booth Location (by number, see map **Spaces shaded in red are unavailable**):

#1 _____ #2 _____ #3 _____

The exhibitor agrees to have the exhibit ready for viewing by 4:00 p.m. Tuesday February 4, 2020 and agrees to remove the exhibit no later than 6:00 p.m. Thursday, February 6, 2020.

Please check the appropriate blank:

_____ **Commercial** (1st Booth \$300.00 Additional attached booths \$150.00 each),
This exhibit registration will result in two name tags unless additional booth is purchased.
Any additional registrations will need to be made through the conference registration process.
Go to <https://www.brownpapertickets.com/event/4389603>
Exhibitor Names: (1) _____
(2) _____
(Full conference registration is included for these people).

_____ **Not for profit organization/Governmental/Educational/Artist** (1st Booth \$125.00
Additional attached booths \$125.00 each),
This registration will result in one name tag unless additional booth is purchased. Any
additional registration will need to be made through the conference registration process.
Go to <https://www.brownpapertickets.com/event/4389603>
Exhibitor Names: (1) _____

Make checks payable to Missouri Natural Resource Conference. Registration Deadline is **January 12, 2020**. No refunds will be made after that date. **Send to:** Steve Paes, MNRC Exhibits Committee, 109 Ripley 21N-1, Doniphan, MO 63935, Steve.paes@mdc.mo.gov, (573) 996-2557

Signature of Exhibitor/Date

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Tan-Tar-A premises and will indemnify, defend, and hold harmless the MNRC committee, Tan-Tar-A, its owners, and its management company, as well as their respective agents, servants, and employees from any and all such losses, damages, and claims.

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SPONSOR AGREEMENT
MISSOURI NATURAL RESOURCES CONFERENCE
February 4-6, 2020
Margaritaville Lake Resort, Osage Beach, MO

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ FAX Number: _____

E-Mail: _____

Website Address: _____

The sponsor agrees to have the logo and literature to committee chair by December 20, 2018.

Please check the appropriate blank:

_____ **Platinum:** \$1000.00

_____ **Gold:** \$500.00

_____ **Silver:** \$250.00

All Sponsorships include one full conference registration:

Name of registrant: _____

Make checks payable to Missouri Natural Resource Conference. Registration Deadline is **December 18, 2019**. No refunds will be made after that date.

Steve Paes
MNRC Exhibits Committee
109 Ripley 21N-1
Doniphan, MO 63935
Steve.paes@mdc.mo.gov
(573) 996-2557

Signature of Exhibitor/Date

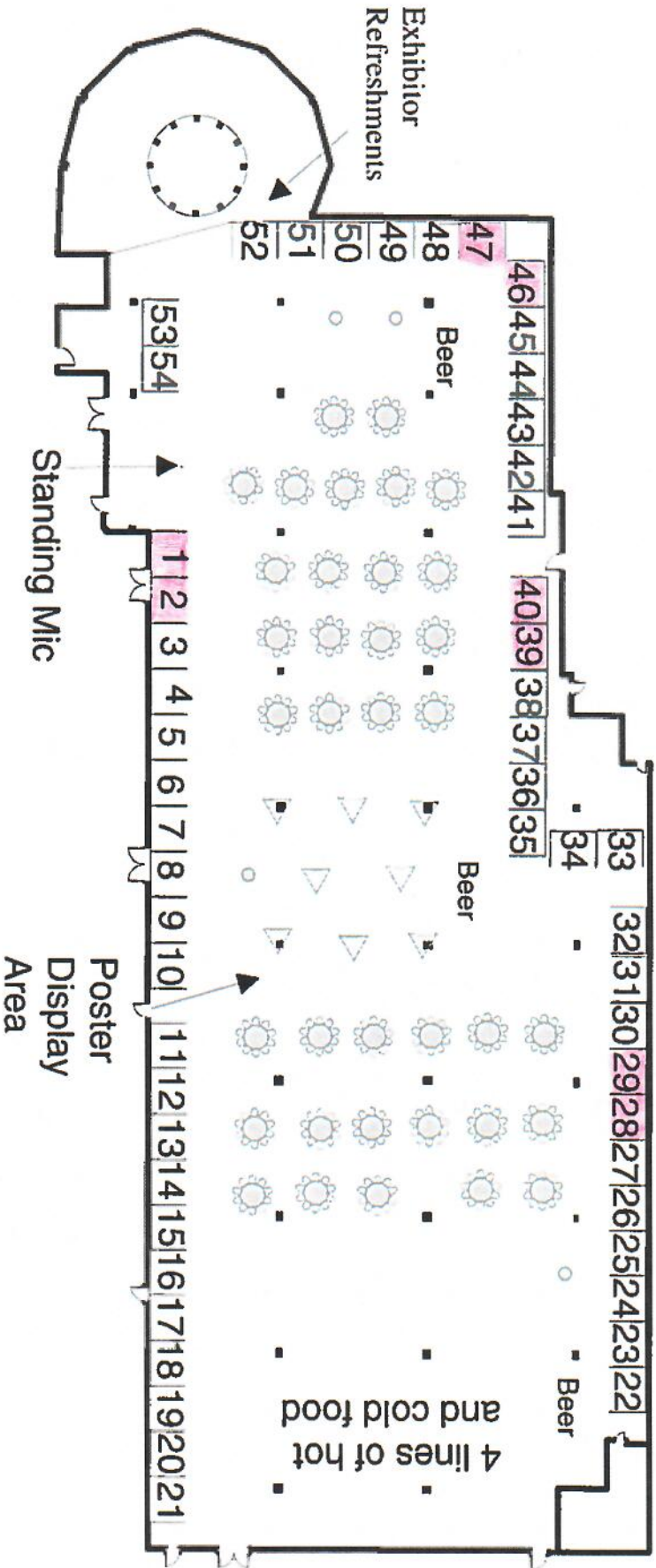
MNRC Image Release: *The Missouri Natural Resources Conference (MNRC) is held in a public space, therefore we do not prohibit participants, exhibitors, sponsors, host facility, or other organizations from photographing, video or audio-taping Conference activities. MNRC reserves the right to use images taken at the Conference with your photograph and/or likeness on social media, marketing materials, and/or other uses. MNRC is NOT responsible for individual attendee's use of your image or likeness. **By virtue of your attendance, you agree to usage of your likeness in such media.***



Windgate Hall

Function 2.4-7.20

MNRC EXHIBITS



MARGARITAVILLE

Lake Resort

LAKE OF THE OZARKS
OSAGE BEACH, MISSOURI

WELCOME Margaritaville Lake Resort Exhibitor

Included with your exhibit space is: 1) 6' x 30" draped and skirted table;
2) chairs; 1) wastebasket; and carpeted 8' x 10' area

PLEASE COMPLETE THE FOLLOWING INFORMATION AND FAX/MAIL YOUR ORDER ALONG WITH THE FORM OF PAYMENT.

494 Tan Tar A Drive, P O Box 188TT, Osage Beach MO 65065
Hotel Phone #: (573) 348-3131
Exhibit Coordinator Phone: 573-348-8551 * **Fax: 573-348-8605**
Email: sales@mvresortlakeoftheozarks.com

Margaritaville Lake Resort **does not** allow any food or beverages to be brought into the Exhibit Areas.
Please contact the Catering Department for any food or beverage requirements at (573) 348-8551.

Qty	Item EQUIPMENT	Pre-Order Price	On-Site Price
	Additional 6'x30" Draped & Skirted Table(s), One time charge	\$ 20.00 each	\$ 25.00 each
	Additional 6'x18" Draped & Skirted Table(s), One time charge	\$ 15.00 each	\$ 20.00 each
	High Back Bar Stool, One time charge	\$ 20.00 each	\$ 25.00 each
	Cocktail Tables (tall), One time charge	\$ 20.00 each	\$ 25.00 each
AUDIOVISUAL			
	6'x6' Tripod Screen per item/per day	\$ 51.00	\$ 63.00
	Easel(s) per item/per day	\$ 20.00	\$ 25.00
	Extension Cord(s), or Power Strip(s) per item/per day	\$ 13.00	\$ 19.00
	32" Flat Screen LCD Monitor w/DVD per item/per day	\$ 125.00	\$ 175.00
	20" Flat Screen LCD Monitor w/DVD per item/per day	\$ 100.00	\$ 150.00
	37" LCD Flat Screen Monitor per item/per day	\$ 175.00	\$ 225.00
TELEPHONE SERVICE – PAYMENT MUST BE ROOM CHARGE OR CREDIT CARD A \$200 deposit will be applied to cover anticipated phone calls.			
	High Speed Internet Line, per day	\$ 95.00 per day	\$ 125.00 per day
	Direct Line (Outgoing Calls Only), ** plus cost of calls, 5.475% sales tax and 55% service charge on calls	\$ 50.00 **	\$ 60.00 **
ELECTRICAL SERVICE			
	Set(s) of Two, 110V Electrical Outlets, One time charge	\$ 50.00	\$ 60.00
	Set(s) of 220 Amp Electrical Service, One time charge	\$ 127.00	\$ 190.00
Total			
ALL ABOVE ITEMS INCLUDE BANQUET ADMINISTRATION SERVICE FEE AND SALES TAX. If Tax Exempt, please send a current Missouri State Tax Exempt Letter with Exhibit Form			

Please Complete the Payment Information on Page 2!

**IF PAYMENT IS NOT RECEIVED IN ADVANCE,
PAYMENT MUST BE MADE AT EXHIBIT SET UP, AT THE ON-SITE PRICE!**

PLEASE PRINT OR TYPE LEGIBLY

Full Name of Conference: _____

Dates of Conference: _____

Company: _____

Address: _____

City, State, Zip: _____

Email: _____ Phone #: _____

PRINTED
NAME: _____ Signature: _____

Payment Enclosed: Yes _____ No _____ If no, charge to guestroom of: _____

Credit Card #: _____ Expiration Date: _____

3 or 4 Digit Security Code on Back of Credit Card (Required): _____

**FOR SHIPPING OF EXHIBIT MATERIALS
AND DISPLAY ASSEMBLY, PLEASE UTILIZE
PAGE & BROWN CONVENTION SERVICES
5744 Chapel Drive
Osage Beach, MO 65065
Phone: 573-348-5176 * service@pagebrown.com**

Margaritaville Lake Resort will not be responsible or liable for any loss, damage or claims arising out of exhibitor's activities on the Hotel's premises except for any claims, loss, or damages arising directly from its negligence.

Page & Brown Convention Services

5744 Chapel Drive
Osage Beach, MO 65065

Phone 573 - 348 - 5176
Fax 573 - 348 - 5177
Web Site www.pagebrown.com
Email service@pagebrown.com

Exhibit Material Handling

Shipping Instructions - Incoming

NO COLLECT SHIPMENTS WILL BE ACCEPTED. **Send shipments PRE-PAID to the above address, with the following information.**

Name of Show: _____ Date of Show: _____
Location of Show: _____
Company Name: _____ Booth _____ #(s) (If known)

C/O Page & Brown Convention Services
5744 Chapel Drive
Osage Beach, MO 65065

- **If you will be shipping freight, we require this form to be on file with payment, before the arrival of your exhibit material.**
- **Shipments (each item) must be labeled with all of the above information to insure delivery to proper booth.**
- If phone calls are necessary to determine necessary show delivery information, there will be a \$30 surcharge added.
- Credit card orders will be processed after the show is over. Indicate if you would like a receipt faxed.
- If weight of shipment is known, pre-payment may be made by check. See rate schedule below.
- Shipments should be made early, to be delivered to above address, at least three days prior to set-up date.
- Shipments which arrive after the start of exhibitor move in, and require a special trip to the site, will be charged an additional \$50.

Outgoing Shipping Instructions

- **Representative at show site will be expected to label their containers and furnish us with shipping documents.**
- **Pre-printed shipping documents with your account number will help expedite outgoing shipping.**
- Our outgoing material handling form will be provided at show site. We require that it be completed and left with shipment.
- It is your company's responsibility to call carrier and arrange for pickup, if shipping with other than UPS or Federal Express.
- When time frame allows, we request that pick ups be scheduled at our warehouse, the next business day after show closes.

Page & Brown will provide the following services:

Receive and store shipments (30 days free storage allowed).

Delivery to booth, prior to exhibitor set-up time.

Removal and return of empty crates to and from booths.

Handling out of the Exhibit site at conclusion of the show.

For Labels & More Information Visit Our Web Site

www.pagebrown.com /Click On Exhibit Material Handling

***** Keep Your Shipment Tracking Numbers*****

RATE SCHEDULE		Per 100 lb.	Min. Charge
I	ADVANCE SHIPMENTS <u>Shipments received at warehouse.</u> Shipments of Common Freight And Crated Exhibits will be received and stored, up to 30 days prior to show, and delivered to booth at show site. Any necessary handling of empty containers to and from storage and outgoing handling at conclusion of show.....	\$48.00.....	\$48.00
II	RECEIVING AT SHOW SITE <u>Shipments received at show site during exhibitor move in period only. early shipments will be refused.</u> Includes receiving, delivery to booth, any necessary handling of empty containers to and from storage, and outgoing handling at conclusion of show.....	\$50.00.....	\$50.00
III	OUTGOING HANDLING ONLY	\$40.00	\$40.00
IV	HANDLING UNCRATED MATERIAL Rates in Item I and Item II above apply to Common Freight and Crated Exhibit Material Shipments of more than 10 loose boxes will have a 30% surcharge to above rates to cover additional handling time.....	Plus 30%	

LIMITS OF LIABILITY AND RESPONSIBILITY

We will not be responsible for uncrated, improperly packed materials or concealed damage. We will not be responsible for damages or loss of materials after delivery to booth, during installation time, or at conclusion of show prior to delivery to outbound carrier. Therefore, exhibitor should contact their insurance carrier if necessary, to provide insurance coverage for materials from the time they leave your firm until they are returned after the show. Limit of liability is \$.25 per lb. per article, with a maximum liability of \$50.00 per item, and a maximum of \$1,000.00 per shipment

Hotels – Convention Centers Will Not Accept Freight As They Do Not Have The Facilities To Receive Or Store Freight

Trade Show _____ Amount Paid _____ Weight _____

Contact _____ Telephone _____

Company Name _____ Fax _____

Address _____ City _____ State _____ Zip _____

Card # _____ Exp. Date _____ Code _____ Authorized By _____

By submitting this form, you authorize Page & Brown to apply charges to credit card number provided.

Page & Brown Convention Services

5744 Chapel Drive
Osage Beach, MO 65065

Phone 573 - 348 - 5176
Fax 573 - 348 - 5177
Web Site www.pagebrown.com
Email service@pagebrown.com

Display Assembly & Dismantling Services

Display Installation Without Your Supervision

____ You are authorized to Assemble our background display, prior to our arrival at the Convention Center. We are forwarding blueprints, a photo or instructions for your information. We understand that all work will be done on straight time. Shipping information will be sent to you shortly.

Per man hour – 2 hour minimum-----\$50.00 Per Hour

Date and time assembly to be completed _____ #of men _____ app. hrs _____

Set up plans in crate _____ or attached _____

____ We would like the same service to Dismantle and pack our exhibit. Instructions for shipping and weighbill will be provided before the end of the show.

Per man hour- 1 hour minimum-----\$50.00 Per Hour

Date and time to dismantle _____ # of men _____ app.hrs _____

Display Installation With Your Supervision

____ We would like _____ men available, app. hrs _____ to Assemble our display, Under the supervision of our representative.

Per man hour – 2 hour minimum-----\$45.00 Per Hour

The above man, or men, to report to our booth on _____ (date) at _____ (A.M. P.M.)

____ We would like _____ men available, app. hrs _____ to Dismantle and pack our display , Under the supervision of our representative.

Per man hour – 1 hour minimum-----\$45.00 Per Hour

The above man, or men, to report to our booth on _____ (date) at _____ (A.M. PM)

For Labels & More Information Visit Our Web Site

www.pagebrown.com /Click On Exhibit Material Handling

Date of Shipment	# of Pieces Shipped	Via	
Trade Show		Amount Paid	Weight
Contact		Telephone	
Company Name		Fax	
Address	City	State	Zip
Card #	Exp. Date	Code	Authorized By

By submitting this form, you authorize Page & Brown to apply charges to credit card number provided.

PLEASE LABEL SHIPMENT AS FOLLOWS:

SHIP TO:

NAME OF SHOW: _____ BOOTH #: _____

LOCATION OF SHOW: _____

COMPANY NAME: _____ (_____) _____
(TELEPHONE #)

NUMBER ____ OF ____ PIECES

**C/O PAGE & BROWN CONVENTION SERVICES
5744 CHAPEL DRIVE
OSAGE BEACH, MO 65065**

SHIP TO:

NAME OF SHOW: _____ BOOTH #: _____

LOCATION OF SHOW: _____

COMPANY NAME: _____ (_____) _____
(TELEPHONE #)

NUMBER ____ OF ____ PIECES

**C/O PAGE & BROWN CONVENTION SERVICES
5744 CHAPEL DRIVE
OSAGE BEACH, MO 65065**

SHIP TO:

NAME OF SHOW: _____ BOOTH #: _____

LOCATION OF SHOW: _____

COMPANY NAME: _____ (_____) _____
(TELEPHONE #)

NUMBER ____ OF ____ PIECES

**C/O PAGE & BROWN CONVENTION SERVICES
5744 CHAPEL DRIVE
OSAGE BEACH, MO 65065**