



Dear Exhibitor:

Thank you for considering being an exhibitor at PEBA's 30th Annual Forum and for supporting PEBA in its mission to provide on-going education, development, and networking opportunities for compensation and benefits professionals in the Tri-State Area. We are thrilled to be celebrating our 30th anniversary this year and hope you can join us. PEBA's Annual Forum will be held on April 19, 2012 at the Hilton on City Line Avenue in Philadelphia. The Forum theme is, "Thirty Years of Innovation" and we are looking forward to seeing a variety of vendors who can help our members meet the needs of the changing workforce. Our speakers routinely represent some of the area's top talent in human resources, and drive many participants to the conference. We expect over 300 participants to join us for the 2012 Forum. If you would like to see a list of last year's participants, please let us know.

We have enclosed our Exhibitor Packages, a map of the conference space, a Registration and Payment sheet, and an Exhibitor Contract. The exhibitor hall will be open from 7:30am-3:00pm. If you are interested in exhibiting, please return the Exhibitor Agreement and Registration and Payment sheets to the PEBA office. Our mailing address is 1528 Walnut Street, Suite 420, Philadelphia, PA 19102 and our fax number is (215) 735-9479. **Booth assignments will not be finalized until payment is received.** Once your payment is received, you will receive an exhibitor information packet, which will include directions for shipping your conference materials to Reber-Friel, as well as information for arranging power, internet access, etc in early March 2012.

As an added bonus to our exhibitors, we will be offering two Free Tickets to the Forum-which you can use to bring extra exhibitor staff, or invite clients to attend the Forum-if you reserve and pay for your Forum Booth by January 13, 2012.

If you have any questions or concerns, please contact Susan DeMinico at (215) 735-9435 or via email at deminico@peba.org.

We look forward to seeing you at the 2012 Forum!

Susan DeMinico
Executive Director

Exhibitor Packages: To help you select your booth, please note the food and beverage stations on the conference hall map, as well as the one entranceway in the lower left hand corner of the hall.

Exhibitor Fees	
Premium Booths <ul style="list-style-type: none"> ▪ Located in high traffic areas or near food/coffee ▪ Booths 1,11,14,16,17,21, 24, 30, 31, 39, 42, 51 & 52 ▪ Standard Exhibitor Package 	\$1000
Standard Booths <ul style="list-style-type: none"> ▪ 2-10;15;18-20;25-29;32-38;43-50;53-55 ▪ Standard Exhibitor Package 	\$800
Upgrades	
Advertising Space <ul style="list-style-type: none"> ▪ Drive traffic to your booth by providing a sign in high traffic areas 	\$750
Conference Bag Insert <ul style="list-style-type: none"> ▪ Insert your 8.5" x 11" promotional material in the attendee conference bag. (Subject to weight limits and approval) 	\$500
Advertising Space and Conference Bag Insert <ul style="list-style-type: none"> ▪ \$250 discount for purchasing both! 	\$1000

Standard Exhibitor Package Includes:

- ☞ Two (2) Forum Passes for Booth Personnel
- ☞ Lunch for booth personnel with conference attendees
- ☞ One-time use of conference attendee address mailing list after the Forum
- ☞ Ability to attend any conference sessions of the exhibitor's choice
- ☞ Company and booth personnel listed in the Day-of-Program Brochure (if provided by deadline given upon returning contract)
- ☞ Company's website link on the PEBA website for 30 days after the Forum
- ☞ 6' x 10' exhibit space
- ☞ Pipe, drape, identification sign, 6' skirted table, 2 chairs, and a wastebasket

Registration and Payment

Exhibitor 1	Exhibitor 2
Name:	Name:
Title:	Title:
Company:	Company:
Phone:	Phone:
Email:	Email:

Additional attendees must register as regular conference participants at the \$200 rate. Register by January 13th and get two additional booth personnel free! Please contact PEBA at (215) 735-9435 if you have any questions.

➡ **Exhibit Booth \$ _____**

Booth – Pick three in order of preference.
(See enclosed floor plan)

1st _____
2nd _____
3rd _____

➡ **Upgrades \$ _____**

_____ Advertising Space - \$750
_____ Conference Bag Insert - \$500
_____ Advertising Space and Conference Bag Inserts - \$1000

TOTAL: \$ _____

PAYMENT

- Check enclosed.
- Please charge my credit card. Card Number: _____
- MasterCard Name on Card: _____
- Visa
- American Express Expiration Date: _____

Signature _____

Cancellation Policy

Cancellations must be received by February 1 to receive a full refund. Cancellations received between February 2 and March 1 will be charged 75%. No refunds will be given after March 1.

Send registration information via email to Susan DeMinico at deminico@peba.org or mail/fax to:
PEBA, 1528 Walnut Street, Suite 420, Philadelphia, PA 19102
Phone (215) 735-9479 Fax (215) 735-9479, www.peba.org

Exhibitor Agreement

Thursday, April 19th, 2012
7:30 A.M. – 3:00 P.M.

The Hilton on City Line Avenue
4200 City Line Avenue, Philadelphia, PA 19131

Company Name		
Address		
City	State	Zip
Contact Person		
Telephone	Fax	Email

Exhibitor space will be assigned in the order in which PEBA receives your **paid** registration. When requesting a specific location, PEBA will make every effort to assign you one of the booths you have indicated. If your requested space(s) is unavailable at the time your application is being processed, you agree to accept similarly located table(s) as assigned by PEBA. PEBA reserves the right to change exhibitor booth assignments without notice prior to the Forum date. Efforts will be made (but not guaranteed) to find similarly located tables. Reserved tables not paid for by March 15 will be released.

The undersigned agrees to hold PENJERDEL Employee Benefits & Compensation Association, Reber-Friel Company, and the Hilton harmless for any damages sustained or loss of any kind resulting from non-performance due to called strikes, wildcat strikes, terrorism, acts of God, or any other occurrence over which PEBA and its partners has no control.

The undersigned agrees to become an exhibitor at PEBA's 30th Annual Forum subject to the terms and conditions of the Agreement.

Name	Title
Signature	Date

PEBA
1528 Walnut Street, Suite 420
Philadelphia, PA 19102
Phone (215) 735-9435
Fax (215) 735-9479
www.peba.org
peba@peba.org