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**Frequently Asked Questions**

**about Sponsorship**

**Where can I find the available sponsorship opportunities?**

Sponsorship packages and other high exposure options are located on the RMISC website at [**www.rmisc.org**](http://www.rmisc.org). For additional information or questions, you may contact Stacey Pina at [stacey@iplanitmeetings.com](mailto:stacey@iplanitmeetings.com) or 303.325.3531

**How do I make my sponsorship commitment and/or reserve exhibit space?**

Commitments are made by completing the online Agreement at [**www.rmisc.org**](http://www.rmisc.org)

**When are the Exhibit Hours and key Conference Events?**

**Tentative Show Schedule (hours subject to change without notice):**  
**What is included “standard” in the exhibit booth fee?**

***Thursday, May 17, 2012***5:30 – 7:30 p.m……………… Reception   
7:30 - 9:00 p.m………………… Exhibitor Set-up

***Friday, May 18, 2012***6:00 – 7:00 a.m Exhibitor Set-Up / Check-In  
7:00 – 8:00 a.m Exhibits Open

Buffet Breakfast in Exhibit Hall

10:00–10:30 a.m Networking Break in Exhibit Hall   
12:15 -1:15 p.m Lunch

2:30 - 3:00 p.m. Dessert and Prize Drawings in Exhibit Hall

3:15 p.m. Exhibit Hall Closes

Exhibit Hall Tear down

The booth fee includes all standard pipe and draping, one company I.D. sign, one six (6) foot table, two chairs and one wastebasket. Listings, logo recognition, and number of complimentary conference registrations are based on your sponsorship level.

**How do we obtain hotel reservations?**

The Sheraton Downtown Denver will be offering a special discounted room rate for the conference of $179. Information on how to make your reservation will be available on the conference website at rmisc.org as well through the conference communication you will receive as a sponsor.

**When will I receive my booth number and logistical details necessary to prepare for the Conference?**

You will receive your booth assignment on or before April 6, 2012. At this time you will also receive the full exhibitor services kit which will outline information about furniture, labor, shipping and drayage as well as other additional services. Exhibit services will be provided by Brede Colorado. Should you have any questions relative to your space or shipping in the interim, you may contact them at **303-399-8600**.

**Does my Sponsorship offer the opportunity to speak at the Conference?**

Platinum and Gold sponsorship levels offer benefits relevant to speaking slots. Please refer to the sponsorship packages for details and remember…those commitments need to be confirmed prior to February 15, 2012 in order to take advantage of the speaking benefits!

**How can I increase my attendee exposure at the conference?**

The answer is “HIGH EXPOSURE OPPORTUNITIES”! Take a look at the options. Combined with the higher level sponsorship packages that offer the most benefits at the best value, your company will definitely stand out to our 500+ attendees.

**What is not included in the exhibit booth?**

These fees do not include furniture rental, shipping and drayage fees, display set-up fees, extra signage, additional representatives (beyond the complimentary registrations included with your fee), electrical or Internet services.