

# MassNAELA Annual Vendor Fair Sponsorship Form

We are pleased to announce that the fifth annual Vendor Fair will take place at MassNAELA's annual meeting on December 10, 2015. This is an open chapter meeting with Vendors welcome to attend the dinner and program. The dinner buffet is available at our members' attendance fee. Space is limited and early registration is encouraged.

The Vendor Fair participation fee of \$250.00 includes:

- a listing in our promotional meeting notice, which is distributed in print by U.S. mail and electronically by email, to our nearly 500 member attorneys
- the opportunity to network with and promote your service or product in person at the Vendor Fair to the many elder law attorneys in attendance, who are eager to learn about resources which will benefit their clients as well as their practices
- the opportunity to enhance your exposure by participating in our Vendor Fair raffle and/or donating bags to be used by attendees during the event
- the opportunity to advertise in the issue of our newsletter leading up to and/or following the Vendor Fair, ensuring that all of our members, including those who do not attend the Vendor Fair, have your full information and the ability to contact you long after the Fair
- the opportunity to sponsor one MassNAELA dinner meeting during the 2016 calendar year for the discounted fee of \$250.00 (Regular meeting sponsorship fee is \$325.00.)
- one six-foot skirted table with two chairs for each Vendor (no sharing tables); table location will be selected by Vendor on a first-come basis the day of the event

The Vendor Fair will run from 4:30 to 6:15 PM on December 10, 2015 at the Boston Marriott Newton, 2345 Commonwealth Avenue, Newton, MA. Ample time for setup will be provided. AV and electrical services can be ordered directly from the hotel; payment will be made to them.

**MassNAELA does not provide meeting attendee lists to Vendors. We recommend participation in the raffle as a means of collecting names and contact information. Only one Vendor will be allowed per table.**

\_\_\_\_ **I would like to be a Vendor at the MassNAELA Vendor Fair on December 10, 2015 for the fee of \$250.00.**

\_\_\_\_ I/We will attend the dinner and program at \$60.00 per person. Number attending: \_\_\_\_\_

\_\_\_\_ I will participate in the raffle

\_\_\_\_ I will donate bags. Quantity: \_\_\_\_\_

**Please type or print:**

Contact person: \_\_\_\_\_

Organization/Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

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Describe the product or service your company provides:

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Name(s) of company representative(s) who will staff your table:

1. \_\_\_\_\_

2. \_\_\_\_\_

**BY MAIL:**

Please return this form and your check payable to Massachusetts Chapter, NAELA to:

MassNAELA  
c/o CompuWord, Inc.  
99 Bellingham Road  
Chestnut Hill, MA 02467

I have enclosed check # \_\_\_\_\_ in the amount of \$ \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**BY EMAIL OR FACSIMILE:**

You can also pay by credit card. We accept \_\_\_\_American Express \_\_\_\_MasterCard \_\_\_\_Visa.

You can email this form and your credit card payment to: [CompuWord@aol.com](mailto:CompuWord@aol.com) or

fax to: 617-734-9758.

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zipcode: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For more information, call our Chapter Administrator (CompuWord) at 617-566-5640.

**NOTICE: The Massachusetts Chapter, NAELA reserves the right to decline any sponsor or sponsorship materials for any reason.**