

# REGISTRATION INFO.

## REGISTRATION DEADLINE

Registration deadline is December 7, 2018. In addition to cash contributions and VIP participants, TSMSSDC welcomes in-kind contributions and sponsorships of special conference events. These donations will be acknowledged in printed materials and at the conference.

## CANCELLATIONS, SUBSTITUTIONS & REFUNDS

Please notify TSMSSDC in writing no later than November 30, 2018 to: TSMSSDC, MetroCenter, Plaza 1 Building, 220 Athens Way, Suite 105, Nashville, TN 37228. No refunds will be made for cancellations after November 30, 2018.

## GALT HOUSE RESERVATION PROCEDURE & HOTEL INFORMATION

Special hotel rate of \$159 is available during the event. Guests may register online at <https://book.passkey.com/go/TSMSSDC1218>, and must identify themselves as part of the TriState Minority Supplier Development Council to receive the group rate. Cancellation of a reservation must be received 48 hours in advance of the arrival date. Failure to notify the hotel will result in a charge of one night's tariff, plus state and local taxes

## PARKING AND TRANSPORTATION

The Galt House offers parking in an attached covered garage for all registered guests of the hotel. The discounted self-parking group rate is \$10.00. Overnight self-parking rate is \$20.00 and \$28.00 per night for valet service.

The Galt House offers transportation service through an in-house company, Xtreme Transportation, located in the Suite Tower Lobby of the hotel. They offer transportation to the airport and the surrounding area. Pricing information and arrangements can be made by calling 502-561-4022.

## TSMSSDC GENERAL INFORMATION

The TriState Supplier Development Council (TSMSSDC) advances business and procurement opportunities for certified minority business enterprises and connects them to corporate members. Each year, member corporations have reported billions of dollars spent with Council certified MBEs. Serving Tennessee, Kentucky and West Virginia, TSMSSDC is one of 23 regional affiliates of the National Minority Supplier Development Council, Inc. Through events such as this Business Marketplace, TSMSSDC continues to create profitable business relationships by Change...Opportunities.

Let us help you expand your business!

## DIRECT ALL QUESTIONS TO TSMSSDC OFFICES

KENTUCKY: 502-365-9762  
TENNESSEE: 615-259-4699  
E-MAIL: [info@tsmsdc.net](mailto:info@tsmsdc.net)  
WEBSITE: [www.tsmsdc.net](http://www.tsmsdc.net)

## TRISTATE MINORITY SUPPLIER DEVELOPMENT COUNCIL

CERTIFY | DEVELOP | CONNECT | ADVOCATE

*"Change brings opportunity."*

-Nido Qubein

# REGISTRATION.

## 1 Sponsor/VIP Registration

- DIAMOND TITLE: \$20,000**  
Exclusive recognition as a title sponsor  
Priority 20' x 40' (800 sq. ft.) Island Exhibit  
Two (2) Reserved Tables (of 8) at the Luncheon – prominent location  
Full-page four color ad – prominent location in Business Marketplace Program Book  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution
- PLATINUM TITLE: \$10,000**  
Recognition as a presenting sponsor  
20' x 40' (800 sq. ft.) Island Exhibit  
One (1) Reserved Table (of 8) at the Luncheon – prominent location  
Full-page color ad in Business Marketplace Program Book  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution
- GOLD: \$5,000**  
Acknowledgement  
20' x 20' (400 sq. ft.) booth  
One (1) Reserved table (of 8) at the Luncheon  
Full-page black and white ad in Business Marketplace Program Book  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution
- SILVER: \$4,000**  
Acknowledgement  
Two (2) adjoining 10' x 10' (200 sq. ft.) booth  
One (1) Table (of 8) at the Luncheon  
Full-page black and white ad in Business Marketplace Program Book  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution
- BRONZE: \$3,000**  
Acknowledgement  
One (1) 10' x 10' (100 sq. ft.) booth  
One (1) Table (of 8) at the Luncheon  
Half-page black and white ad in Business Marketplace Program Book  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution
- SUPPORTER: \$2,000**  
Acknowledgement  
One (1) 10' x 10' Booth (100 sq. ft.)  
Four (4) tickets at the Luncheon  
Half-page black and white ad in Business Marketplace Program Book  
Business Marketplace Program  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution
- CONTRIBUTOR: \$1,000**  
Acknowledgement  
One (1) 10' x 10' (100 sq. ft.) booth  
Two (2) tickets at the Luncheon  
Quarter-page black and white ad in Business Marketplace Program Book  
Display logo and link from TSMSDC website  
Logo on Constant Contact announcement distribution

### General Registration Includes:

- Two (2) Luncheon Tickets
- One (1) 10' x 10' Booth

### Type of Membership for General Registration

- General Registration . . . . . QTY \_\_\_\_\_ \$ \_\_\_\_\_
- TSMSDC Certified MBE . . . . . \$300
- Corporate Member . . . . . \$500
- NMSDC MBE Affiliate . . . . . \$400
- NMSDC Corporate Affiliate . . . . . \$700
- Government/Non-Profit . . . . . \$300
- MBE Non-certified . . . . . \$500
- Corporate Non-member . . . . . \$800
- Booth Only . . . . . \$200

## 2 Advertising Opportunities

### COLOR

- Full-Page Ad . . . . . \$600  
*Trim 8.5" x 11", Live area 8" x 10.25", Bleed 8.75" x 11.25"*
- Half-Page Ad . . . . . \$450  
*Vertical: 3.75" x 10" Horizontal: 7.125" x 4.875"*
- Quarter-Page Ad . . . . . \$350  
*3.625" x 4.875"*

### BLACK and WHITE

- Full-Page Ad . . . . . \$400  
*Trim 8.5" x 11", Live area 8" x 10.25", Bleed 8.75" x 11.25"*
- Half-Page Ad . . . . . \$350  
*Vertical 3.75" x 10" Horizontal 7.125" x 4.875"*
- Quarter-Page Ad . . . . . \$250  
*3.625" x 4.875"*

**TOTAL Advertising . . . . . \$ \_\_\_\_\_**

Make advertising in the 2018 Business Marketplace Program Book easy and convenient. You can snail mail or e-mail your ad before the ad submission deadline on November 19, 2018. E-mail your ad to: [info@tsmsdc.net](mailto:info@tsmsdc.net).

**IMPORTANT!** Ads must be received in the TSMSDC office no later than November 19, 2018. The Publisher is not responsible for ad materials not submitted in proper format and/or size. All charges associated with adjusting, completing, or correcting ad materials which do not meet our requirements will incur a minimum \$100 per hour re-design fee.

Acceptable file formats are high resolution PDF or JPEG, 4-Color (CMYK) or Black and White.

Cancellations, Substitutions & Refunds: Notify TSMSDC in writing no later than November 30, 2018. No refunds will be made for cancellations after November 30, 2018.

**Advertising deadline is November 19, 2018.**

# REGISTRATION.

## 3. Contact Information

Company Name \_\_\_\_\_

Company Representative and Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Brief Description of Business \_\_\_\_\_

### Business Type

- Corporate  MBE  Government  
 Non-profit  Business Resource  Other

Telephone (     ) \_\_\_\_\_

Fax (     ) \_\_\_\_\_

E-Mail \_\_\_\_\_

Website \_\_\_\_\_

List all Names and Titles of Registrants (for name badges)

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

7 \_\_\_\_\_

8 \_\_\_\_\_

Expected Attendance

Workshop 1: \_\_\_\_\_ Workshop 2: \_\_\_\_\_



# REGISTRATION. (CONTINUED)

## 4. Select Payment

### Sponsor/VIP Registration

- Sponsor/VIP Total ..... \$ \_\_\_\_\_
- Diamond ..... \$20,000
- Platinum ..... \$10,000
- Gold ..... \$5,000
- Silver ..... \$4,000
- Bronze ..... \$3,000
- Supporter ..... \$2,000
- Contributor ..... \$1,000

General Registration.....QTY \_\_\_\_\_ \$ \_\_\_\_\_

### À la Carte

- Luncheon Tickets Total.....QTY \_\_\_\_\_ \$ \_\_\_\_\_
- Luncheon Table of 8 - \$400 .....QTY \_\_\_\_\_ \$ \_\_\_\_\_
- Individual Luncheon Ticket - \$55 .....QTY \_\_\_\_\_ \$ \_\_\_\_\_

### Other Conference Sponsorships

- Workshop 1 ..... \$ SOLD
- Workshop 2 ..... \$ 750
- Reception ..... \$3,000
- Lunch ..... \$9,000
- Audio-Visuals ..... \$2,500
- Design, layout & printing ..... \$12,500
- Matchmaker Sessions..... \$ 3,000
- Exhibits ..... \$ 5,000
- Signage ..... \$ 2,000
- Honorarium ..... \$ 5,000
- Photography ..... \$ 800
- Florals/Decoration ..... \$ 400

**PAYMENT TOTAL** ..... \$ \_\_\_\_\_

## 5. Payment Method

Payment in full is required at time of placement. Registrations are non-refundable. Surcharge of 1% on all credit card transactions. No credit cards accepted on the day of the event. Make checks payable to: TSMSDC Business Marketplace, and mail with registration form to:

TSMSDC, MetroCenter, Plaza 1 Building, 220 Athens Way, Suite 105, Nashville, TN 37228

For credit card payments, please contact: Paula Nelson T: 615-259-4699, or E: pnelson@tsmsdc.net

- Cash    Check    Visa    MasterCard    AMEX

Purchase Order# \_\_\_\_\_ Cardholder Name \_\_\_\_\_

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ Sec Code \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Print Name \_\_\_\_\_ Signature \_\_\_\_\_

