

nema

*NEW ENGLAND
MUSEUM ASSOCIATION*

Marketing Opportunities at NEMA's

**Annual Conference
November 9-11, 2016
Mystic, CT**



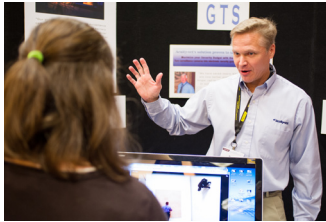
Presented by



Marketing Opportunities Abound at the 2016 NEMA Annual Conference!

Reserve your space today!

Thanks for your interest in the 98th Annual Conference of the New England Museum Association, the event that connects you with the vibrant and growing audience of museums and museum professionals in our region.



If you've never been a sponsor or exhibitor before, now's your chance to introduce your product or service to the New England cultural community – the strongest anywhere in the U.S. And the best way to alert them to your business is to talk with them directly – as a sponsor, exhibitor, or advertiser at the annual conference.

If you *have* been with us before, the 2016 conference offers plenty of exciting opportunities for visibility. From expanded advertising in the conference program to exclusive sponsorship of conference events, this year's conference will help give your business the star power it deserves.

As in past years, exhibit space and sponsorships are extremely limited, so reserve your space today. And remember – NEMA business members always receive priority for booth location, significant discounts, extra promotion at the conference, and year-round benefits of being part of our organization. So please consider joining; your membership makes us all stronger.

For information and reservations, contact Meg Winikates at 781-641-0013 or meg.winikates@nemanet.org.

See you in Mystic!



Exhibiting at NEMA is one of the best ways I stay connected to the museum community in New England. Every year a steady stream of friends and colleagues stops by -- great to catch up and learn about new projects.

—Brad Larson, Brad Larson Media, Inc., Museum Interactives for Post-visit Learning

I've exhibited at the NEMA conference for over 20 years. It's a great place to showcase the latest products and try out new ideas. Attendees actually enjoy the exhibits and are genuinely interested in what vendors have to offer. I've never come away from a NEMA conference without having learned something new. And being a New England company, I enjoy seeing what the museum community is doing at the local level.

—John Dunphy, Vice President & General Manager, University Products



Conference Vital Statistics

- Get the best value for your marketing budget at the country's largest regional museum conference – 900+ expected attendees!
- Museum decision-makers attending include executive directors, trustees, curators, conservators, registrars, exhibit preparators, museum shop directors, event managers, and sales/marketing supervisors.
- More than 25 special events available for sponsorship.
- 53 booths available in the exhibit area.
- 40-page conference program book gives you advertising exposure – including space on the much-used Floor Plan page!
- Located in scenic Mystic, CT.



The Gowrie Group team had a "wow" experience at the 2014 conference. What made it so fantastic was a combination of an energetic, professional NEMA staff who followed-through on all commitments and a genuinely engaged NEMA community. We were able to build real relationships by listening to and learning from this passionate community. We are excited to have already signed on as the Presenting Sponsor of the 2015 NEMA Conference, and look forward to bringing insurance solutions and trusted advice to museum leaders across New England for years to come. —Dan Cooney, Museum Insurance Specialist from Gowrie Group. 2014-2016 NEMA Presenting and Welcome Sponsor.

The NEMA conference is easily one of my favorite conferences to attend. The consistent high quality of presentations and events is a testament to both the eclectic attendees as well as the thoughtful NEMA staff.

All of which makes it an easy personal decision (and smart business decision!) to be a sponsor of the NEMA conference every year.

—Paul Orselli, Chief Instigator, POW! (Paul Orselli Workshop, Inc.)



Photos by Ken Kotch Photography
Cover Photo by Michael Melford,
courtesy of Mystic Country, Connecticut

SPONSORSHIP

Tell the museum world that you support it wholeheartedly. Become a NEMA conference sponsor and enjoy premier visibility with the region's most active museum professionals.

Presentation Level

Presenting & Welcome Reception Sponsor



Insurance • Benefits • Finance

Titanium Level \$2,500-\$5,000

Directors & Trustees Dinner \$2,500

(One sponsorship available)

Keynote \$5,000

(One sponsorship available)

A centerpiece of the NEMA conference is the Keynote Session, which all attend and appreciate. Your sponsorship puts you front and center with a high-impact event. You get name and logo signage at the event, plus the chance to welcome attendees personally. You'll enjoy presentation-level benefits as well (see chart on page 4).

Platinum Level \$1,500

Evening Events \$1,500

(Three sponsorships available)

NEMA's evening events are a great mix of business and pleasure – the perfect environment for a perfect sponsorship. As the evening's host, you get name and logo signage, plus the chance to welcome attendees personally. Evening event sponsors also enjoy platinum-level recognition which includes complimentary tickets to the event, complimentary enhanced program advertising, and discounted Exhibit Hall booth space (see chart on page 4).

Directors & Trustees Lunch \$1,500

(Two sponsorships available)

This exclusive event puts you in touch with top decision makers in New England museums. You get name and logo signage at the luncheon, plus the chance to welcome attendees personally. Enjoy all other

platinum-level benefits as well (see chart on page 4).

Professional Affinity Group Lunches \$1,500

(Multiple sponsorships available)

Be a part of the discussion! Sponsor one of our PAG lunches, the private sessions where professionals hear about current issues, trends, and news that affects them the most. You get exclusive name and logo signage at the lunch, plus the chance to welcome attendees personally. Enjoy all other platinum-level benefits as well (see chart on page 4).

Registration Area \$1,500

(One sponsorship available)

Put your company in the center of the action with a Registration Area sponsorship! Your company information and logo will be featured in signage in the registration area. Every conference attendee checks in here and returns often in this high traffic area! Enjoy all of the platinum-level benefits as well (see chart on page 4).

Career Growth Studio \$1,500

(One sponsorship available)

NEMA's Career Growth Studio is an intensive post-conference experience for mid-career museum professionals to build knowledge and networking to boost their careers. Your sponsorship helps make it happen. You get exclusive name and logo signage during the CGS, plus the opportunity to welcome participants at the Friday evening networking event. Enjoy all other platinum-level benefits as well (see chart on page 4).

Gold Level \$1,000-\$1,300

Tote Bag \$1,000

(Three sponsorships available)

For 24/7 exposure throughout the conference (and beyond), nothing beats our tote bag sponsorship. Your organization name and logo are featured prominently on the conference tote bag used by attendees for session literature. Other gold-level recognition includes complimentary advertising in *New England Museums Now*, listing in the popular *NEMA Marketplace*, and link to your website (see chart on page 4).

Bookstore \$1,000

(One sponsorship available)

Put your company in the center of the action with a Bookstore sponsorship! Your company information and logo will be fea-

tured in signage at the Bookstore, next to the Registration Area. Every attendee comes through this high traffic area. Enjoy all other gold-level benefits as well (see chart on page 4).

Lanyards \$1,000

(One sponsorship available)

Stay close to their hearts by sponsoring our conference name badge lanyards. Your organization name and logo are featured along with NEMA's on the name badge lanyards worn by all attendees. Enjoy all other gold-level benefits as well (see chart on page 4).

Mobile App \$1,000

(Three sponsorships available)

NEMA's mobile app for the conference includes the complete conference program, maps and discounts for restaurants and attractions in Mystic, and interactive games and activities to engage conference attendees. Get your company information downloaded directly to attendees' mobile phones! Plus, enjoy all gold-level benefits (see chart on page 4).

Pre-Conference Networking Event \$1,000

(One sponsorship available)

Welcome early arrivals at our ever popular pre-conference networking event Tuesday evening. Your organization name and logo are featured prominently at the event, and you have the opportunity to say a few words of greeting. Enjoy all other gold-level benefits as well (see chart on page 4).

Newcomers' Reception \$1,200

(One sponsorship available)

Welcome first-time conference attendees by sponsoring our popular Newcomers' Reception, designed especially for tomorrow's museum leaders. Your organization name and logo are featured prominently at the event, and you have the opportunity to say a few words of greeting. Enjoy all other gold-level benefits as well (see chart on page 4).

Exhibit Hall Opening Reception \$1,300

(One sponsorship available)

Nothing gets attention like hosting a party, and the opening reception for the Exhibit Hall is definitely the place to be seen. Your organization name and logo are featured prominently at the event, and you have the opportunity to say a few words of greeting. Enjoy all other gold-level benefits as well (see chart on page 4).

(Continued on the following page.)

SPONSORSHIP

Silver Level

\$850

Welcome/Wake-Up Coffee \$850

(Three sponsorships available)

Get their day started off right, by hosting morning coffee and baked goods before the sessions begin. Your organization name and logo are featured prominently at the morning's wake-up station. Other silver-level recognition includes two conference registrations, complimentary program advertising, logo acknowledgement in *NEMA eNews*, and more (see chart below).

Snack Breaks

\$850

(Three sponsorships available)

Charge them up with high-energy snacks and coffee during our afternoon break. Your organization name and logo are featured prominently at the afternoon's snack station. Enjoy all other silver-level benefits as well (see chart below).

Exhibit Hall Closing Reception and Raffle

\$850

(One sponsorship available)

Take charge of the ever popular NEMA Raffle by hosting this reception! Your organization name and logo are featured

prominently at the event, and you have the opportunity to say a few words of greeting. Enjoy all other silver-level benefits as well (see chart below).

Bronze Level

\$700

(Multiple sponsorships available)

Our basic sponsorship level is anything but basic! Become part of the "in" crowd at conference, with signage and brochure distribution, program book recognition, complimentary registration, advertising discounts – even a link to your website from NEMA's.

		Titanium	Platinum	Gold	Silver	Bronze
	Presenting Sponsor	Keynote D&T Dinner	Evening Event D&T Lunch PAG Lunch Program Registration Area Career Growth Studio	Exhibit Hall Opening Tote Bag Pre-Conf Networking Event Newcomers Reception Lanyards	Exhibit Hall Closing Welcome & Wake-up Snack Breaks	Supporting
BENEFITS:	\$10,000	\$2,500+	\$1,500+	\$1,000+	\$850+	\$700+
<ul style="list-style-type: none"> Promotional materials in the registration packet given to all attendees 50% discount on a 1/6 page ad in the final program Complimentary registration for 1 representative Acknowledgment & company logo in the preliminary program & 50-word company description in the final program Acknowledgment in the June & September issues of <i>NEMA eNews</i> Acknowledgment on the NEMA website 						
<ul style="list-style-type: none"> Complimentary registration for 1 additional representative Complimentary 1/6 page ad in the final program book Registration mailing list prior or full conference registration mailing list after Logo in the June & September <i>NEMA eNews</i> 10% discount on an ad in the fall or winter issue of <i>New England Museums Now</i> 						
<ul style="list-style-type: none"> Complimentary small ad in <i>New England Museums Now</i> Complimentary one-year listing in the NEMA Marketplace Logo on the NEMA website with link to sponsor's website 						
<ul style="list-style-type: none"> Complimentary tickets for 2 reps to the sponsored event (if applicable) Acknowledgment at the evening event (if applicable) 25% off a booth in the Exhibit Hall, based on availability Complimentary 1/2 page ad in the final program and medium ad in <i>New England Museums Now</i> Complimentary tickets for 2 reps to the lunch (D&T Lunch Sponsor only) 						
<ul style="list-style-type: none"> 50% off a booth in the Exhibit Hall, based on availability 2 complimentary tickets to the welcome event (excludes the D&T Dinner) Complimentary ad in <i>NEMA eNews</i> (June or September) Complimentary tickets for 2 reps to the Directors & Trustees Dinner (D&T Dinner Sponsor only) 						
<ul style="list-style-type: none"> Complimentary booth, based on availability Company logo placed prominently on the map located in the final program Complimentary cycle of ads in <i>NEMA eNews</i> (4 ads); large ad in <i>New England Museums Now</i>; and full-page advertisement in the final program Complimentary full-page ad in the preliminary program 						

Important Dates:

- July 22: Last day to be listed in the Preliminary Program
- September 1: September *NEMA eNews* deadline
- September 9: Fall *New England Museums Now* deadline
- October 7: Final Program book deadline

EXHIBIT HALL

Put your company in the center of the action! The exhibit hall is the place to be for one-on-one interaction with conference attendees. And we make sure the exhibit hall is a lively place. Whether it's the opening reception, where attendees enjoy elegant passed hors d'oeuvres, promotion of between-session visits, the popular demonstration station, or the closing reception offering attendees great raffle prizes, we do our part to help your sales.

Exhibit Booth Fees:

Member Rates

Booth Size	By Aug. 5	Aug. 6 or later
8' x 6' booth	\$815	\$980
10' x 8' booth	\$920	\$1,095

Non-Member Rate

(Reservations only accepted starting Aug. 6)

8' x 6' booth	\$1,140
10' x 8' booth	\$1,260

Payment Schedule:

By August 5: Reservations require a 50% deposit.
 After August 6: Reservations require payment in full.
 By September 23: Full payment due; booth may be reassigned if payment is not received.

Cancellations:

Booth cancellations must be in writing. If received prior to August 31, there will be an 80% refund. Cancellations after this date will not be refunded unless a fully paid substitution is secured, at which point an 80% refund will be granted.

Exhibit Hall Schedule

NEMA reserves the right to modify exhibit hall hours and events in order to meet programming and conference needs.

Wednesday, November 9

6:00-8:00 pm Exhibitor Set-Up

Thursday, November 10

7:30 am - 6:00 pm Exhibit Hall Open to Exhibitors
 8:00 am Exhibit Hall Opens
 8:00-9:00 am Coffee in Exhibit Hall*
 10:30-11:00 am Coffee in Exhibit Hall*
 12:30-1:30 pm Box Lunch Distributed in Exhibit Hall
 2:30-3:00 pm Coffee in Exhibit Hall*
 4:45-5:45 pm Exhibit Hall Opening Reception*
 6:00 pm Exhibit Hall Closes

Friday, November 11

8:00 am - 3:30 pm Exhibit Hall Open to Exhibitors
 8:00 am Exhibit Hall Opens
 8:00-8:45 am Coffee in Exhibit Hall*
 10:15-10:45 am Coffee in Exhibit Hall*
 12:15-1:00 pm Exhibit Hall Raffle Prizes & Closing Reception*
 1:15 pm Exhibit Hall Closes
 1:15-6:30 pm Exhibit Hall Move-Out

*No other programs or events will occur at this time.

Exhibit Booth Fee Includes:

- Full registration for two company representatives. (Additional representatives may register at the member rate.)
- Discount on program book advertisements. (business members only)
- Listing in program book (company contact information and 50-word company description).
- Company contact information listed in the winter issue of *New England Museums Now*.
- Complimentary Box Lunch on Thursday (you must register for your box lunch).
- Complimentary coffee for exhibitors during exhibit hall hours.
- A complimentary conference registration list about 2 weeks prior to conference.
- Complimentary WiFi
- Admission to conference sessions.

Booth Specifications:

Each booth includes:

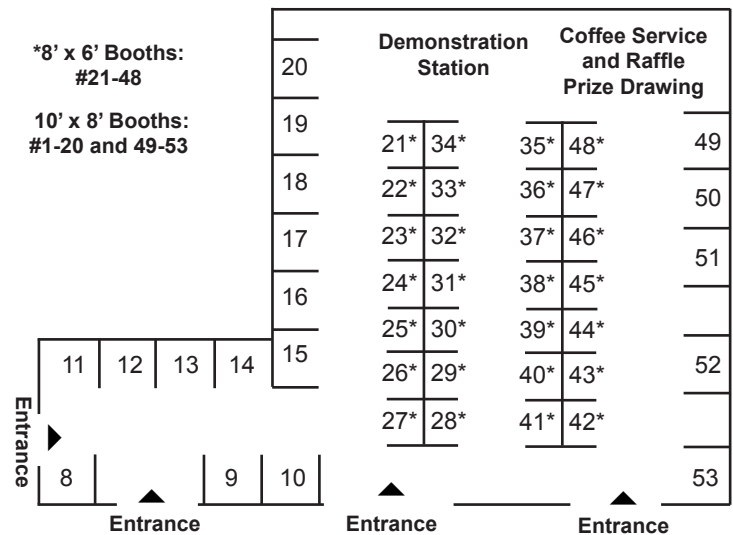
- 8' high back wall; 3' high side rails
- 6' skirted table with 2 chairs
- 1 wastebasket
- 1 Exhibitor ID sign (7" x 44") — with NEMA Member recognition (if applicable)

All electrical connections will be arranged with and billed by PSAV, the hotel's audio/visual company. Electrical connections starts at \$50 per day. The Exhibit Hall is carpeted.

Exhibit Hall Floor Plan

NEMA reserves the right to modify the exhibit hall layout in order to meet program and conference needs.

There are 53 booths in the exhibit hall:



Registration

1	2	3	4	5	6	7
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EXHIBIT HALL

Exhibit Booth Assignment:

NEMA Business Members Only! Until August 5, 2016, only reservations with deposits from **current Business Members** will be processed. Beginning August 6, reservations will be processed in the order received. Every effort will be made to honor first-choice locations, but preferred booths are not guaranteed. Requests without a deposit will not be honored until payment is received.

Exhibit Hall Set-Up and Move-Out:

Booth set-up: Wednesday, November 9, 6:00-8:00 pm

Booth move-out: Friday, November 11, 1:15-3:30 pm

Please note: Booths must be staffed during Exhibit Hall hours. Exhibitors dismantling booths before 1:15 pm on Friday, November 11, will be charged a \$100 fee unless prior arrangements have been made.

Official Exhibit Hall Service Contractor:

SER Expositions Services, Inc., 35B New Street, Worcester, MA 01605;

Phone: 508-757-3397; Fax: 508-757-9136; www.serexpo.com. An exhibitor kit detailing available services and their costs will be mailed in the early fall.

Shipping Arrangements:

All arrangements for shipping and receiving booth materials must be handled by the exhibitor. Details on shipping will be included in the exhibitor's kit from SER. All boxes/crates must be sent directly to SER by prior arrangement. All other shipments are at the exhibitor's risk. Box deliveries to the hotel will be assessed a handling fee determined by weight by the hotel.

Hotel:

Mystic Marriott Hotel & Spa, 625 North Road, Route 117, Groton, CT 06340; Phone: 860-446-2600. Room rates begin at \$149 (single or double). Reservations must be made by October 18, 2016 to guarantee conference rates. Make sure to mention that you are attending the NEMA Conference.

Rules & Regulations:

(A complete list will be mailed when you reserve a booth.)

- Exhibits must not project beyond the space allocated or obstruct the view of other exhibitors.
- Free-standing booths must fit the dimensions of Exhibit Hall booths.
- The exhibitor must handle all necessary arrangements for shipping & receiving booth materials.
- Exhibit booths must be staffed during Exhibit Hall hours.
- Subleasing/sharing of exhibit space is not allowed.
- Exhibitors agree to indemnify and hold harmless NEMA and the Mystic Marriott Hotel & Spa from any claims of liabilities, losses, damages and expenses that may occur from accidents, injuries, fire, theft or any other cause.

Additional Opportunities

Demonstration Station in Exhibit Hall

Back by popular demand — the Demonstration Station. Here, conference attendees will learn the latest tips and techniques from top museum professionals in 30-minute how-to demonstrations. It's just one more reason for attendees to visit the Exhibit Hall and one more opportunity for you to make contact.

Do you have an idea for a hands-on presentation in the Demonstration Station? Let us know by contacting BJ Larson at 781-641-0013 or bj.larson@nemanet.org

Registration Packet Inserts

NEMA Business Members Only! Include your flyer or brochure in the registration packet that is handed to each conference attendee upon arrival. The business member rate for this opportunity is \$200. Business member exhibitors receive a reduced rate of \$100. If you would like to be included, please contact the NEMA office before September 30, 2016.

Spotlight Your Company—Be a Part of the NEMA Raffle!

Don't miss this chance to join the fun—NEMA's prize-giving ceremony at Thursday's closing reception is very entertaining! Bring your company into the spotlight, raffle a company product or service, or choose a different gift that NEMA attendees will hope to win! You do not have to be an exhibitor to be a part of the raffle. Please contact NEMA for more information about donating a prize.

Past Exhibitors and Sponsors

42 Design Fab Studio Inc
Acuity/GTS
Alexander Haas
Art Shipping International
Beyond Genocide
Bibliolabs
BPI
Brad Larson Media
Cambridge Savings Bank
Capitol Museum Services
Collector Services
Cooperstown Graduate Program
CreativeGround
Custom Museum Publishing, Inc.
Donnegan Systems
Dorfman Museum Figures
Enhance a Colour
ERCO Lighting
Gaylord Bros.
Gowrie Group Insurance Solutions
Harvard Extension School Program in Museum Studies
HistoryIT
Hollinger Metal Edge
Huntington T. Block Insurance Agency
J.D. Associates
James D. Julia, Inc: Auctioneers & Appraisers
John Nicholas Brown Center
Lighting Services Inc
Masterpak
MBA Design & Display Products Corp.
Museum Rails
Museum Search & Reference
MuseumTrek by Treksolver, Inc.
New England Insurance Services, Inc.
Northeast Document Conservation Center
Novus Laurus
Odyssey Merchant Services
OnCell-TourSphere
POW! Paul Orselli Workshop
Qm²
Regis College, MA in Heritage Studies
Skinner, Inc.
Small Corp
Strategic Payment Solutions
Systematics
The Digital Ark Corp
The Donning Company
Tufts University Museum Studies Program
U.S. Art Company
University of Massachusetts Amherst, Department of History
University Products, Inc.
Villanti Printers
Virtual Pastimes
VisitNewEngland.com
Vista Group International, Inc.
Zone Display

ADVERTISING

Conference Preliminary Program Advertising

Don't miss this chance to feature your company in the NEMA 2016 conference preliminary program. The preliminary program is distributed electronically to all NEMA members and past conference attendees—that's more than 3,500 museum professionals! It includes a limited number of full, half, and one-sixth page advertisements. This opportunity is only open to current business members of NEMA. Reserve your space by July 15 to be included in this exclusive opportunity!

	Business Members	Business Members with Exhibit Booth
Full page (8"x11" with bleed)	\$620	\$570
Half page (7.5"x4.8" horiz.)	\$450	\$390
One-sixth page (2.25"x4.8" vert.)	\$215	\$200

Conference Program Advertising

Don't miss this chance to feature your company in the NEMA 2016 conference program. The program is distributed to all conference registrants—that's more than 900 museum professionals! It includes full, half, and one-sixth page advertisements. This is a publication that colleagues keep for future reference.

	Full Price	Business Members	Business Members with Exhibit Booth
Back Cover (6.875"x10.875" with bleed)	\$925	\$775	\$670
Inside Front Cover (6.875"x10.875" with bleed)	\$825	\$670	\$620
Full page (6.875"x10.875" with bleed)	\$725	\$620	\$570
Half page (6"x5" horiz.)	\$520	\$420	\$390
One-sixth page (2.85"x4.95" vert.)	\$265	\$215	\$200

Payment Schedule:

- By August 5: Reservations require a 50% deposit. Full payment is due by September 23, 2016.
- After August 6: Reservations require payment in full.
- By October 7: All advertisements must be received by this date and paid in full.

Advertisement Specifications & Deadline:

The program book is printed in four-color on white paper. All ads must be received by October 7. Ads should be submitted as a .tif, .eps or .pdf file formatted for a PC. Files must be at a resolution of 300 dpi at full size.

ENJOY THE BENEFITS OF BUSINESS MEMBERSHIP

Why not consider joining NEMA as a business member? Starting at just \$110, it's an investment that pays for itself many times over. Here's what you get:

- Priority booking and discount of up to 25% off your Exhibit Hall booth.
- Discounts and priority booking to advertise in the conference program.
- Great visibility through sponsorship opportunities and discounted attendance at workshops and networking events.
- Advertising discounts in our journal, *New England Museums Now* (circulation of 3,000+).
- Exclusive advertising opportunities in *NEMA eNews*, our electronic newsletter.
- Exclusive access to NEMA's mailing lists.
- Complimentary listing in the *NEMA Marketplace*, our web resource for museum professionals and the general public.
- Access to insurance, retirement plans, and more for members only.

Conference Hotel:

Mystic Marriott Hotel & Spa
625 North Road, Route 117
Groton, CT 06340
Phone: 860-446-2600

Room rates begin at \$149 (single or double). Reservations must be made by October 18, 2016 to guarantee conference rates. Make sure to mention that you are attending the NEMA Conference.



BOOTH, ADVERTISEMENT & SPONSORSHIP RESERVATION FORM

Please print information below exactly as you want it to appear in the program book and on your exhibitor sign. Is this the correct contact information you want printed in the program book? If not, please provide a separate sheet with the correct information. Registration forms for exhibitor name badges and the opportunity to sign up for meals and events will be sent to the contact name.

Contact Name	Title
Company Name	
Address	
City/State/Zip	
Phone	Fax
E-mail	Website

Exhibit Booth _____ **Booth Subtotal: \$** _____

8' x 6' (Business Members: \$815 by August 5; \$980 beginning August 6; Non-Members: \$1,140 Aug. 6 or later)

8' x 10' (Business Members: \$920 by August 5; \$1,095 beginning August 6; Non-Members: \$1,260 Aug. 6 or later)

Booth location: _____ 1st choice _____ 2nd choice _____ 3rd choice (Please refer to the floor plan on page 5.)

Will you need an electrical connection? yes no (An electrical request form will be sent to the contact listed & must be returned to the hotel.)

Are there competitors you do not want located near your booth? _____
(NEMA will make every effort, but cannot guarantee, to honor exhibitors' preferences.)

Do you plan to bring a free-standing booth? yes no It **must** fit inside the dimensions of your chosen booth space.

Have you included a 50-word description of your company with contact information? yes no

Would you like to participate in the NEMA raffle? yes no

Advertising _____ **Advertising Subtotal: \$** _____

See page 7 for rates. Please select your preferred ad size: Full-page Half-page One-sixth page Publication: Preliminary Final

Sponsorship _____ **Sponsorship Subtotal: \$** _____

See page 2-3 for opportunities. Sponsorship selection: _____

Business Membership _____ **Membership Subtotal: \$** _____

You must be a current NEMA business member to reserve a booth before August 5th and receive the member discount.

Not sure of your company's membership status? Call NEMA to find out.

\$110 Small Firm, 4 or fewer employees \$260 Medium Firm, 5 or 9 employees \$350 Large Firm, 10 or more employees

\$50 Expanded listing in the NEMA Marketplace, including company logo. For more information and an on-line submission form please see www.nemanet.org.

Grand Total _____ **Grand Total: \$** _____

50% deposit is required on all reservations received on or before **August 5, 2016**. Full payment due **September 23, 2016**.
Reservations received after August 6th require payment in full. Questions? Call 781-641-0013.

Method of Payment

Check is enclosed (payable to NEMA) Charge my Visa MasterCard American Express for _____

Card # _____ Exp. Date _____

Signature _____ Cardholder's Name _____

Please fill out this reservation form and mail it with appropriate payment to:
Meg Winikates, Membership and Advocacy Manager
New England Museum Association
22 Mill Street, Suite 409
Arlington, MA 02476

Credit card orders may be emailed by sending this completed form to meg.winikates@nemanet.org.

Questions? Call 781-641-0013.