



2024 NDBA/SDBA
ANNUAL CONVENTION

Limitless

JUNE 3-5, 2024
Delta Hotel by Marriott | Fargo ND

SPONSOR
ADVERTISE
EXHIBIT

NDBA/SDBA Annual Convention

BUSINESS PARTNER INFORMATION

2024 NDBA/SDBA ANNUAL CONVENTION

The 2024 NDBA/SDBA Annual Convention will be held Monday through Wednesday, June 3-5, at the Delta Hotel by Marriott in Fargo, ND. The conference is the largest gathering of North Dakota and South Dakota bank executives you will see in 2024! More than 250 bankers and business partners are expected to register.

Join us at this event!

SPONSOR

ALL sponsorships include the following:

- Company logo placement on convention screen
- Recognition in convention program
- Company logo in convention registration materials
- Sponsor ribbons for on-site staff
- Verbal recognition at sponsored event

ADDITIONAL package inclusions at each sponsorship level:

DIAMOND (\$10,000)

- 6 complimentary convention registrations
- 2 complimentary golf hole sponsorships
- Full-page ad in convention program

PLATINUM (\$5,000)

- 3 complimentary convention registrations
- Half-page ad in convention program

GOLD (\$3,000)

- 2 complimentary convention registrations

SILVER (\$1,000)

- 1 complimentary convention registration

GOLF HOLE (\$1,000)

- 1 complimentary convention registration
- Sign at sponsored golf hole
- Opportunity to greet bankers on the golf hole

Sponsorships must be placed by March 15 to be listed in convention registration materials. To secure your sponsorship, fill out the business partner agreement and submit to NDBA. To discuss a sponsorship that best fits your company's needs, contact Dorothy Lick (dorothy@ndba.com) or Ann Reich (ann@ndba.com) with NDBA at 701.223.5303.

ADVERTISE

The convention program is an 8.5" x 11" booklet. All ads are in full color. Bleeds are not available.

Ad Sizes (width x height)

Full-Page Ad (7.5" x 10").....\$650

Half-Page Ad (7.5" x 4.75").....\$400

Advertising must be placed by May 1.

To secure your advertising spot, fill out the business partner agreement and submit to NDBA. Email high-resolution PDF, EPS or PNG file to lisa@ndba.com. Questions? Contact Lisa Dolajak, at 701.223.5303 or lisa@ndba.com.

CONVENTION AGENDA

(times are CDT and are subject to change.)

MONDAY, JUNE 3

2:00-5:00 pm	Exhibit Hall Setup
6:00 pm	Welcome to Fargo Party at Brewhalla

TUESDAY, JUNE 4

8:00-9:30 am	Breakfast with Bankers in the Exhibit Hall
11:00 am	Golf Tournament and Optional Afternoon Tours
5:15 pm	Emerging Leaders Reception
6:00-8:30 pm	Opening Party & Trade Show
8:30-9:30 pm	Exhibit Tear Down

WEDNESDAY, JUNE 5

7:30-8:45 am	NDBA/SDBA Business Breakfasts
9:00-noon	General Session
12:00-1:00 pm	Lunch
1:00-4:00 pm	General Session
4:30-6:30 pm	Reception 58502

Golf Tournament and Optional Outings

Details about the golf tournament and optional outings on Tuesday, June 4, will be available when convention registration opens on April 1.

Watch for more details.

EXHIBIT

Exhibit Hall Times

Set Up:	Monday	2:00-5:00 pm
Exhibit Hours:	Tuesday	8:00-9:30 am Breakfast in the Exhibit Hall 6:00-8:30 pm Opening Party
Tear Down:	Tuesday	8:30-9:30 pm

Exhibit Fees

NDBA/SDBA Member (sponsor)	\$1,000
NDBA/SDBA Member (non-sponsor)	\$1,500
Non-Member	\$2,000
Additional Exhibit Hall Pass	\$200 per person
Full Convention Registration	\$595 per person

SHOWCASE YOUR PRODUCTS AND SERVICES!

- 50 spaces available
- Table-top displays
- One complimentary registration
- No pipe and drape

Table-Top Display

You may choose a **covered 6' banquet table** or a **covered cocktail table** which would include room for a standing banner.

Exhibitor Attendee Registration

All exhibitors attending the convention must register. **Registration materials are expected to be released on April 1.** The exhibit fee includes one complimentary full convention registration, which covers all sessions and meals (golf and tours are additional). Additional exhibitor attendees must register for an exhibit hall pass (booth only) in order to staff the booth. An exhibit hall pass is \$200 per person. You can also purchase a full convention registration at \$595 per person to attend all convention events (golf is an additional fee).

Exhibit Hall Assignments

Space in the exhibit hall is limited, so register early to reserve your spot. NDBA/SDBA endorsed business partners and associate members receive priority through **March 15**. Non-member exhibit hall registrations will be processed after **March 15**. Fees and form must be submitted before exhibit space will be assigned. NDBA will acknowledge receipt of registration and exhibit hall assignments will be sent prior to the convention.

Prizes

Promote your company with a door prize at the Tuesday Opening Party.

Cancellation Policy

A refund of 50 percent will be given if exhibit hall cancellation is received in writing by May 9. Refunds on a case-by-case basis after May 9.

Exhibit hall space must be reserved by May 1.

To secure your space, fill out the business partner agreement and submit to NDBA. Questions, contact Jackie Bauer with NDBA at 701.223.5303 or jackie@ndba.com.

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Business Partner Agreement

Important Dates

March 15: NDBA/SDBA Business Partners receive priority through March 15. Non-member forms will be processed after March 15.

May 1: Return this form to be listed in onsite program.

June 4: Exhibit Hall - 8:00-9:30 am and 6:00-8:30 pm.

Company Name _____

Address _____

City _____ State _____ Zip _____

Website _____ Phone _____

☐ **YES! I would like to SPONSOR**

Sponsorship Levels:

- ☐ Diamond - **\$10,000**
- ☐ Platinum - **\$5,000**
- ☐ Gold - **\$3,000**
- ☐ Silver - **\$1,000**
- ☐ Golf Hole - **\$1,000**

(See sponsorship details on page 2)

☐ **YES! I would like to ADVERTISE**

- ☐ **Full-Page Ad: \$650**
- ☐ **Half-Page Ad: \$400**
- ☐ **Complimentary ad with sponsorship** (Diamond or Platinum)

(See advertising details on page 2)

☐ **YES! I would like to EXHIBIT**

Exhibit Fees:

- ☐ NDBA/SDBA Member (sponsor) - **\$1,000**
- ☐ NDBA/SDBA Member (non-sponsor) - **\$1,500**
- ☐ Non-Member - **\$2,000**
- ☐ Additional Exhibit Hall Pass - **\$200**

Number of additional exhibit hall passes _____

(See exhibitor details on page 3)

Exhibit Options:

- ☐ 6' covered banquet table or
- ☐ Covered cocktail table

Trade Show Representative _____

Phone _____

Email _____

Events Coordinator _____

Phone _____

Email _____

Additional Hall Passes

Name _____

Name _____

PAYMENT

Total Due: \$ _____

- ☐ Please invoice
- ☐ Check enclosed
- ☐ I'd like to pay by credit card (NDBA will call)

Return the completed form with payment to:

2024 NDBA/SDBA Annual Convention

PO Box 1438 | Bismarck ND 58502-1438

or email ndba@ndba.com

Attendee Registration

Registration materials and hotel information are expected to be released on **April 1**. Watch for more details at **ndba.com**. If you are a sponsor with a complementary registration, you must register the people who will be attending and using the comp registrations. Questions, contact NDBA at 701.223.5303.

QUESTIONS?

Contact Jackie Bauer at 701.223.5303
or jackie@ndba.com.

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June 3-5, 2024 | Fargo ND

2024 NDBA/SDBA Annual Convention Exhibit Hall Terms & Conditions Agreement



Agreement to Conditions: Each participating company (Company), for itself and its employees, agrees to abide by these conditions, it being understood and agreed that the sole control of the exhibit hall rests with the North Dakota Bankers Association (NDBA).

Exhibit hall Details: Either a covered 6-foot banquet table or a covered cocktail table will be provided by the North Dakota Bankers Association.

Assignment of Space: Exhibit space will be made on a first-come, first-served basis. NDBA and SDBA business partners will have priority for reserving space in the exhibit hall through March 15, 2024. NDBA's decision as to space allocation shall be final.

Payment: NDBA/SDBA Member (sponsor) \$1,000; NDBA/SDBA Member (non-sponsor) \$1,500; Non-member \$2,000 per exhibit hall space must accompany each application.

Cancellation: A refund of 50 percent will be given if exhibit hall cancellation is received in writing by May 9, 2024. Refunds on a case-by-case basis after May 9.

Liability: The North Dakota Bankers Association undertakes no duty to exercise care, nor assumes any responsibility for the protection and safety of the Company, its officials, agents or employees, or its representatives, or of property used in connection with the exhibit hall, from theft or damage or destruction by fire, accident or other cause. Small and easily portable articles shall be properly secured or removed after each exhibit hall hours and placed in safekeeping by the Company. Any protection exercised, in fact, by NDBA shall be deemed purely gratuitous on its part and shall in no way be construed to involve it in liability by the Company. The Company agrees to indemnify and hold the NDBA harmless from all such claims and from all claims or liability of any nature whatsoever arising from the activities of the Company or any of its representatives or from the property of the Company.

NDBA shall not be liable for the fulfillment of this agreement as to delivery of space, if non-delivery is due to any of the following causes: destruction of or damage to the building or the exhibit hall area by fire or act of God; acts of a public enemy; strikes; the authority of the law; or any cause beyond its control. NDBA will, however, in the event it is not able to hold a exhibit hall for any of the above named causes, reimburse Companies pro-rata on any rental fee paid, less any and all legitimate expenses incurred by NDBA for advertising and administration.

Insurance: In all cases, Companies wishing to insure their goods must do so at their own expense.

Protection of the Facility: Nothing shall be posted on, or tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the conference exhibit hall area without permission from the proper building authority. Packing, unpacking and assembly of exhibits shall be done only in designated areas and in conformity with the directions of the exhibit hall manager.

Installing and Dismantling: The specific requirements as to time for installation and dismantling of exhibits shall be supplied to each Company. Such requirements shall be binding upon the licensee as though fully set forth herein.

Default Occupancy: Any Company failing to occupy space contracted for is not relieved of the obligation of paying for such space at the full rental price. The North Dakota Bankers Association has the right to use such space as it sees fit to eliminate blank space in the exhibit hall, provided such space is not occupied one hour before the official show opening.

Use of Space: Company shall be shown only in the official exhibit hall area as established by the North Dakota Bankers Association. No Company shall use its exhibit in any manner so as to interfere with the operation of any other exhibit. The North Dakota Bankers Association shall be the arbiters of all disputes and its decision shall be final. No Company shall permit any other corporation or firm or its representatives to use the space allotted to them, nor shall they exhibit articles not manufactured or sold normally by them. Co-participation by any other corporation or firm or its representatives in space assigned to the original applicant must be by written permission of the North Dakota Bankers Association only and shall be subject to an additional charge of \$200 per day per additional participant for the run of the exhibit hall.

Conflicting Meetings & Social Activities: In the interest of the success of the entire conference, the Company agrees not to extend invitations, call meetings, or otherwise encourage absence of members or companies from the conference or exhibit hall area during the official hours of the conference. No Company may start to disassemble their exhibit prior to 8:30 pm on Tuesday, June 4, 2024. All exhibits must be removed from the exhibit hall by 9:30 pm on Tuesday, June 4, 2024. This agreement may be rescinded at any time without cause at the discretion of the North Dakota Bankers Association upon repayment of any fees advanced, less any expenses which may have been incurred by the NDBA.

Right of Refusal: The North Dakota Bankers Association expressly reserves the right to refuse exhibit hall space, without notice or hearing, to any applicant for exhibit hall space at any and all exhibit halls sponsored by NDBA or any and all exhibit halls occurring in conjunction with NDBA events.