

MARKETING OPPORTUNITIES

Request for Networking Function or Meeting

Mandalay Bay Convention Center

• CONFERENCE

June 11 – 14, Mon – Thur

• EXPO

June 11 – 13, Mon – Wed

Fax to: ROC-NFPA, LLC + 1-630-271-8234
Or e-mail completed form to lkoski@rocexhibitions.com
Upon approval your information will be forwarded to the hotel/venue you selected.
You will be copied on the correspondence.



ROC-NFPA, LLC encourages exhibitors to make the most out of their time at the event and offers the opportunity to use meeting space at C&E at no additional cost.

Hold a networking function, sales meeting, distributor meeting or training with staff or clients.

- Only companies exhibiting at the event will be considered.
- The networking function and hours must be approved by ROC-NFPA, LLC before it is submitted to the hotel/venue of your choice.
- The hours must not interfere with the Expo hours or Conference activities.
- Expo hours are as follows:

Monday, June 11	2:30 pm - 6:30 pm
Tuesday, June 12	10:30 am - 3:30 pm
Wednesday, June 13	10:30 am - 2:30 pm (days and times are subject to change)
- Once your function is approved it will be sent to the hotel/venue you selected and a representative will contact you to assist in planning your function.

Company Name: _____ Exhibit Space #: _____

Address: _____ Address 2: _____

City: _____ State: _____ Zip/Postal Code: _____ Country: _____

Tel: _____ Fax: _____

E-mail: _____ Web Site: _____

Contact: _____

Type of Function: _____ (networking, meeting, training, etc.)

Who will be attending? _____ (staff, clients, prospects, etc.)

Date preferred: _____ Time preferred: _____ Number of people attending: _____

Room set: _____ Audio Visual needs: _____
(theater, classroom, hollow square, reception, etc.)

Catering needs: _____

Please check the location which you are interested in:

Meeting rooms are located in the Expo Hall

These meeting rooms will be equipped with podium, microphone, screen and LCD projector. You will need to provide your own computer. Any additional audio visual can be ordered at your expense.

Space is limited and based on availability. Length of time in meeting room may be restricted in order to accommodate other exhibitor's needs.

*Please note that if you are requesting a meeting room at the convention center for a day(s) in its entirety, you will be connected with our contact at the MBCC. In this case, you will be responsible for any charges incurred, including, but not limited to: room rental, audio visual needs, etc.

Other Options:

One of the NFPA C&E Hotels

Restaurants and local Las Vegas attractions or venues

*Note the Exhibitor is responsible for any costs associated with holding a meeting or function at this property or offsite location.

Request received at ROC-NFPA, LLC: _____

Request approved by: _____

Date sent to hotel/venue: _____

