

EXHIBITORS & SPONSORS

SEPTEMBER 18-21, 2023

2023 ANNUAL MEETING

NATIONAL ASSOCIATION OF STATE FORESTERS





Join us in Louisiana

The National Association of State Foresters (NASF) has convened State Foresters and their partners at our annual meeting every year since 1920. Attracting more than 200 forestry and wildland fire leaders, this meeting offers extraordinary networking opportunities with key decision-makers.

The Louisiana Department of Agriculture and Forestry (LDAF) is proud to host the 2023 NASF Annual Meeting September 18-21 in Baton Rouge, Louisiana. This year's theme, "Getting the Work Done," reflects both the working forests of our host state as well as a universal sense of urgency for the forestry sector.

New federal funding opportunities promise historic levels of investment in forests, while workforce capacity and forest market limitations define what work can be done. State forestry agencies value partnerships, and partners overcome limitations.

Valued partners include sponsors and exhibitors – your solutions help State Foresters get the work done. Don't miss the opportunity to support the 2023 NASF Annual Meeting!

To be recognized as an exhibitor or sponsor in meeting print materials, please make your commitment by August 11, 2023.

Exhibitor and sponsorship inquiries should be directed to NASF Policy Coordinator Eli Lewis at elewis@stateforesters.org.

**Register as an exhibitor, sponsor,
or Friend of Forestry at
www.stateforesters-2023.eventbrite.com**



Support Our Annual Gathering

Information For Sponsors and Exhibitors

There are several ways you can support the 2023 NASF Annual Meeting in Louisiana. In addition to four levels of meeting sponsorship, NASF offers opportunities for exhibitors, meeting-goers, and other NASF partners to contribute directly to the meeting's success:

SPONSORSHIP LEVELS						
   						
CONTRIBUTOR LEVELS						
BENEFITS	WALNUT STARTING AT \$15,000	CHESTNUT STARTING AT \$10,000	OAK STARTING AT \$5,000	PINE STARTING AT \$3,000	EXHIBITOR \$1,750	FRIEND OF FORESTRY \$100 - \$1,500
CONFERENCE EVENT SPONSORSHIP	Premium event	Standard event				
RECOGNITION IN PROGRAM	Full-page logo or ad	Half-page logo or ad	Quarter-page logo	Quarter-page logo		
RECOGNITION IN NASF NEWS	✓	✓	✓	✓		
EXHIBIT SPACE	One exhibit space in prime location	One exhibit space in prominent location	✓		✓	
COMPLIMENTARY REGISTRATION	x4	x3	x2	x2	x1	
UP TO 2 INSERTS IN MEETING MATERIALS	✓	✓	✓	✓	✓	
MEETING SIGNAGE	✓	✓	✓	✓	✓	✓

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GO TO WWW.STATEFORESTERS.ORG FOR MORE INFORMATION





Information For Sponsors

Walnut

Starting at \$15,000 – Recognition in meeting program with full-page-sized logo or ad; Recognized as Walnut-level sponsor in promotional communications (including at least one press release); Exclusive sponsorship of a premium conference event (with signage denoting sponsorship); Up to two inserts in meeting materials packet; One exhibit space in prime location (\$1,750 value); Four full conference registrations (\$3,000 value).

Chestnut

Starting at \$10,000 – Recognition in meeting program with half-page-sized logo or ad; Recognized as Chestnut-level sponsor in promotional communications (including at least one press release); Sponsorship of any standard event such as breaks (with signage denoting sponsorship); Up to two inserts in meeting materials packet; One exhibit space in prominent location (\$1,750 value); Three full conference registrations (\$2,250 value).

Oak

Starting at \$5,000 – Recognition in meeting program with quarter-page-sized logo; Recognized as Oak-level sponsor in promotional communications (including at least one press release); Up to two inserts in meeting materials packet; One exhibit space (\$1,750 value); Two full conference registrations (\$1,500 value).

Pine

Starting at \$3,000 – Recognition in meeting program with quarter-page-sized logo; Recognized as Pine-level sponsor in promotional communications (including at least one press release); Up to two inserts in meeting materials packet; Two full conference registrations (\$1,500 value).

Information For Exhibitors

The fee to exhibit at this year's annual meeting is \$1,750. This fee includes one (1) complimentary meeting registration, one (1) exhibitor booth, and (1) one flyer and/or (1) one swag bag item for inclusion in the conference registration materials.

Meeting registration includes all provided meals during the meeting and offers admission to all of the meeting's sessions and the Field Tour. Each additional exhibitor attending the meeting must purchase an "Additional Exhibitor Staff Registration" at a discounted rate of \$550.



Conference & Hotel Information

Shipping Information

If you intend to ship exhibit items or items for inclusion in the meeting registration materials directly to the hotel, they should arrive to the following address no earlier than September 15, 2023:

Hilton Baton Rouge Capitol Center
Attn: Savannah May (NASF Annual Meeting 9/18-9/22)
Your Name & Date of Arrival
201 Lafayette Street
Baton Rouge, LA 70801
(If sending multiple deliveries include: Box X of #)

Please note that the hotel does not accept shipments on the weekend. Additionally, if you anticipate a large shipment, please contact the hotel to make arrangements.

You may ship and store up to 10 boxes under 30 lbs free of charge. Additional packages will be charged \$10 per box. Any shipment over 30 lbs will incur a fee of \$150. Packages stored 4 days or more will be assessed an additional \$10 storage fee per box per day. Please refer to the appended shipping document for additional information.

Exhibition Information

Exhibition hours will be from 8 am to 5 pm each day of the conference, aside from Thursday which will see abbreviated hours due to a field tour. There will be additional time before and after the conference to set up and break down exhibits.

For A/V needs, please refer to the appended form for pricing and supplementary information. Contact Joseph LeGrange at joseph.legrange@encoreglobal.com with any technical questions.

For other exhibition questions, please contact NASF Policy Coordinator Eli Lewis at elewis@stateforesters.org

EXHIBITION HOURS

Monday, September 18

12 pm CT to 5 pm CT – Set up only

Tuesday, September 19

8 am CT to 5 pm CT

Wednesday, September 20

8 am CT to 5 pm CT

Thursday, September 21

5 pm CT to 7 pm CT

Friday, September 22

7 am CT to 11 am CT – Break down only



Support the NASF Foundation

Become A Friend of Forestry

Not able to sponsor or exhibit at this year's meeting? Whether you attend the meeting or not, you can still show your support for state and private forestry! Meeting goers (and even those who can't make it to Baton Rouge in September) can support the NASF Foundation with donations ranging from \$100 to \$1,500.

Friends of Forestry contributions will be recognized with signage prominently displayed in the most heavily trafficked meeting areas, like the onsite registration desk. To make sure your Friend of Forestry contribution is recognized, please make your donation via our meeting registration website no later than August 25 to guarantee meeting signage.

Donate To The Silent Auction

One of the most beloved components of the State Foresters' annual meeting each year is the NASF Foundation's Silent Auction. This annual event supports NASF's work to represent state and private forestry interests in Washington, D.C., through a variety of meaningful programs. By participating in the Silent Auction, you ensure that your great state or organization contributes to ongoing national initiatives that make a real difference for your forests at home.

Consider donating an item (or two, or three!) to this year's Silent Auction. (Please note we cannot accept donations of alcohol this year.) You can either bring your Silent Auction item(s) with you to Hilton Baton Rouge Capitol Center or ship the item(s) ahead of the meeting. Shipping instructions will be published on NASF's website at: stateforesters.org/event/nasf-2023-annual-meeting/

Prior to mailing your item, please email (1) a brief description of your item, including any noteworthy information such as the item's significance to your state, who made it, etc., and (2) its approximate monetary value to Katie Forman-Cook, the executive director for the NASF Foundation, at kathryn.formancook@gmail.com.



GO TO WWW.STATEFORESTERS.ORG FOR MORE INFORMATION





BATON ROUGE CAPITOL CENTER

Shipping/Receiving Credit Card Authorization Form

Guest/Company Name: _____

Group/Event Name: _____ Date of Event: _____

I irrevocably authorize my credit card to be used for the following services at the Hilton Baton Rouge Capitol Center.

Schedule of Shipping Charges

Boxes/packages may be sent a maximum of 72 hours prior to group arrival and must be marked with: **Responsible Party's Name, Convention Services Manager's Name, Group/Event Name, and Group/Event Date.** All incoming boxes will be charged as noted below. Packages stored 4 days or more will be assessed an additional \$10 storage fee per box per day. All deliveries must be coordinated with hotel personnel prior to function date.

Receiving Charge		Shipping/Outgoing Charge	
Under 30 lbs. – up to 10 boxes/packages	Complimentary	Under 30 lbs. – up to 10 boxes/packages	Complimentary
Additional boxes/packages	\$10 each	Additional boxes/packages	\$10 each
31 to 200 lbs (large freight)	\$150	31 to 200 lbs (large freight)	\$150
Each additional 200 lbs	\$150	Each additional 200 lbs	\$150

- Customer is responsible for actual shipping charges incurred.
- Taxable @ 10% in addition to above charges.
- Shipping and Receiving hours are Monday-Friday, 7:00am – 11:00am, 11:30am-2pm.

Charges will be placed on master account unless otherwise directed. Hotel will not be responsible for any damages or loss to any packages or boxes. Hotel will assist in the return of packages but will not assume any responsibility of shipping costs or delivery, and items must be packaged and labeled by Group for return.

# of Boxes being Received (Weights Included)	
# of Outgoing Boxes (Weights Included)	

Credit Card Type: _____ Credit Card #: _____ Exp Date: _____

Company Name: _____

Name on Card: _____

Billing Address: _____

City, State, Zip: _____

Phone Number: _____

E-mail: _____

Signature: _____ Today's Date: _____

I warrant and represent that I am authorized to agree that charges for this event are posted to this credit card. This credit card authorization form must be completed in its entirety to secure shipping/receiving requests.

Return form to: Savannah May @ savannah.may@hiltonbr.com

Hilton Baton Rouge Capitol Center
201 Lafayette Street
Baton Rouge, LA 70801
Phone: 225-344-5866 / Fax: 225-906-0595



Vendor Credit Card Authorization Form

National Association of State Foresters (NASF)

I, _____ hereby authorize the Hilton Baton Rouge Capitol Center, Baton Rouge, Louisiana, to charge my credit card account for payment of the audio visual equipment charges as indicated below for use during the conference.

Items Available	Date(s) Needed	Check Items Needed
Electricity Advance Order: \$25.00++ per day		
32" Video Monitor: \$205.00++ per day		
Wireless Internet: \$25.00++ per day		
Electricity Day of Order: \$25.00++ per day <u>plus</u> \$10.00 Day of Fee		
Exhibitor Tables: \$35.00++		Please specify the amount here:

**** ++ indicates 24% service charge and 9.95% sales tax**

Credit Card Type: _____ **Credit Card #:** _____ **Exp Date:** _____

Company Name: _____

Name on Card: _____

Billing Address: _____

City, State, Zip: _____

Phone Number: _____

E-mail: _____

Signature: _____ **Today's Date:** _____

I warrant and represent that I am authorized to agree that charges for this event are posted to this credit card.
This credit card authorization form must be completed in its entirety to secure the requested AV equipment

Please email this form directly to **Savannah May at savannah.may@hiltonbr.com** at the Hilton Baton Rouge Capitol Center to process your request.

Hilton Baton Rouge Capitol Center
201 Lafayette St.
Baton Rouge, LA 70801
Fax: 225.906.0595
Phone: 225.344.5866