

Wednesday, July 31, 2013

To all Exhibitors:

We are asking all exhibitors to please be set up and ready to go by 3:30pm on Friday, September 13, 2013. In an attempt to provide you with as much access to the conference attendees we will open the Exhibit Hall at 4:00pm on Friday following the two full day seminars taking place that day. We will open the AIA New Mexico Convention with a Reception in the Exhibit Hall from 4:30pm-5:30pm; we will have a cash bar available and will have light hors d'oeuvres.

The Exhibit Hall will open again at 7:00am on Saturday, September 14<sup>th</sup>; breakfast will be available in the exhibit hall for all participants. We will also be serving lunch in the exhibit hall from 11:45am-1:15pm on Saturday and will be hosting another reception in the exhibit hall from 4:15-5:15pm; again we will have a cash bar available and light hors d'oeuvres.

We have had a lot of requests from our exhibitors to do presentations during the convention. While we are trying to keep the presentation for the convention related to the theme of the convention (for the most part) we have decided to provide a seminar space within the exhibit hall (see the revised map). We are allowing exhibitors to present their presentation in this space, there is limited times available so they will be offered on a "first come – first serve" basis, with the following conditions; all sessions must be completed in 50 minutes (presentation and question and answer) and all sessions must qualify for AIA HSW learning units. (Note: all available sessions are taken)

AIA Southern NM will be purchasing an I-Pad to be used as a prize for our Exhibitor Scavenger Hunt (or some sort of game). We will be asking all exhibitors to help with this when the details have been worked out. We will then place all the complete forms into a drawing for the I-Pad to be given away at the awards banquet (they do not need to be present to win).

We are also asking all our exhibitors to please provide a door prize to be given away during the closing reception on Saturday evening. Please bring any door prizes to the registration desk on Friday or Saturday during the convention.

I am attaching a more detailed schedule (still in progress), you are more than welcome and encouraged to attend the opening keynote and reception on Friday evening (no charge). You are also welcome to attend the awards banquet on Saturday evening (\$50 per person) and you are welcome to participate in the Golf Tournament on Sunday morning (\$100 per person) or either of the morning hikes planned (park fee) and attend the lunch on Sunday if you would like (\$15 per person).

Thank you for helping us to make the 2013 AIA New Mexico State Convention such a big success and we look forward to seeing you on September, 13<sup>th</sup> and working with you more in the near future. If you have any questions or comments please contact Robert Williams at [robert@asa-architects.com](mailto:robert@asa-architects.com) or 575-526-3111.

Robert A. Williams, AIA  
2013 AIA NM State Convention Chair

## Friday, September 13, 2013 Pre-Convention Workshops

**7:00am-5:00pm** – Registration (Convention Center Lobby)

**8:00am-4:15pm** – 2009 IBC Accessibility and Usability for Residential Facilities – Jay Woodward (6 HSW CEU)

**8:00am-4:15pm** – 2009 IBC Seminar – Pat Vandergriff (6 HSW CEU)

*Note: Box lunch is included with either of the workshops listed above.*

**4:00pm** – Exhibit Hall Opens

- There will be a scavenger hunt to take place with all the Exhibitors. Complete instructions will be provided in your registration packet. AIA Southern NM will be providing an Apple I-Pad as a prize for the scavenger hunt.

**4:30-5:50pm** – Opening Reception – Light hors d'oeuvres and Cash Bar (in Exhibit Hall, included in Pre-Convention and Convention Registration)

**6:30-8:00pm** – Opening Keynote and Welcome (Rio Grande Theatre, downtown Las Cruces, included in Pre-Convention and Convention Registration)

**8:00-10:00pm** – Keynote Reception – Heavy hors d'oeuvres and Cash Bar (La Placita, next to Rio Grande Theatre, included in Pre-Convention and Convention Registration. There will be an additional \$15 charge for each guest at the Reception following the keynote, payable at the door.)

## Saturday, September 14, 2013 AIA NM State Convention

**7:00am-5:00pm** – Registration (Convention Center Lobby)

**7:00am** – Exhibit Hall Opens

**7:00am-8:00am** – Breakfast (Exhibit Hall, included with Registration)

**7:30-9:00am** – AIA NM State Meeting

**8:00am-12:00pm** – Exhibit Hall Presentation (Every Hour on the Hour) (1 HSW CEU for each)

**8:30-10:15am** – 2D - NMSU Center for the Arts Building Tour - Holzman Moss Architects with ASA Architects (Meet in lobby. You will walk about 3 blocks east to the building for the tour.)

**9:00-10:15am**

- **Seminar 2A** – NM Building Code Accessibility Updates and ADA Panel Discussion – Hope Reed (1 HSW CEU)
- **Seminar 2B** - Contents May Have Shifted [lining campus + city] – Nicole Ferrini
- **Seminar 2C** – Main Street Downtown Las Cruces Revitalization Case Study – Andy Hume

**10:30-11:45am**

- **Seminar 3A** – 10 Tips for Surviving a Claim – Bob Dean (2 CEU)
- **Seminar 3B** – DPAC Studio and UNM – Michaela Pride, AIA, NOMA
- **Seminar 3C** – Demystifying Fellowship – Roger Schlutz and Terry Brown

**11:45am-1:15pm** – Lunch (Exhibit Hall, included with Registration)

**1:00-4:00pm** – Exhibit Hall Presentation (Every Hour on the Hour) (1 HSW CEU for each)

**1:15-2:30pm**

- **Seminar 4A** – Risk Drivers: Understanding the Dynamics of Risk in the A/E Industry – Bob Dean (2 CEU)
- **Seminar 4B** – Cleveland's West Side Market at 100 Guastavino Tile and its Power to Elevate the Life, Culture and Vitality of a City - Daniel DeAngelo

- Seminar 4C – To Be Determined

**2:45-4:00pm**

- **Seminar 5A** – Breathing New Life Into Existing Structures Through Advances in Structural and Façade Technologies - Studio NYL (1 CEU)
- **Seminar 5B** – AIA Repositioning Discussion
- **Seminar 5C** – To Be Determined

**4:15-5:15pm** – Closing Reception – Light hors d'oeuvres and Cash Bar (in Exhibit Hall, included in Convention Registration)

- Door prize drawings to take place during the Closing Reception, you must be present to win.
- I-Pad Scavenger Hunt winner to be announced at the Awards Banquet (Winner does not need to be present.)

**6:00-10:00pm** – Reception, Awards Banquet and Keynote – Cash Bar Available (There is an additional charge of \$50 per/person)

## Sunday, September 15, 2013 Morning Hike and Golf Tournament

**8:00am-12:00pm** – AIA NM Golf Tournament – NMSU Golf Course - \$100 per person

**8:00am-11:00am** – Organ Mountain Hike, meet at Hilton at 7:45am to arrange car-pools, (cost will be day use fee at destination).

**8:00am-11:00am** – Mesilla Valley Bosque State Park and Mesilla Plaza hike and shopping, meet at Hilton at 7:45am to arrange car-pools (cost will be day use fee at destination).

**12:30pm-2:00pm** – Lunch – NMSU Golf Course - \$15 per person (Open to anyone, both of the events above will finish in time to get to the Golf Course for lunch.)



## PRODUCT REPRESENTATIVE EXHIBITOR & SPONSOR REGISTRATION FORM

Please complete the following form and return it to Robert Williams at robert@asa-architects.com or mail it along with a check to: AIA Southern NM, PO Box 7596, Las Cruces, NM 88006.

If you have any questions please call or e-mail Robert Williams (ASA Architects) at 575.526.3111 or robert@asa-architects.com

COMPANY: \_\_\_\_\_

REPRESENTATIVES: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

		Quantity	Total
Standard Booth	\$500 each	_____	_____
Standard Booth/w power	\$550 each	_____	_____
Tier 1 Booth	\$750 each	_____	_____
Additional Lunches	\$15 each	_____	_____

Booth Preference      1st \_\_\_\_\_      2nd \_\_\_\_\_      3rd \_\_\_\_\_      4th \_\_\_\_\_

***For the sponsorships listed below, contact Robert Williams (contact information above) to check availability and reserve the sponsor position.***

**Pre-Conference Seminar Sponsor (Friday, 2 available)**      ~~\$2000~~ **\$2000** each      \_\_\_\_\_  
 (Fill in Booth Preference and additional lunches above.)

**Lunch Sponsor (2 available) *Saturday Lunch Sold***      ~~\$2500~~ **\$1500** each      \_\_\_\_\_  
 (Fill in Booth Preference and additional lunches above.)

**Breakfast Sponsor (1 available)**      ~~\$2,500~~ **\$1500**      \_\_\_\_\_  
 (Fill in Booth Preference and additional lunches above.)

<b>Opening Keynote Sponsor (1 available)</b> <i>(Fill in Booth Preference and additional lunches above.)</i>	<del>\$2,000</del> <b>\$1000</b>	<b>SOLD</b>
<b>Conference Bag Sponsor (1 available)</b> <i>(Fill in Booth Preference and additional lunches above.)</i>	<del>\$2,250</del> <b>\$1500</b>	
<b>Lanyard Sponsor (1 available)</b>	<del>\$500</del>	<b>SOLD</b>

**Other Sponsorship Opportunities**

<b>Break Silver Sponsor</b>	Friday _____ Saturday _____	\$200 _____
<b>Break Gold Sponsor</b>	Friday and Saturday	\$300 _____
<b>Conference Bag Item Sponsor</b>	# of Items _____ \$100 per Item	_____

*(You will be asked to supply approximately 300 copies of each item to be placed in the Conference bag. Items will be due to the AIA Southern NM Chapter no later than August 15, 2013 to be placed in the bags.)*

**GOLF TOURNAMENT - Sunday, September 15, 2013**

<b>Golf Tee Sign Sponsorship</b>	\$300 each	# of Signs _____	_____
<b>Golf Tournament Package</b>	\$100 per/person	# of people _____	_____
<b>Lunch</b>	\$15 per/person	# of people _____	_____
<b>Prize Sponsor</b>		# of prizes _____	_____

**AIA New Mexico AWARDS BANQUETE - Saturday, September 14, 2013**

<b>Banquete</b>	\$50 per/person	# of people _____	_____
<b>Table Sponsorship</b>	\$400		_____

*(Table sponsorship includes 4 tickets to the Awards Banquete, your name on all table placards and recognition in conference program.)*

**Total** \_\_\_\_\_

**Also please note the Door Prize and Silent Auction Sponsorships available as described on the attached descriptions of all sponsor opportunities. If you are interested in providing an item for either or both of these please contact Robert Williams (contact information above).**

**Payment**

Check (payable to 'AIA Southern NM')

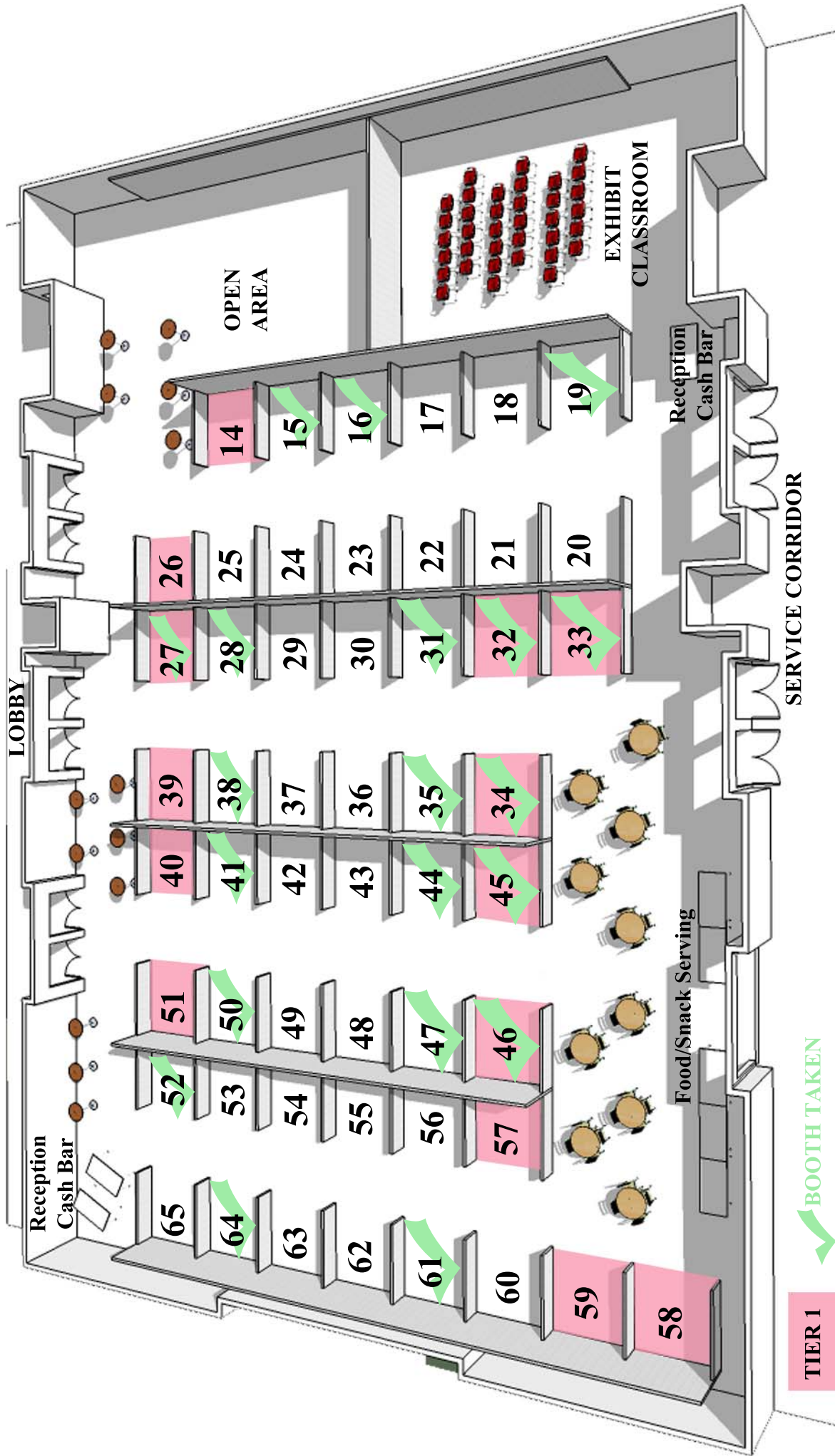
**Credit Card**

Visa       MasterCard

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_



Please Note:

Booths 14, 26, 27, 32, 33, 34, 39, 40, 45, 46, 51, 57, 58, 59 and 60 are all Tier 1 locations.

All booths are 10' x 10' with high curtains at the back and low curtains on sides. Booth includes one (1) eight foot table and two (2) chairs. Lunch for two people is included in the booth price, if you need additional lunches they can be purchased in advance for \$15 each.

✓ BOOTH TAKEN

TIER 1

**Booth Charge \$500 w/o power**

**\$550 w/ power**

**\$750 Tier 1 w/ power**

- Includes 2 lunch tickets (additional lunch's \$15 each)
- 1 table and 2 chairs (additional tables \$10 each)
- Contact Info included in program.

**Pre-Conference Seminar (Friday) Sponsor (2 available) \$3000**

- 1 Tier 1 booth (First choice of booth location (if available\*\*))
- 2 registration for the conference
- Poster at door of sponsoring seminar and recognition in program
- ½ page add in program
- 1 item in conference bag (you provide 350 items)

**Lunch Sponsor (2 available) \$2500**

- 1 Tier 1 booth\* (First choice of booth location (if available\*\*))
- 1 registration for the conference
- Poster/Flier at lunch table and recognition in program
- ½ page add in program
- 1 item in Conference bag (you provide 350 items)

**Breakfast Sponsor (1 available) \$2500**

- 1 Tier 1 booth\* (First choice of booth location (if available\*\*))
- 1 registration for the conference
- Poster/Flier at breakfast table and recognition in program
- ½ page add in program
- 1 item in Conference bag (you provide 350 items)

**Opening Keynote Sponsor (1 available) \$2000**

- 1 Tier 1 booth\* (First choice of booth location (if available\*\*))
- 1 registration for the conference
- Display in Lobby at Theatre
- 5 min. presentation at beginning of event
- Slide Show of work and contact info displayed as people enter and recognition in program
- ½ page add in program
- 1 item in Conference bag (you provide 350 items)

**Conference Bag Sponsor (1 available) \$2250**

- 1 standard booth\* (First choice of booth location (if available\*\*))
- 1 registration for the conference
- Name and/or Logo on conference bags to be given to all attendees.
- ½ page add in program
- 1 item in Conference bag (you provide 350 items)

**Conference Bag Item Sponsor \$100 per item**

- Sponsor may provide an item to go in the Conference bag (provide 350)

**Lanyard Sponsor (1 available) \$500**

- Name printed on lanyard/badge holders
- ½ page add in program

**Break Silver Sponsor \$200**

- Friday or Saturday
- Name on table cards at break tables
- Recognition in program

**Break Gold Sponsor \$300**

- Friday and Saturday
- Name on table cards at break tables
- Recognition in program

**Door Prize Sponsor** – provide an item for the door prize drawing to be held at the afternoon reception on Saturday.

- Recognition in the program and at the reception on Saturday afternoon.

**Silent Auction Sponsor** (to benefit the UNM Southern NM Scholarship and the DACC Arch. Program) – provide an item for the silent auction to be held at the awards banquet on Saturday evening.

- Recognition in the program and at the banquet.

**Golf Tournament Prize Sponsor** – provide a prize to be awarded at the Golf Tournament to be held Sunday morning

- Recognition in the program and at the Golf Tournament Lunch

***\*You can upgrade to a Tier 1 Booth for an additional \$250 (if available). There are a limited number of Tier 1 Booths available, if the booth you requested is not available we will contact you with available booth locations and if a Tier 1 Booth is not available you will be refunded the additional charge.***

***\*\*There are limited numbers of Tier 1 Booths available, there are 7 sponsorship opportunities for first choice of booth location, booth assignments are made on a 'first come, first serve' basis. If the booth you have chosen is not available we will contact you with available booth locations.***