



MTMGMA 2024 Annual Conference: Exhibitor Prospectus

*Balancing Act – Moving from
Surviving to Thriving*



APRIL 15-17, 2024



**FAIRMONT HOT
SPRINGS RESORT**

MGMA[®]
MONTANA

Exhibitor & Sponsorship Opportunities

Exhibitor Table: \$850

All sponsors and exhibitors receive the following:

- One six foot table with two chairs
- Conference attendee roster prior to conference
- Two conference registrations
- One registration to give to a new or prospective member*
- Conference app recognition
- Logo on website for 2024
- Social media recognition

Once your contract and check are received we will send you the table map to pick your location. **Sponsor/exhibitor can select the table location on a first come basis.**

See following page for other details of sponsorship levels and benefits.

If you are interested in being a sponsor or exhibitor, please reach out to MTMGMA Administrative Director, Jeanette May, at jmay@mtmgma.com for more information.

*“New member” is an individual who has joined MTMGMA in the past three months. “Prospective member” is an individual who has not been a MTMGMA member in the past six months.



Sponsorship Opportunities

	Signage During Sponsored Event	Recognition During Conference	Logo on App Cover Page	Conference Grand Prize Intro or Entertainment Intro	Brief Intro	Webinar Opportunity 2024	Conference Swag Branding
Overall Conference (2) \$3,500	✓	✓	✓	✓	✓	✓	✓
Keynote \$2,500	✓	✓			✓	✓	
Welcome Reception \$2,000	✓	✓			✓	✓	
Banquet \$1,500	✓	✓					
Lunch Thursday \$1,500	✓	✓					
Breakfast Thursday \$1,500	✓	✓					
Breakfast Friday \$1,500	✓	✓					
App \$1,250	✓	✓	✓				
Book Signing \$1,250	✓	✓					
Photo Booth \$1,250	✓	✓					
Entertainment \$1,000	✓	✓					

Exhibitor Considerations

1. Space Rental and Assignment: Location Space for exhibitors is available by invitation. MTMGMA reserves the right to refuse rental to any individual or company whose goods or services are not compatible with the general character and objectives of the conference. An applicant's right to space and the continued use of space during the conference is a right governed solely by the provisions hereof, and is not a lease or tenancy, nor shall it be construed as such. Management will make reasonable efforts to separate exhibitors of like products/services, but no assurance can be given as to such separation. MANAGEMENT RESERVES THE RIGHT, IN ITS SOLE DISCRETION, TO MAKE THE FINAL DETERMINATION OF ALL SPACE ASSIGNMENTS AND TO CHANGE ASSIGNMENTS AT ANY TIME.

2. Exhibitor's Authorized Representative: Each exhibitor must name one person to be his/her representative in connection with the company's exhibit. This representative shall have authority to contract for the company, be responsible for payment of booth rental, and during conference times, keep the exhibit staffed and orderly. Exhibit personnel must wear attire consistent with the professional decorum of the MTMGMA Annual Conference and conduct themselves in a professional manner.

3. Installation and Removal of Exhibits: Exhibits may be setup on April 15, 2024 from 9am – 12pm. Exhibits must be removed by 12:00 pm on April 17, 2024.

4. Exhibits and Public Policy: Each exhibitor is charged with the responsibility for knowledge of and shall comply with all applicable laws, ordinances, and regulations while participating in the conference. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. Management and service contractors have no responsibility for any exhibitor compliance. All exhibits must conform to the rules and regulations for the Fire Department having local jurisdiction. No signs or advertising devised shall be displayed outside of the exhibit booth space other than those furnished by MTMGMA. No alcoholic beverages of any kind may be prepared, served, or distributed by an exhibitor. Photography of individual exhibits is not permitted at the conference except with permission from the exhibitor whose booth is photographed, or by special written permission from Management, or by representatives of the press who are so credentialed by Management.

5. Liability: Each exhibitor is entirely responsible for the booth space contracted by him/her and has sole responsibility for keeping said space free from any conditions which might be dangerous to persons coming upon the premises. The exhibitor agrees to defend, indemnify, and hold harmless MTMGMA, its management, sponsors, members, officers, representatives or employees of the Fairmont Hot Springs Resort or their management company, the designated exposition/ decorating company or their owners, managers, officers, directors, agents, employee, subsidiaries, affiliate, or subcontractors, from any damages or charges resulting from the exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from or out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees, and business invitees which arise from or out of the exhibitor's occupancy and use of the exhibition premises, the facilities, or any part thereof.

6. Force Majeure or Cancellation: In case said premises shall be destroyed by fire or the elements or by any cause, or in case of Governmental intervention or regulations, military activity, strikes, or any other circumstances make it impossible or inadvisable to hold the conference at the time and place provided in the application and contract for exhibit space, then and thereupon, the contract shall terminate, and the exhibitor shall waive any claim for damages or compensation, except the pro-rated return of the amount paid for the space, after deduction of actual expenses incurred in connection with the conference, and there shall be no further liability on the part of either party. In the event that the conference is not held for any reasons determined by MTMGMA, this contract shall be deemed terminated and a full refund of exhibit rental fees shall be refunded to the exhibitor, less MTMGMA's actual incurred expenses. Should the conference be closed by management prior to the scheduled closing date and time, a proportional remedy will be determined at the sole discretion of MTMGMA.

7. Insurance: Each exhibitor is responsible for his/her own equipment. Exhibitors desiring to ensure their exhibits and displays against fire, theft, etc. must do so at their own expense.

8. Amendments/Enforcement: MTMGMA reserves the right to interpret, amend and enforce these rules

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and regulations. Written notice of any amendments or interpretations shall be given to exhibitors. Each exhibitor, for himself, his agent, and employees, agrees to abide by the rules and regulations set forth herein, or by any subsequent amendments or interpretations. MTMGMA reserves the right to enforce compliance with these rules and regulations. If an exhibitor violates one or more of these rules and regulations, MTMGMA may refuse to allow the exhibitor to set up and/or continue to exhibit and may refuse to permit that exhibitor to the conference in future years.

9. Attendee Game: MTMGMA may provide a game for attendee and exhibitor interaction, with incentive to participate. MTMGMA cannot guarantee attendees will participate in this game, nor can MTMGMA guarantee that any attendees who participate will stay at any booth long enough for a discussion with booth personnel. It is the responsibility of exhibit booth personnel to instigate interaction while attendees are at their booth.

10. "Suit Casing": No suit casing will be allowed at any of the MTMGMA meetings. Please note that while all meeting attendees are invited to the exhibit hall, any attendee who is observed to be soliciting business in the aisles or other public spaces and another company's booth or in violation of any portion of the exhibition policy will be asked to leave immediately. Additional penalties may be applied. Conference Management recognizes that suit casing may also take the form of commercial activity conducted from a hotel guest, guest room or hospitality suite, a restaurant, club, or any other public place of assembly. For the purposes of this policy- suit casing violations may occur at venues other than the exhibition floor and at other events. Conference management must be informed of any hospitality suites and express consent must be received prior to the event.

11. Other Matters: The rules and regulations incorporated in this agreement have been formulated in the best interest of our exhibitors. We request your full cooperation in their observance. Any and all matters not specifically covered will be subject to the decision of MTMGMA.