

Vendor Registration Form
MARAC Spring 2025 Harrisburg Meeting
The Hilton Harrisburg
May 1-3, 2025

Name and title of authorized representative: _____

Company: _____

Address: _____

Telephone number: _____

Email address: _____

Website: _____

Payment is enclosed for:

1. Exhibit space (Exhibit day is Friday, May 2, 2025)

\$_____ Single table for exhibits @\$700 – fee includes a session sponsorship and placement of vendor-designed ¼ page advertisement in program (see instructions below)

\$_____ Double table for exhibits @\$900 – fee includes a session sponsorship and placement of vendor designed ¼ page advertisement in program (see instructions below)

Lunch note – one boxed lunch is provided *gratis* per table space; additional boxed lunches may be ordered. MARAC will contact vendors one month prior to the conference to determine selections and dietary needs.

2. Sponsorships

All contributions will be gratefully acknowledged in the program and on MARAC's website.

\$_____ session sponsorship (\$100.00)

\$_____ towards Friday continental breakfast buffet (minimum contribution \$250.00)

\$_____ towards Friday afternoon refreshments (minimum contribution \$250.00)

\$_____ towards Friday morning plenary session (minimum contribution \$500.00)

\$_____ towards Friday luncheon and speaker (minimum contribution \$500.00)

\$_____ towards Friday evening reception (minimum contribution \$500.00)

\$_____ towards Saturday morning business breakfast (minimum contribution \$250.00)

3. Program advertising

The program is distributed 75 days prior to the meeting and is used as the primary guide to events. Payment and file with your advertisement copy must be received no later than **December 5, 2024**.

MARAC cannot guarantee your advertisement will appear if payment and/or ad copy is received after the deadline. Ad copy in the form of a PDF or EPS must be sent to Program Co-Editor, **Anna Clarkson**, at annajclarkson@me.com. Ad specifications are listed below.

GENERAL AD SPECIFICATIONS	AD SIZES AVAILABLE
<ul style="list-style-type: none"> • Color or black & white • PDF preferred • 300 ppi minimum resolution 	FULL PAGE: 7.25" W x 10" H
	HALF PAGE: Horizontal orientation 7.25" W x 4.75" H
	QUARTER PAGE: Vertical orientation 3.635" W x 4.75" H

ADVERTISING COSTS:

ADVERTISING OPTIONS	With Purchase of Exhibit Table	Without Purchase of Exhibit Table
Full page (7.25" W x 10" H)	_____ \$300.00	_____ \$500.00
Half page (horizontal orientation, 7.25" W x 4.75" H)	_____ \$100.00	_____ \$300.00
Quarter page (vertical orientation, 3.635" W x 4.75" H)	INCLUDED	_____ \$200.00
Business card (horizontal orientation, 3.5" W x 2" H)		_____ \$125.00

5. \$ _____ Total registration

The MARAC administrator will send you an invoice that you can pay online (Visa or Mastercard) through a link in the message or print to send with a check.

To ensure ad placement in the digital program, please return this form by **December 5, 2024** to Nick Zmijewski, Vendor Coordinator, at zmijewski@industrialarchives.org

Signature

Date