Exhibitor/Sponsor Opportunities
November 4-6, 2013
San Diego, California

The Consortium for Student Retention Data Exchange (CSRDE) at the University of Oklahoma invites you to participate in the 9th Annual National Symposium on Student Retention in San Diego, California. This symposium offers many opportunities for Exhibitors and Sponsors to connect with motivated and on-target prospects while also demonstrating support for higher education’s efforts to improve student success. Please review the following options and see which makes the most sense for your organization.

1. **Exhibitor Only**
The Exhibitor Only option includes the following: an exhibitor booth with two booth-only representatives, company name, logo, and contact information listed in the conference program, and a hard copy of the attendee list.

2. **Exhibitor Full Conference**
In addition to the benefits above, the Exhibitor Full Conference option allows for representatives of the company to upgrade to a full conference badge, providing admission to the Welcome Reception, Best Practices Awards Luncheon, breaks, and concurrent sessions.

3. **Exhibitor and Sponsor**
Exhibitors have the opportunity to sponsor an event at the National Symposium on Student Retention. As a sponsor you will receive all the above including signage and acknowledgement during the event, a quarter page ad in the conference program and an electronic attendee list. You will receive either a list before the conference that includes all participants who have signed up through the Early Bird Registration deadline or a final attendee list post-conference. Sponsorship opportunities include:
   - Welcome Reception
   - Plenary Session/Morning Coffee
   - Best Practices Awards Luncheon
   - Poster Session

<table>
<thead>
<tr>
<th>Benefits Description</th>
<th>Exhibitor Only</th>
<th>Exhibitor Full Conference</th>
<th>Exhibitor and Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td>6’ table, table cloth, 2 chairs, waste bin, and signage</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Name, logo, and contact information listed in the conference program</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Hard copy of attendee list</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Admission to reception, luncheon, breaks, and concurrent sessions</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Signage and acknowledgement during sponsored event</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>1/4 page ad in conference program</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Electronic attendee list (Early bird registration list or final attendee list)</td>
<td></td>
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<td>X</td>
</tr>
</tbody>
</table>

*Only Exhibitors with a Full Conference Access Badge may sit in on concurrent session.
Company representatives may apply for a Vendor Presentation time block which occurs during the concurrent sessions (See Optional Vendor Presentation Application). Space is limited, so act quickly. All Vendor Presenters must have Full Conference Badges.*
Exhibitor/Sponsor Application Form
November 4-6, 2013
San Diego, California

To ensure your Booth space, all applications for exhibits at the National Symposium on Student Retention must be received by September 1, 2013 and paid in FULL by October 1, 2013. Please provide the following information.

(please type or print clearly)

Primary Representative: □ Full Conference Registration □ Booth Worker Only
Organization: __________________________
Preferred Salutation: □ Dr. □ Mr. □ Mrs. □ Ms. □ Miss
First Name: __________________________
Last Name: __________________________
Title: __________________________
Name on Badge: __________________________
Address: __________________________
City: __________________________
State/Province: __________________________
Zip/Postal Code: __________________________
Phone: __________________________
Fax: __________________________
E-mail: __________________________

Second Representative: □ Full Conference Registration □ Booth Worker Only
Organization: __________________________
Preferred Salutation: □ Dr. □ Mr. □ Mrs. □ Ms. □ Miss
First Name: __________________________
Last Name: __________________________
Title: __________________________
Name on Badge: __________________________
Address: __________________________
City: __________________________
State/Province: __________________________
Zip/Postal Code: __________________________
Phone: __________________________
Fax: __________________________
E-mail: __________________________

Special Needs Request: The University of Oklahoma is committed to making their activities accessible to persons with disabilities or special needs. If you anticipate a need for service, please list here or notify us at least three (3) weeks in advance of the conference.
Exhibit/Sponsor Agreement  
November 4-6, 2013  
San Diego, California

Payment of the exhibitor fee includes the following:
- One 6’ table and table cloth
- Two folding chairs and a waste bin

Audio-visual equipment rental, electricity and internet access are not included.
Contact the hotel for arrangements and additional charges to Exhibitor.

Please describe the nature of the materials, processes, or services to be exhibited:

________________________________________________________________________

Requirements for display:

<table>
<thead>
<tr>
<th>Type of Display</th>
<th>Table Top Display</th>
<th>Floor Display</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dimensions of your display</td>
<td>Length: ________</td>
<td>Width: ________</td>
</tr>
</tbody>
</table>

PAYMENT TERMS: A $500 U.S. deposit must accompany this application by September 1, 2013. Payment of the balance is due no later than October 1, 2013. Upon receipt of both the completed application and deposit, the application for Exhibitors/Sponsors will be reviewed for acceptance by the Center for Institutional Data Exchange and Analysis at the University of Oklahoma (C-IDEA), the sponsor of the CSRDE and the National Symposium on Student Retention. Priority will be given to long-term exhibitors and sponsors. Applications are reviewed for acceptance on a first-paid, first-come, first-reviewed basis. Acceptance of this application as an Exhibitor/Sponsor is at the sole discretion of the C-IDEA. Exhibitors/Sponsors will be notified of the status of their applications and those not accepted will receive refunds of their deposits.

Notice of cancellation. The CSRDE office must receive notification of cancellation of approved Exhibitor/Sponsor space or participation in writing by October 1, 2013 in order to receive a refund of the initial deposit or full payment, less a $200 processing fee. No refunds will be granted after October 1, 2013.

Organization: ____________________________________________________________

VENDOR/EXHIBITOR ACCEPTANCE: I, the duly authorized representative of the above organization, on behalf of said organization, subscribe and agree to all the terms and conditions contained in this contract.

Vendor/Representative Name: _____________________________________________

Signature: ___________________________ Date: ______________

Authorized Signature: ___________________________ Date: ______________
Exhibitor/Sponsor Payment Form
November 4-6, 2013
San Diego, California

(Please type or print clearly)

Contact Name: ____________________________  Contact Phone: ____________________________

Name of Organization: ____________________________  Contact Email: ____________________________

Exhibitor Opportunities

<table>
<thead>
<tr>
<th>Qty</th>
<th>Type of Participation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Exhibit Booth – $800 (Required)</td>
<td>$800.00</td>
</tr>
<tr>
<td></td>
<td>Full Conference Badge – $400 per person (Before September 1, 2013)</td>
<td>$______</td>
</tr>
<tr>
<td></td>
<td>Full Conference Badge – $500 per person (After September 1, 2013)</td>
<td>$______</td>
</tr>
</tbody>
</table>

Sponsorship Opportunities (Exhibit Booth is required to be a Sponsor)

<table>
<thead>
<tr>
<th>Qty</th>
<th>Type of Participation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Welcome Reception – $4,000</td>
<td>$______</td>
</tr>
<tr>
<td></td>
<td>Plenary Session/Morning Coffee – $3,000 (2 available)</td>
<td>$______</td>
</tr>
<tr>
<td></td>
<td>Best Practices Awards Luncheon – $5,000</td>
<td>$______</td>
</tr>
<tr>
<td></td>
<td>Poster Session – $3,000</td>
<td>$______</td>
</tr>
</tbody>
</table>

Total $______

Select Payment Option

☐ Check  Payable to: The University of Oklahoma, C-IDEA  Federal ID #: 73-6017987
Mail to: The University of Oklahoma
Attn: C-IDEA
1700 Asp Avenue, Room B1
Norman, OK 73072-6400

☐ Credit Card Call-in  Call toll free: 800-522-0772, ext. 6808
☐ Fax Credit Card  Fax to: 405-325-7273

Card Type: ☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Cardholder Name: ____________________________  Cardholder Phone: ____________________________
Cardholder E-mail: ____________________________  Signature: ____________________________

Credit Card Number: ____________________________  Expiration Date: ____________________________

Please be sure to include:
☐ Exhibitor/Sponsor Application
☐ Exhibitor/Sponsor Payment Form
☐ Exhibitor/Sponsor Agreement
Optional Vendor Presentation Application
November 4-6, 2013
San Diego, California

A limited number of concurrent presentation spaces have been reserved for company representatives to use for presentations. In order to be eligible to present at the conference the Exhibitor must do two things:

1. Complete and submit with your payment the Exhibitor/Sponsor Application, Exhibitor/Sponsor Payment Form, and Exhibitor/Sponsor Agreement. Note: Company Representatives and any partners from colleges involved in the Vendor Presentation must be registered as Exhibitor Full Conference attendees.

2. Email a 200 word abstract with the name and titles of the presenters.

3. Abstract must be received by August 1, 2013 to be considered for presentation.

We want your presentation to be well received. Our audience will be expecting a presentation with an educational, rather than promotional focus. Case studies that clearly identify the problem, discuss the interventions or solutions applied, and measure the success of the interventions will be well received.

Abstracts for presentation will be selected based on the appropriateness of the subject to the objectives of the conference, space availability, and history of participation in previous National Symposium on Student Retention events. Only Exhibitor Full Conference participants can be considered.

Step 1: Submit an application and payment for your company to Exhibit that includes at least one Exhibitor Full Conference badge.

Whether you are presenting with a team from your organization or with a customer from a college or university, each person presenting in the concurrent session must be a paid conference registrant.

Step 2: Email a 200 word abstract on your presentation. Include the following information:

- Title of the Presentation
- 200 word abstract that provides a brief description on the case study or subject to be discussed. Identify if possible, what your audience will take away from the session (lessons learned, strategies, etc.).
- Names, Job Titles, and Contact information for the Presenters. Note: Presenters from your company should match the information provided in the Exhibitor application.
- Email should be directed to:
  - csrde@ou.edu
  - Subject: Abstract for Vendor Presentation

If we can help answer any questions please contact Brittnee Morton, CSRDE Program Specialist at 405-325-2158 or csrde@ou.edu.