

NAPEO 2025 Onsite Branding Reservation Form

COMPANY NAME

CONTACT

ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

ONSITE CONTACT NAME

CELL PHONE NUMBER

Onsite Branding Requests:

Please list all desired locations below. Positions are confirmed on a first-come, first-served basis upon receipt of a signed reservation form.

AMOUNT TOTAL

PLEASE NOTE NAPEO'S BRANDING AND PROMOTION TERMS & CONDITIONS

1. NAPEO Event Promotions are non-transferable and may not be shared, sublet, sold or reassigned in whole or any part without the written consent of NAPEO.
2. Due to the value and expense of all branding, no refunds are provided for cancellations. All reservations must be pre-paid.
3. NAPEO branding promotions are only considered reserved once a contract is signed and payment is received. Payment is expected within 5 days from the date of the invoice.
4. Credit card payments are accepted for amounts of \$7,500 or less, with a maximum credit card payment of \$7,500 per company per year.
5. Except as otherwise already agreed to by the Parties, if an in-person event is reorganized as a virtual event, in full or in part, the Parties shall work together in good faith to modify the opportunity as conditions warrant.
6. NAPEO reserves the right to modify events and related benefits to adapt to changing conditions.
7. NAPEO in its sole discretion makes decisions related to promotional items.
8. Companies must be members of NAPEO to invest in promotional items.
9. Early Bird Pricing and Artwork Deadline. Advertiser acknowledges receipt of early bird pricing, which is contingent upon submission of final artwork no later than Thursday, September 11, 2025. Artwork received after this date will be considered late, and a surcharge will apply as shown in the Onsite Branding Deck.
10. Onsite Branding Approval and Availability: All onsite branding is subject to final approval by the host hotel. If a selected location becomes unavailable, we will make every effort to provide an alternative onsite branding opportunity of equal or greater value, where feasible.
11. **Medallion Partner Credit Policy.** Medallion Partners with pre-allocated investments as part of their annual program will receive credit for the gross amount committed. Should total spending exceeds the credited amount, the balance will be invoiced accordingly.

Acknowledgment and Acceptance. By signing below, I acknowledge and accept NAPEO's Terms and Conditions. I understand that all sales are final and non-refundable. Additionally, I agree that late fees will be assessed for artwork submitted after the deadline of September 11, 2025.

SIGNATURE

DATE

PRINT NAME

TITLE

Billing & Artwork Contact (if different from above) *NAPEO will email invoice to billing contact. Payment must be received within 5 days to be confirmed.*

BILLING CONTACT

BILLING EMAIL ADDRESS

ARTWORK CONTACT

ARTWORK PHONE

ARTWORK EMAIL