



29TH

ANNUAL CONFERENCE

National Association of Judiciary Interpreters and Translators

Exhibitor & Sponsorship Information

Don't miss this opportunity to exhibit at the upcoming annual meeting of the National Association of Judiciary Interpreters and Translators, the professional organization for court and law enforcement interpreters and translators. Only 12 spaces are available for exhibitors. Sponsorship opportunities are even more limited.

Exhibitor Benefits & Details (\$350/table)

- **Exhibit tables** located on the hotel mezzanine next to the meeting rooms and coffee breaks. Each exhibitor is entitled to one standard skirted table with two chairs. Coffee breaks with light refreshments are provided.
- **Free Advertising** -- Each exhibitor is entitled to a half-page advertisement in the conference program.
- **Free Attendee Packet Inserts** -- Each exhibitor is entitled to have inserts placed in the conference attendee packet without charge.
- **Exhibitor Setup: Friday, May 16-- 7:00 am - 8:00 am**
- **Exhibit hours:**
 - All day Friday, May 16
 - All day Saturday, May 17
 - Sunday, May 18 – 8:00 am to 12 Noon

Other Sponsorship Opportunities

- **Bag Sponsor (\$500)**
- **Coffee Breaks (\$500)**
- **Saturday or Sunday Breakfast (\$1,000)**
- **Saturday Annual Meeting & Lunch (\$1,500)**
- **Dinner Dance (\$2000)**
- Lunch and Dinner Dance sponsors will have the opportunity to address conference attendees at the respective events they sponsor. Bag sponsors will have their logo on the conference bags. All other sponsors receive one complimentary conference registration, acknowledgement in the conference program guide, a free ½ page ad in the program guide, plus signage with their logos in the registration area and in the program.



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Exhibitor & Sponsor Registration Form

Name: _____

Company/Agency: _____

Street address: _____

City State/Province: _____ Zip code: _____ Country: _____

Phone: _____ E mail: _____

- I would like to exhibit at NAJIT's Annual Conference (\$350)
- I would like to be a bag sponsor at NAJIT's Annual Conference (\$500)
- I would like to be a coffee break sponsor at NAJIT's Annual Conference (\$500)
- I would like sponsor a breakfast (\$100)
- I would like sponsor the Saturday luncheon (\$1500)
- I would like to sponsor the Annual Dinner Dance (\$2,000)

Names of booth staff (please print carefully):

1. _____

2. _____

Products and/or services to be displayed:

We understand that NAJIT shall not be required to provide security of any nature whatever during exhibition or non-exhibition hours. We agree to hold NAJIT harmless or and from any loss or damage that may be sustained to any of our exhibit materials or equipment.

Authorized Signature: _____ Date: _____

NAJIT is committed to making its conference accessible to all. Please indicate your requirements on a separate page if you have need for special accommodation or assistance.

- I will not be exhibiting at the conference, but I would like to purchase program advertising space (please see Advertising Specs for details):**

Full page: \$250.00 Half page: \$150.00 Quarter page: \$100.00

Method of Payment

- Check enclosed
- Please charge my:
 - Visa Mastercard American Express

Card number: _____

Expiration Date: _____

Name on Card: _____

Send completed contract and payment information to:

NAJIT
1707 L Street, NW, Ste 570
Tel: 202-293-0342 • Fax: 202-293-0495 • Email: hq@najit.org
Thank you for your support of NA JIT!



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Advertising Sizes and prices:

Size	Width	Height	Price
Full-Page	8 ½ inches	11 inches	\$250
Half-Page	8 ½ inches	11 inches	\$150*
Quarter Page	4 ¼ inches	5 ½ inches	\$100

* All exhibitors and Sponsors get a ½ page ad

Advertising Specifications

- Artwork must be designed to the specified dimensions above and must be in black and white.
- Ads must be submitted electronically to hq@najit.org
- Ads must be in high-resolution format, as follows:
 - All bitmaps must be full size and 300 DPI, uncompressed. Bit map files may be JPG, TIF or PNG.
 - Black and White images should be in high resolution gray scale if images are part of the ad. Text-only ads may be in High contrast B&W
 - Layout Formats: Vector graphic files must be either PDF (Bitmaps at 300 DPI, convert fonts to curves), CorelDRAW (minimum version 9, Fonts converted to curves or include font files), Adobe Illustrator (include font files) or EPS (include font files). Note that EPS files with low-res images embedded will not print well.

Advertisements for the conference program must be submitted electronically according to the sizes and specifications provided above. Ads must be received by **April 18, 2008** to be included in the program. *There will be no exceptions to the deadline.*

Please direct your question to the NAJIT headquarters office at hq@najit.org.