

NCAI Exhibitor Registration - 74th Annual Convention & Marketplace (October 15-20, 2017)

Wisconsin Center
400 W Wisconsin Ave
Milwaukee, WI 53203

Show Hours: Open to the Public!

Monday, October 16: 9:00am - 5:00pm
Tuesday, October 17: 12:00pm - 5:00pm
Wednesday, October 18: 12:00pm - 5:00pm

Move-In/Registration Hours:
Sunday, October 15: 1:00pm - 5:00pm
Monday, October 16: 7:30am - 9:00am

Move-Out Hours:
Wednesday, October 18: 5:00pm - 8:00pm

Indian Arts & Crafts Opportunity, Not Required:
Tuesday, October 17: 5:00pm - 7:30pm
Thursday, October 19: 8:00am - 5:00pm
Friday, October 20: 8:30am - 12:00pm

* Required

For Questions:

Contact Lee Lovelace at llovelace@ncai.org
or (202)466-7767 x229
or visit the website at <http://www.ncai.org/events/2017/10/15/74th-annual-convention-marketplace>

1. **Contact person:** *

2. **Email:** *

3. **Name of Organization, Company, or Tribe
(name will be used for signage purposes)** *

4. **Mailing address:**

5. **City:**

6. **State:**

7. **Zip Code:**

8. **Booth Contact Name #1 ***

9. **Booth Contact Name #2**

10. **Additional Booth Contact Names**

11. **Telephone: ***

12. **On-site phone number (for emergency purposes) ***

13. **Fax:**

14. **Website (if provided, this link will be shared publicly):**

15. **Twitter handle:**

16. **Facebook URL:**

17. Booth type? **Mark only one oval.*

- \$750 Tribe
- \$750 Indian Arts & Crafts
- \$900 Non-Profit Organization of Education Institution
- \$1,000 Tribal Enterprise or Tribal Entrepreneur
- \$1,800 Corporation
- \$1,800 State/Federal Agency

18. Would you be interested in giving up to a 5 minute speech advertising your booth to the marketplace attendees? **Mark only one oval.*

- Yes
- No

Covenant

This application for exhibit space was made and entered by and between The National Congress of American Indians, hereinafter referred to as "NCAI," and "Exhibitor." Application for space and its acceptance constitutes a contract to use the space assigned. NCAI retains the right to assign and/or change exhibit locations for the best interests of the Organization. The Exhibitor indemnifies and agrees to hold harmless NCAI and the Wisconsin Center, their officers, directors, employees, and agents, from and against any actions, losses, costs, damages, claims, and expenses (including attorney's fees) arising from any damage to property or bodily injury to Exhibitor, his agents, representatives, employees by reason of the Exhibitor's occupancy or use of the exhibition facilities. In accordance with these rules and regulations governing exhibits for the 2017 Annual Conference & Marketplace, the undersigned makes application for exhibit space and encloses the full fee for each space requested.

19. Do you agree to the terms of the covenant? If yes, please type your name as a digital signature. (You must agree to the terms in order to be approved as an exhibitor.) *

Please Note: Photo & Video Authorization Release

I consent to this photo & video authorization. Therefore, I also grant permission for my name to appear on marketing collateral utilizing electronic and print photos and video footage. Further, I hereby relinquish any interests and rights to photographs and video collateral recorded by NCAI and its partners.

20. Do you authorize NCAI, and its partners, to record and photograph you and your booth? If yes, please type your name as a digital signature. (You must agree to the terms in order to be approved as an exhibitor.)

21. Can you provide a brief description of your booth (in 50 words or less) that may be used publicly?

Please Note: Refund Policy

When signed Exhibitor Contract and PAYMENT is received, you will receive your exhibitor packet from NCAI's designated Trade Show Decorator. This packet will include information on shipping, ordering of electricity, phone lines, etc. Convention expenses are used to defray NCAI operating costs. Therefore it is NCAI's policy NOT TO REFUND Exhibitor Contract fees for any reason including cancellation. ***If arts or craft items are left in the trade show booth area after closing of the trade show each day, you do so at your own risk, and NCAI will not be responsible for any thefts, lost items or damage.***

Please Note: American Indian Arts Act

The Indian Arts and Crafts Act of 1990 (P.L. 101-644) is a truth-in-advertising law that prohibits misrepresentation in marketing of Indian arts and crafts products within the United States. It is illegal to offer or display for sale, or sell any art or craft product in a manner that falsely suggests it is Indian produced, an Indian product, or the product of a particular Indian or Indian Tribe or Indian arts and crafts organization, resident within the United States. For a first time violation of the Act, an individual can face civil or criminal penalties up to a \$250,000 fine or a 5-year prison term, or both. If a business violates the Act, it can face civil penalties or can be prosecuted and fined up to \$1,000,000.

Under the Act, an Indian is defined as a member of any federally or officially State recognized Indian Tribe, or an individual certified as an Indian artisan by an Indian Tribe.

All products must be marketed truthfully regarding the Indian heritage and tribal affiliation of the producers, so as not to mislead the consumer. It is illegal to market an art or craft item using the name of a tribe if a member, or certified Indian artisan, of that tribe did not actually create the art or craft item.

More information: <https://www.doi.gov/iacb/act>

Payment by credit card?

To pay by credit card, please call Holly Naylor at (202)466-7767 to provide your information. A receipt will be e-mailed to you once the transaction has occurred. Please allow one week for your transaction to process.

Payment by check or other?

Mark in memo "Booth Fee" Attn: Lee Lovelace

Mail payment to:
NATIONAL CONGRESS OF AMERICAN INDIANS
1516 P St. NW
Washington, DC 20005

