

NYC 2024 Application Form

YES! We want to participate in the INS 5nd Annual North American Meeting in New York City

Submit the completed and signed application form with your exhibitor, promotion, and/or partnership selections, along with full payment in U.S. funds (U.S. checks or all major credit cards are accepted), by the deadlines. Send applications and payments to INS by email, fax or mail.

Email: ins@the-ins.org

Mail: 2319 S. Foothill Drive, Ste 260, Salt Lake City, UT 84109

Phone: 801-487-0475

Fax: 801-487-6270

PAYMENT CONTACT:

Date of Application: _____

Company Name & Contact _____

Mailing Address _____

City, State / Province _____ Postal Code _____

Country _____ Email _____

Phone _____ Fax _____

KEY CONTACT for this application (if different from above):

Name _____

Email _____

Phone _____

MOBILE or VIRTUAL APP LISTING Information on your organization:

Sales Contact _____

Email Address _____

Website _____

Phone _____ Fax _____

INS Sponsorship

If interested contact the office directly and they can help put something together for you.

Select an Exhibitor Opportunity:

Booth Space

Application Due: **Wednesday, January 25, 2024**

Circle your letter choice

- \$1,450 One Booth (includes 2 waivers, bag insert, 1x poste meeting mailing list) # booth preference _____
- \$1,500 On 30-60 second video shown throughout conference days.
- # of Additional Registration Waivers (\$300 each or 2 for \$500): _____ (max. 2 additional per booth; provide names below)

Please provide attendee names for registration waivers/badges for the Exhibitors:

(Use a separate page if additional space is needed)

1. First/Last name _____ Email _____

2. First/Last name _____ Email _____

3. First/Last name _____ Email _____

4. First/Last name _____ Email _____

5. First/Last name _____ Email _____

6. First/Last name _____ Email _____

Select Promotional Opportunities:

DIGITAL ONLINE PROGRAM

Application and Artwork Due: Wednesday January 10, 2024

- \$2500 Outside back cover (color)
- \$ 950 Inside back cover (color)
- \$ 950 Inside program, full page (color)
- \$ 500 Inside program body, half page (horizontal only, color)

BAG INSERTS

Application Due: Wednesday January 10, 2024 (if not choosing a booth)

- \$500 Per 1-page Flyer or brochure
- \$1000 Per Promotional Item

YEAR ROUND

Contact Us Directly for: Job Post - Newsletter - Email - Website Banner - Homepage - Slider

Payment Summary:

_____ Total Cost of Selected Partnership Opportunities
_____ Total Cost of Selected Exhibitor Opportunities
_____ Total Cost of Selected Promotional Opportunities
_____ **Total Amount of Authorized Payment**

Participant Acceptance: *By submitting your application, you acknowledge that you have read, understood, and agree to abide by all INS policies and guidelines outlined.*

Payment Options: *Full payment in US funds - either credit card authorization or check payable to INS - must accompany completed application.*

Check/Money Order: Please make checks payable to INS. Please write check #: _____

Credit Card: All major cards accepted. Please enter all card details securely here:

<https://the-ins.org/meetings/new-york-2024/nyc-2024-exhibitor-payment-form/>

Returned Payment, Cancellation, & No-Show Policy: All returned check payments are subject to a \$30 processing fee. All cancellations must be received in writing and are subject to a \$50 administrative fee. Any cancellations received on or after January 22, 2024 will be refunded minus 50% of the total cost. No refunds available for cancellations received on or after January 23, 2024. Exhibitors who fail to show at the meeting will forfeit all monies paid.