OPEN AND FREE TO THE PUBLIC!

Twice a year, the National Congress of American Indians offers vendors and exhibitors a premiere opportunity to interact with tribal leaders, national native organizations, and other key figures working in Indian Country. Our marketplace provides the opportunity for a variety of booths ranging from health screenings to artists to federal employment recruiters and more. While conference attendees serve as the main audience, our marketplace is open to the public, giving exhibitors the opportunity to reach the greater community.
THE NCAI MARKETPLACE: FREQUENTLY ASKED QUESTIONS

HOW CAN I REGISTER FOR A BOOTH SPACE?
CLICK HERE TO REGISTER ONLINE AS AN EXHIBITOR.

WHERE WILL THE MARKETPLACE BE HELD?
NCAI’S 2019 ANNUAL CONVENTION & MARKETPLACE WILL TAKE PLACE AT:
ALBUQUERQUE CONVENTION CENTER
401 2ND ST NW
ALBUQUERQUE, NM 87102

HOW MUCH DOES A BOOTH SPACE COST?
SEE BELOW FOR OUR RATES.

<table>
<thead>
<tr>
<th>EXHIBITOR TYPE</th>
<th>RATE</th>
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</thead>
<tbody>
<tr>
<td>TRIBE</td>
<td>$850</td>
</tr>
<tr>
<td>INDIAN ARTS &amp; CRAFTS (RETAIL VENDORS ONLY; WHOLESALING IS NOT PERMITTED)</td>
<td>$850</td>
</tr>
<tr>
<td>NON-PROFIT ORGANIZATION OR EDUCATIONAL INSTITUTION</td>
<td>$1000</td>
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<tr>
<td>TRIBAL ENTREPRENEUR OR TRIBAL ENTERPRISE</td>
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<td>RESEARCHER</td>
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<td>$1900</td>
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<td>STATE/FEDERAL AGENCY</td>
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</tbody>
</table>

WHAT IS THE MARKETPLACE SCHEDULE?

MOVE-IN: SUNDAY, OCTOBER 20TH 1:00PM – 5:00PM
MONDAY, OCTOBER 21ST 9:00AM – 12:00PM

SHOW HOURS: MONDAY, OCTOBER 21ST 12:00PM – 5:00PM – OPEN TO THE PUBLIC!
TUESDAY, OCTOBER 22ND 9:00AM – 5:00PM – OPEN TO THE PUBLIC!
WEDNESDAY, OCTOBER 23RD 9:00AM – 5:00PM – OPEN TO THE PUBLIC!

MOVE-OUT: WEDNESDAY, OCTOBER 23RD 5:00PM – 9:00 PM

INDIAN ARTS & CRAFTS POP-UP MARKET (OPTIONAL EVENT FOR INDIAN ARTS & CRAFTS EXHIBITORS ONLY)
THURSDAY, OCTOBER 24 8:00AM-5:00PM
FRIDAY, OCTOBER 25 8:00AM-12:00PM

HOW DOES THE NCAI EXHIBITOR REGISTRATION PROCESS WORK?
1. APPLICATION: COMPLETE THE ONLINE REGISTRATION APPLICATION AND AGREE TO ALL TERMS AND CONDITIONS.
2. PAYMENT: ONCE NCAI REVIEWS AND APPROVES YOUR APPLICATION, WE WILL PROVIDE INFORMATION ON HOW TO SUBMIT YOUR BOOTH PAYMENT.
3. CONFIRMATION: UPON RECEIPT AND PROCESSING OF YOUR FULL BOOTH PAYMENT, NCAI WILL THEN SEND A
THE NCAI MARKETPLACE:
FREQUENTLY ASKED QUESTIONS

CONFIRMATION OF YOUR BOOTH SPACE. PLEASE ALLOW 7 DAYS FOR PAYMENT PROCESSING.

WHAT IS INCLUDED WITH A BOOTH SPACE?
ALL BOOTHS ARE 8’ X 10’ AND COME WITH PIPE AND DRAPED BACK AND SIDES; ONE 6’ DRAPED TABLE; TWO CHAIRS; ONE WASTEBASKET; AND ONE ID SIGN WITH YOUR COMPANY/ORGANIZATION NAME.

HOW ARE BOOTH LOCATION ASSIGNMENTS DETERMINED?
NCAI’S POLICY IS TO PLACE EXHIBITORS ON A FIRST COME, FIRST SERVED BASIS FOR THOSE WHO HAVE BOTH SUBMITTED A REGISTRATION FORM AND COMPLETED THEIR BOOTH PAYMENT. BOOTHS ASSIGNMENTS ARE FINAL. PLEASE SEE THE COVENANT IN OUR EXHIBITOR REGISTRATION FORM FOR MORE INFORMATION.

WHEN WILL WE RECEIVE OUR EXHIBITOR KITS?
FOR ALL CONFIRMED EXHIBITORS WHO HAVE SUBMITTED AN APPLICATION AND FULL PAYMENT, THE MARKETPLACE DECORATOR WILL EMAIL THE EXHIBITOR PACKAGE CONTAINING FULL DETAILS ON THE EXHIBIT SPACE, SHIPPING, ETC. 3-6 WEEKS PRIOR TO THE START OF THE EVENT.

IS THE MARKETPLACE OPEN TO THE PUBLIC?
OUR MARKETPLACE IS OPEN TO THE PUBLIC FOR THE ENTIRE EVENT: MONDAY, OCTOBER 21 12:00PM-5:00PM, ALL DAY TUESDAY, OCTOBER 22ND AND WEDNESDAY, OCTOBER 23RD, AS WELL AS THURSDAY, OCTOBER 24TH 8:00AM-5:00PM AND 8:00AM-NOON FRIDAY, OCTOBER 25TH FOR THE POP-UP INDIAN ARTS & CRAFTS MARKET. FEEL FREE TO INVITE FRIENDS, FAMILY, COLLEAGUES, AND YOUR NETWORKS TO ATTEND!

CAN EXHIBITORS ATTEND OTHER PARTS OF THE CONFERENCE?
EXHIBITOR REGISTRATION DOES NOT INCLUDE CONFERENCE REGISTRATION. EXHIBITORS MUST SEPARATELY REGISTER AS CONFERENCE ATTENDEES TO ATTEND ALL BREAKOUT SESSIONS AND GENERAL ASSEMBLIES. THERE ARE CONFERENCE EVENTS THAT ARE OPEN TO EVERYONE, INCLUDING FEDERAL CONSULTATIONS, FEDERAL LISTENING SESSIONS, THE WELCOME RECEPTION, AND CULTURAL NIGHT. FOR MORE DETAILS, PLEASE SEE THE CURRENT DRAFT CONFERENCE AGENDA ON OUR WEBSITE.

IS THERE A HOTEL BLOCK FOR THE EVENT?
NCAI HAS RESERVED A BLOCK OF DISCOUNTED HOTEL ROOMS AT THE DOUBLETREE BY HILTON ALBUQUERQUE AND THE HYATT REGENCY ALBUQUERQUE. FOR MORE INFORMATION ON GROUP RATES, THE CUT-OFF DATES, AND ONLINE LINKS TO MAKE YOUR RESERVATIONS, PLEASE VISIT OUR EVENT WEBPAGE AND CLICK ON THE “HOTELS” TAB.

OTHER QUESTIONS?
CONTACT NCAI’S MARKETPLACE COORDINATOR, HOLLY NAYLOR, AT hnaylor@ncai.org OR 202-466-7767 EXT 229.