

NATIONAL COUNCIL OF UNIVERSITY RESEARCH ADMINISTRATORS

PRA II

PRE-AWARD RESEARCH
ADMINISTRATION II CONFERENCE

EXHIBITOR AND SPONSORSHIP OPPORTUNITIES AND INFORMATION



**Registration
Now Available at
www.ncura.edu!**

ENVISIONING THE POSSIBILITIES

JULY 12-14, 2007

HILTON LOS ANGELES
UNIVERSAL CITY, LOS ANGELES, CA

NATIONAL
COUNCIL OF
UNIVERSITY
RESEARCH
ADMINISTRATORS

Established 1959

NCURA

TABLE TOP EXHIBITOR REGISTRATION

CONTACT INFORMATION (FOR LOGISTICAL COORDINATOR)

First Name _____ Last Name _____

Organization _____

Title _____

Street Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____

Email Address _____ Web Address _____

ONSITE EXHIBITOR REPRESENTATIVES (LUNCH INCLUDED FOR 2 ONSITE REPRESENTATIVES)

1.) Name _____ Email Address _____
Street Address _____ City/State/Zip Code _____

2.) Name _____ Email Address _____
Street Address _____ City/State/Zip Code _____

Please list your competitors or any organizations you do not wish to be near _____

Please list any organizations that you would like to be near _____

*Please note: the exhibit area will be in **Sierra Foyer BCD** on Friday and will move to **Sierra Foyer A** on Saturday. These are strictly 6 ft. skirted table top exhibits. Please do not ship your large, freestanding backdrops as the Saturday exhibit space will not support them. NCURA staff will move your table top exhibit on Friday evening from the Sierra BCD area to the Sierra A area. **PLEASE SEE SPACE DIAGRAM ON FOLLOWING PAGE.***

Please list your top three space location choices for Friday, July 13, Sierra BCD: for Saturday, July 14, Sierra A:

TABLE TOP EXHIBITOR COSTS & INFORMATION (FRIDAY, JULY 13TH & SATURDAY JULY 14TH)

One 6 ft skirted table for Friday & Saturday \$400 x _____ = Total \$ _____
total number of tables

Additional Participants: \$75 per additional participant x _____ = Total \$ _____
total number of additional participants

DEMONSTRATION SESSION

As an added benefit to exhibiting at this year's PRA Conference we are offering you the opportunity to do a demonstration about your organization, its products and services, at no additional charge! The demonstration groups are a great way for you to network with conference attendees and create new partnerships. *The demonstration groups will take place during the conference. There are a limited number of spaces, and will be assigned on a first come, first served basis.*

Yes. I would like to reserve a meeting room for a demonstration.
Please choose time slots in next column.

No. I will not be participating in the demonstration sessions.

Please list your top 3 time slots:

Friday, 7/13/07: **A:** 10:30 am – noon
B: 1:30- 3:00 pm
C: 3:30 – 5:00 pm

Saturday, 7/14/07: **D:** 8:30 – 10:00 am
E: 10:30 am – noon
F: 1:30 – 3:00 pm

TOTAL EXHIBIT FEES \$ _____

PAYMENT INFORMATION

NCURA Federal I.D. # 52-1721115

Check enclosed Credit Card (please circle one): Visa MasterCard American Express

Credit Card Number _____ Expiration Date _____

Name on Credit Card _____ Signature _____

CUT OFF: Please be aware that NCURA has set a strict deadline for registration this year, in order to better serve your needs. All exhibitor registrations must be received by *June 22, 2007*. **CANCELLATIONS:** Due to limited space, space cancellations received by *June 15, 2007* are eligible for a 50% refund. After *June 15*, there will be no refunds.

QUESTIONS OR COMMENTS? Please contact Tara Bishop, National Council of University Research Administrators
1225 19th Street, NW, Suite 850, Washington, DC 20036 | Phone: (202) 466-3894 | Fax: (202) 223--5573 | bishop@ncura.edu | www.ncura.edu

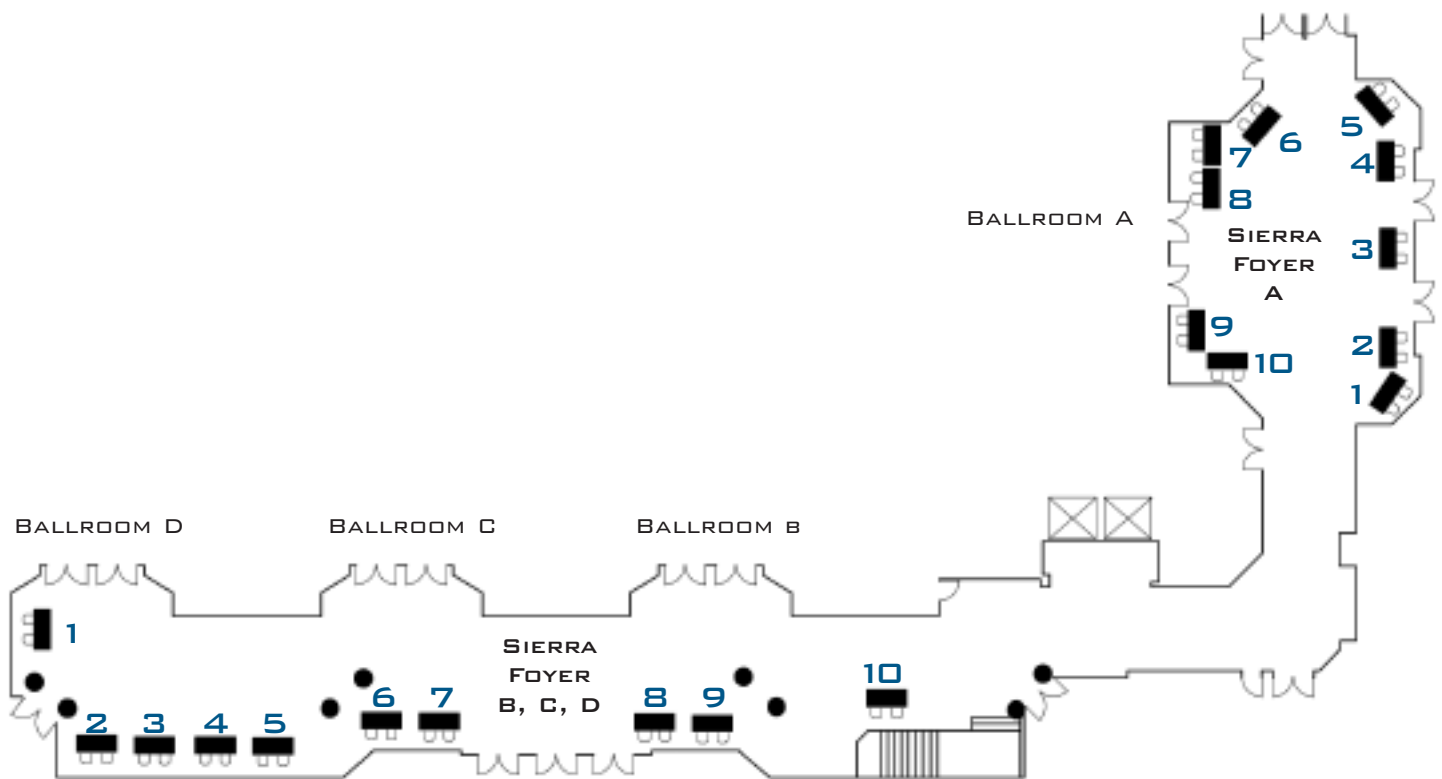
Please email a description of your company's products/services to bishop@ncura.edu by June 15 to include in our 2007 PRA Exhibitor Prospectus, which will be distributed to all PRA II attendees.

TABLE TOP EXHIBITOR SPACE DIAGRAM

SIERRA FOYER BCD [CHOOSE TABLE NUMBER FOR FRIDAY, JULY 13]

SIERRA FOYER A [CHOOSE TABLE NUMBER FOR SATURDAY, JULY 14]

Please note: the exhibit area will be in **Sierra Foyer BCD** on Friday and will move to **Sierra Foyer A** on Saturday. These are strictly 6 ft. skirted table top exhibits. Please do not ship your large, freestanding backdrops as the Saturday exhibit space will not support them. NCURA staff will move your table top exhibit on Friday evening from the Sierra BCD area to the Sierra A area.





Hilton

Los Angeles/Universal City

SERVICE ORDER

Communication / Engineering / Electrical
NCURA 2ND Annual Summer Conference
July 12-14, 2007

Please complete and return to Linda Vasquez no later than June 23, 2007

Fax: (818) 509-2031 Phone: (818) 509-3202

Name: _____ Company: _____ Booth/ Table : _____
 Address: _____ City / State: _____ Zip Code: _____
 Phone #: _____ Fax #: _____ Email: _____

PAYMENT METHOD

Credit Card: _____ Card Holder: _____ Exp. _____
 (Please provide a copy of your credit card "Front and Back")

Signature: _____

Guest Room Charge: Name of Guest: _____ Arrival Date: _____ Departure Date: _____

Please note: Prices listed below are charged per day.
All equipment/services are subject to 8.25% State of California State Tax

Communications: Installation date: _____/Time_____ Disconnect date: _____/Time_____

_____ House Telephone	No charge	
_____ Dedicated Telephone Line	\$60.00	Per line plus toll calls
_____ High Speed internet Access	\$250.00	Per Computer Connection

- Troubleshooting and Post-Set Up Assistance \$90.00 per hour, per personnel

Charges are based on actual number of computers used with the Internet connection, regardless of the number of connections ordered. Each computer connection to the Internet requires one IP address.

- All questions may be directed to the hotel's IS Department at (818) 509-2041 or (818) 509-2054

Engineering / Electrical: Installation date: _____/Time_____ Disconnect date: _____/Time_____

Listed below are find Engineering Charges as relate to functions and client needs throughout the hotel. Prices are subject to change without notice.

_____ Power (20 amps)	\$25.00	Per day
_____ Extension Cords	\$15.00	Each / Per day
_____ Power Strips	\$15.00	Each / Per day
_____ Box Delivery	\$3.00	Each
_____ Banner -(up to 10' high)	\$50.00	Each
_____ Banner -(over 10' high)	\$150.00	Each

25% late fee will be assessed for ordered received after the above return date

Hilton Los Angeles Universal City
555 Universal Hollywood Drive, Universal City, CA 91608
Phone: (818) 506-2500 Fax: (818) 509-2031



Credit Card Authorization

Date: _____

This authorizes the Hilton Los Angeles/Universal City to charge my credit card for items/services noted on attached Service Request form.

Please charge my credit card according to the details below. I guarantee full payment of the account as described.

**NCURA – 2nd Annual Summer Conference
July 12-14, 2007**

CHARGE TO

Credit Card No.: _____ Expiration: _____

Authorized User (Please Print):

Signature of Authorized User:

Address of Authorized User:

Phone: _____ Fax: _____ Email: _____

Driver License Number of Authorized User: _____

Expiration: _____

**PLEASE ATTACH A COPY (FRONT & BACK) OF THE CREDIT
CARD AND THE DRIVERS LICENSE!!!**

Please return with Service Request form:

FAX: (818) 509-2031

or email to: lvasquez@hiltonuniversal.com

555 Universal Hollywood Drive, Universal City, CA 91608

Tel: +1 818 506 2500 Fax: +1 818 509 2031

Reservations: www.hilton.com or 1-800-HILTONS

~NCURA's Pre-award Research Administration II:
Envisioning the Possibilities
Exhibitor Upgrades & Sponsorship Package Opportunities



Thursday Evening Reception	\$5,000
Keynote Address	\$4,000
Friday Luncheon	\$3,500
Saturday Luncheon	\$3,500
Refreshment Break	\$2,000
Cyber Café	\$2,500

Sponsor in-part: Thursday Evening Reception..... \$5,000

Join NCURA members for a cocktail and hors d'oeuvres at this lively and festive event. It will be a wonderful opportunity to connect with our members.

The following is included with this sponsorship package:

- ✓ Complimentary Table Top Exhibit Space at PRA II (Friday-Saturday)
- ✓ 2 Complimentary registrations to NCURA's PRA II Conference
- ✓ Preferred seating at PRA II Lunches (Friday - Saturday)
- ✓ Announcement of organization's sponsorship at the event
- ✓ Your organization listed as a sponsor on PRA II Website
- ✓ Your organization listed as sponsor in PRA II Program
- ✓ Complimentary Pre and Post Meeting Attendee Labels for one time use



Keynote Address.....\$4,000

Join NCURA members in welcoming Dr. Judy Gasson, the director of UCLA's Jonson Comprehensive Cancer Center (JCCC). Besides developing a way to grow blood cells in the lab, she is a full professor at the UCLA School of Medicine and head of a 10-person laboratory at the JCCC concentrating on factors that make leukemia cells grow. Learning the steps cells take in becoming leukemic could lead to finding ways to interrupt those steps, thereby eliminating the leukemic cells.

This is an exciting event at PRA II! It will be a great name and session to associate your organization with.

The following is included with this sponsorship package:

- ✓ Complimentary Table Top Exhibit Space at PRA II(Friday - Saturday)
- ✓ Preferred seating at PRA II Lunches (Friday)
- ✓ Announcement of organization's sponsorship at the event
- ✓ Your organization listed as a sponsor on PRA II Website
- ✓ Your organization listed as sponsor in PRA II Program
- ✓ Complimentary Pre and Post Meeting Attendee Labels for one time use



Sponsor In-Part: Friday or Saturday Luncheon.....\$3,500

Take this opportunity to have your company acknowledged during Friday or Saturday afternoon's lunch. The majority of our 300 expected attendees will be there to hear that their fabulous lunch was brought to them in part by you. This is a great opportunity to sit down and really get to know some of NCVRA's members over a great lunch! You'll be given a reserved table in a great location to invite members as you please.

The following is included with this sponsorship package:

- ✓ Complimentary Table Top Exhibit Space at PRA II (Friday - Saturday)
- ✓ Preferred seating at PRA II Lunch (Friday or Saturday)
- ✓ Announcement of organization's sponsorship at the event
- ✓ Your organization listed as a sponsor on PRA II Website
- ✓ Your organization listed as sponsor in PRA II Program
- ✓ Complimentary Pre and Post Meeting Attendee Labels for one time use



Refreshment

Break.....\$2,000

With 50 professional development offerings during the PRA II Conference, refreshment breaks are a necessity to relax and connect with one's colleagues.

The following is included with this sponsorship package:

- ✓ Complimentary Table Top Exhibit Space at PRA II (Friday - Saturday)
- ✓ Announcement of organization's sponsorship at the event
- ✓ Your organization listed as a sponsor on PRA II Website
- ✓ Your organization listed as sponsor in PRA II Program
- ✓ Complimentary Pre and Post Meeting Attendee Labels for one time use

Cyber Café.....\$2,500

The Cyber Café remains an important amenity to NCURA members, as it gives them the opportunity to check their email, in a convenient place and free of charge. This is an excellent opportunity for your organization to host this very useful feature for NCURA members and will likely direct some additional traffic your way!

The following is included with this sponsorship package:

- ✓ Screensavers on four computer stations noting your sponsorship
- ✓ Signage will be displayed noting your sponsorship of the Cyber Café
- ✓ Your organization listed as a sponsor on PRA II Website
- ✓ Your organization listed as sponsor in PRA II Program
- ✓ Complimentary Pre and Post Meeting Attendee Labels for one time use



