



8-01-2019

Dear Exhibitor,

We invite you to participate as a resource fair exhibitor in the 20th Annual **Shoulder to Shoulder (StS) Conference**, to be held **Monday, October 28, 2019** at the Red Lion Hotel on the River in Portland. We expect approximately 700 attendees from around the state including: foster and adoptive parents, CASAs, caseworkers, social workers, lawyers, judicial officers, citizen review board members (CRB), mental health professionals, medical professionals, and others who impact the lives of foster and adopted children. We hope you will join us as an exhibitor at the Conference.

To maximize conference participant engagement with exhibitors, we will be including a PowerPoint slideshow of each exhibitor on the main conference stage and will also provide an exhibitor table engagement passport to attendees to promote traffic to tables for a grand raffle prize. Conference participants who turn in passports will additionally be entered into a drawing for a free scholarship for next year's conference.

The Conference exhibitor fee per table is **\$75 for 1 table host and \$100 for 2 table hosts** (an additional \$25 to cover the extra meal). Please note that the exhibitor fee does include a continental breakfast and lunch for 1-2 staff. Electricity can be provided at no additional cost as well.

To register as an exhibitor:

1. Visit the StS Registration Page via Universe: <https://www.universe.com/2019stsconference>
2. Click the Blue "Register" button (please note you do not need to create a Universe account to register)
3. You will see specific exhibitor table tickets at the bottom of the list. Select whether you want 1 or 2 people to host the table (max 2). *Any additional staff will need to register and pay for the conference. **To reserve a table – please ONLY select a ticket with Exhibitor Table in the title.***

After registering as an exhibitor, you will receive an email confirmation with all applicable conference information. On the morning of the event, please have exhibitor tables set up by 7:30am. Registration for conference participants will begin at 7:30am. Exhibitors may take down their table any time after 2pm.

Please feel free to contact me with any registration or event questions: elishabb@nayapdx.org or 503.288-8177 ext 323. For more information about the Conference and the excellent training opportunities it will provide, please visit the website as well: www.stsconference.com. We look forward to seeing you!

Sincerely,

Elisha Big Back B.S.W
Foster Care Services Manager
NAYA Family Center
503-288-8177 ext. 323
Cell 503-505-1128

ONLINE REGISTRATION IS AVAILABLE THIS YEAR! GO TO: <http://stsconference.com/about/sponsors/>

Exhibitor/Sponsor Application

Exhibitor Organization Name _____

Full Address _____

Phone _____ Fax _____

Representative at Conference _____

E-mail (required) _____

Meal Preference: Non-Vegetarian _____ Vegetarian _____

If applicable, 2nd Representative _____

E-mail _____

Meal Preference: Non-Vegetarian _____ Vegetarian _____

Exhibitor Fee: \$75 (one table host), \$100 (two table hosts)*

**Please note that the exhibitor fee does include continental breakfast and lunch for 1-2 staff persons.
Table rental includes table, chairs, linens and electrical.*

Number of tables _____ Electric needed? _____ Number of staff at table _____

Table location preference (we will try our best to accommodate):

No preference _____ ballroom foyer _____ hotel lobby _____

Notes: _____

Total Due: \$ _____

Paid by _____ Check # _____

Payment-in-Full Due by October 8, 2019. Please contact Elisha Big Back with any additional questions regarding payment: 503-288-8177 ext323

Check Payments:

Payable to: Oregon Foster Parent Association (OFPA) / Memo: StS Vendor

Mail application and fees to:

Shoulder to Shoulder c/o NAYA Family Center

5135 NE Columbia Blvd Portland OR, 97218