

**OHIO COURT REPORTERS ASSOCIATION**  
**2016 ANNUAL CONFERENCE**  
*Recipes for Success*  
**April 22 - 24, 2016**  
**Crowne Plaza Columbus North**

**SPONSORSHIP OPPORTUNITIES**

Gain some valuable recognition at this year's Annual Conference by helping to underwrite the expense of bringing in the top-notch and thought-provoking speakers that OCRA member reporters have come to expect. The best doesn't come cheaply, however, which is why your support of OCRA's conference goes such a long way. Each sponsor receives special acknowledgement during the conference, plus inclusion of promotional material in attendee packets. In addition, OCRA will provide post-conference acknowledgement on our website and in our newsletter.

**Event and Session Sponsors:**

<i>Refreshment Break(s)</i>	<i>\$ 200</i>
<i>Continental Breakfast(s)</i>	<i>\$ 250</i>
<i>Alphabet Soup Friday Reception</i>	<i>\$ 300</i>
<i>Saturday Luncheon</i>	<i>\$ 450</i>
<i>Top Chef Saturday Reception</i>	<i>\$ 500</i>
<i>Keynote Speaker</i>	<i>\$ 700</i>

**Annual Conference Sponsors:**

Master Chef	\$1,000 +
Executive Chef	\$500 - 999
Sous Chef	\$250 - 499
Line Chef	\$100 - 249
Pastry Chef	\$50 - 99
Short-Order Cook	\$1 - 49

**Student "Chef-in-Training" Sponsors:** Any level welcome

**Onsite Exhibitor: \$175 (Friday & Saturday) or \$125 (Saturday Only)**

Be in the middle of the action and meet with reporters, firm owners, and students. Each exhibitor receives acknowledgement at the conference, plus inclusion of promotional material in attendee packets. In addition, exhibitors will receive post-conference acknowledgement on our website and in our newsletter. Exhibitors are placed in the middle of the action in front of the session entrances and near the refreshment and Silent Auction area. Exhibitors receive one complimentary Saturday luncheon and one Friday and Saturday reception ticket. Additional tables available for \$45, space permitting.

**Attendee Packet Insert Only: \$75**

Can't be at the meeting? Submit your promotional materials for inclusion in our attendee packets. *Get double attention* – donate an item(s) valued at \$150 or more for our Silent Auction and we will place your promotional brochure in the attendee packets free of charge.

**Silent Auction Contributor:**

Donate an item to our Silent Auction held on Saturday. Proceeds from our Auction benefit the OCRA Cardinal Foundation. The Foundation supports the education and advancement of the court reporting profession. All Auction contributors are acknowledged in our newsletter.

## IMPORTANT DETAILS AND DATES

**Exhibit spaces and sponsorship opportunities will be filled in the order they are received.**

**Non-refundable payment must be received no later than April 1, 2016.**

### **HOTEL INFORMATION:**

Crowne Plaza Columbus North  
6500 Doubletree Avenue  
Columbus, Ohio 43229  
(614) 885-1885  
www.cpcolumbusnorth.com

The Crowne Plaza Columbus North has extended a special rate of \$109 (plus tax) to overnight guests attending the OCRA Annual Conference. Please call 614-885-1885 for reservations. Special pricing is for Friday and Saturday evening only and will only be honored until room block capacity has been filled, or until March 31, 2016, whichever occurs first.

## ONSITE EXHIBITOR INFORMATION

All exhibitors will receive one six-foot exhibit table with skirting and electrical. Upon request, exhibitors will receive a complete listing of attendees after completion of the conference. Exhibitors may contact Crowne Plaza directly for shipment of any items. OCRA will not be held responsible for costs or receipt of shipped materials, storage of materials or loss. Exhibitors are welcome for any portion of the following time:

<b>Set-up time:</b>	Starting 10:00 a.m. on Friday, April 22; 7:00 a.m. on Saturday, April 23
<b>Exhibits open:</b>	12:00 p.m. – 8:00 p.m. Friday, April 22*
	8:00 a.m. – 5:00 p.m. Saturday, April 23**

*\* Plan to take advantage of the scheduled reception, which is to take place in the exhibitor/vendor area Friday evening, April 22nd, from 6:30 p.m. – 8:00 p.m.*

*\*\* Exhibits will need to be removed before 6:00 p.m. Saturday, April 23*

### **TO HAVE MATERIALS INCLUDED IN THE ATTENDEE HANDOUT PACKETS:**

Copies of promotional materials to be included in attendees' handout packets must be received no later than **April 9, 2016** (200 copies requested - extra copies will not be returned unless prior arrangements are made). Limit of two inserts (unless placed in a packet). We will insert small promotional items - such as pens, et cetera. Materials cannot exceed 9" by 12".

#### **OCRA Contact Information:**

Ohio Court Reporters Association  
605 North High Street, PMB 298  
Columbus, Ohio 43215  
614-300-0906  
info@ocraonline.com  
www.ocraonline.com

#### **Send Materials/Handouts:**

Ohio Court Reporters Association  
c/o Sarah Nageotte, Executive Director  
2274 Chapel Road  
Jefferson, Ohio 44047

**OCRA 2016 ANNUAL CONFERENCE REGISTRATION FORM**  
**(or register at [www.OCRAonline.com](http://www.OCRAonline.com))**

Please provide us with the name of your company and contact information exactly as you would like it to appear in promotional meeting materials:

**Company Name:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_ **Website:** \_\_\_\_\_

**Representative(s) attending:** \_\_\_\_\_

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- ☐ Refreshment Break(s) \$ 200
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- ☐ Saturday Luncheon \$ 450
- ☐ Top Chef Saturday Reception \$ 500
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- ☐ Sous Chef \$250 - 499
- ☐ Line Chef \$100 - 249
- ☐ Pastry Chef \$50 - 99
- ☐ Short-Order Cook \$1 - 49

**Student Sponsors:**

- ☐ Student "Chef-in-Training" Sponsor \$ \_\_\_\_\_

**Exhibitors:**

- ☐ Onsite Exhibitor: \$175 (Friday & Saturday) ☐ Onsite Exhibitor: \$125 (Saturday only)
- ☐ Attendee Packet Insert Only: \$75 ☐ Extra Luncheon Tickets (\$35 each) \_\_\_\_\_
- ☐ We will donate the following item(s) for use at the Silent Auction: \_\_\_\_\_  
Estimated value: \$ \_\_\_\_\_  
Please send item to Sarah Nageotte or indicate if you will be bringing to event ☐ Sending ☐ Bringing

We will be sending material for attendee handout packets:  
*Materials must be received before April 9, 2016*

☐ Yes ☐ No  
Quantity: 200

**Return Registration by April 1, 2016 to: OCRA, 605 North High Street, PMB 298, Columbus, Ohio 43215**

TOTAL REMITTED \$ \_\_\_\_\_

☐ I have enclosed check # \_\_\_\_\_ made payable to OCRA

☐ Charge my credit card. Name on Card \_\_\_\_\_ Exp \_\_\_\_\_

Card Number \_\_\_\_\_ CVC \_\_\_\_\_ Zip Code \_\_\_\_\_