

Thank you for sponsoring the 2023 Northwest Summit for Financial Professionals (NWS). Saying this event wouldn't be possible without great sponsors isn't just hyperbole, its absolute truth! We hope the below information will answer your questions related to your sponsorship of the conference. In addition, please visit our resources tab on our website at www.northwestsummit.com.

NWS is working with Rhino Consulting to ensure you have the best sponsorship experience possible. We will be your point of contact for all conference logistics and can help you with any questions or special requests you have. If further assistance is needed, please contact the Rhino Consulting Team at events@consultrhino.com.

All sponsor items are due March 1, 2023. Items submitted after March 1st may result in a loss of benefits.

ALL YOU NEED TO KNOW ABOUT VENDOR BOOTHS

CONFERENCE "SWAG" BAG OPPORTUNITIES

- Responding to attendee feedback and being environmentally conscious Northwest Summit for Financial Professionals has eliminated conference swag bags and other branded sponsorship opportunities, i.e., water bottles, notepads, pens, etc.
- NWS will focus our efforts on increasing attendee traffic to the exhibit areas. We encourage sponsors to showcase traditional swag items and high-quality raffle favors at their booths.
- We are expecting between 100 – 150 attendees.
- Swag item at your booth are the discretion of the sponsor organization. If you chose to provide a raffle item, you can "award" the winner in one of two ways highlighted below. This will be coordinated onsite at the conference, no need to coordinate this in advance.
 1. Hold a "business card" raffle independently of NWS. Sponsor will take care of all items pertaining to the raffle (i.e. raffle winner selection, attendee announcement, coordinating award pick up, etc.).
 2. Provide NWS the raffle winner's name and our emcee will reveal the award during a general session announcement. An example of this announcement is "ABC Company has generously raffled a \$500 Amazon gift card; the winner is Jane Doe. Please visit ABC Company's booth to claim your prize."

VENDOR BOOTH INFORMATION

- One 6-foot-wide by 30-inch-deep banquet table with black floor length linen, 2 chairs, Wi-Fi access and a small waste basket will be provided. Booths will have a total of 7 feet width by 4 feet depth for booth materials. Please be sure all pop ups, posters and items stay within these boundaries.
- If electricity is needed for your display, please email events@consultrhino.com prior to March 1, 2023.
- For any additional AV needs, please email events@consultrhino.com to be connected with the Washington Athletic Club audio visual team.
- The exhibit area will be open to conference attendees on Thursday, May 18th at 7:00 a.m. PST.
- The vendor room will be open for exhibitors to set up their area on Thursday, May 18th from 6:00 a.m. - 7:00 a.m. PST. NWS requests all exhibit booths be set up before 7:30 a.m. on Thursday, May 18th.

- Tear down can begin after 5:00 p.m. on Thursday, May 18th.
- All items must be collected and removed by 6:30 p.m. PST on Thursday, May 18th. The Northwest Summit for Financial Professionals is not responsible for packaging or mailing any exhibit hall items.
- NWS has scheduled twenty-minute extended networking breaks as well as an extended networking lunch to maximize sponsorship exposure. All breaks and exhibit hall times are listed on the NWS website agenda.
- Booth location assignment process will begin after April 1, 2023. Assignment order will be determined by sponsorship level and date sponsorship confirmation was received. Due to the intimate nature of the NWS, no booth numbers are assigned. Booth tables will be marked with the company's name.
- Detailed view of the exhibit booth area is located on page 3.

VENDOR BOOTH SHIPPING INSTRUCTIONS

- **CRITICAL:** If you are shipping items for your booth to the Washington Athletic Club, please email events@consultrhino.com with tracking information and the number of packages being sent. Do not send materials more than 1 week prior to the conference.
- Vendor booth items should be sent directly to the Washington Athletic Club and should be addressed as follows:

Washington Athletic Club
 Attn: Katie Takahashi
 1325 Sixth Ave.
 Seattle WA 98101-1709

PLEASE HOLD FOR (INSERT YOUR IN-PERSON REP NAME HERE)
 (INSERT Contact Cell Number)

Group: NW Summit
 Date: May 18, 2023

MORE QUESTIONS

View our additional resources on our website at www.northwestsummit.com.

If you have a question that is not answered in the additional resource documents, please contact events@consultrhino.com.

Thank you again for sponsoring the 2023 Northwest Summit for Financial Professionals!

All sponsor items are due March 1, 2023. Items submitted after March 1st may result in a loss of benefits.

DRAFT GENERAL SESSION & EXHIBIT VENDOR BOOTHS MAP

Crystal Ballroom

