

# 2018 Oregon AHMA Annual Affordable Housing Conference

The Riverhouse Convention Center, Bend, Oregon

## Trade Shows Registration Information

1. The TRADITIONAL Trade Show will be held on Thursday, June 14, 2018, 9 am to 1:30 pm.
2. The REVERSE Trade Show will be held on Thursday, June 14, 2018, 3:15 pm to 4:45 pm.
3. Guest Room Block at the Riverhouse Hotel
  - The Riverhouse Hotel Reservations Line: 1-800-547-3928
  - Identify yourself as an attendee of the Oregon AHMA Conference.
  - Guest room rates:
    - \$129 – Single/double occupancy rate for Standard Queen, Standard Queen with sofa, Standard King, or Standard Double Queen, property view room
    - \$139 – Single/double occupancy rate for Deluxe King with sofa or Deluxe Double Queen, river view room
    - \$139 – Single/double occupancy rate for Superior Queen or Superior King, with sofa and fireplace, river view room
    - **The guest room block special rate ends on May 12.**
4. Meals
  - Light breakfast refreshments will be available at the convention center, 7 am to 9 am.
  - Thursday's lunch and dinner are free to exhibitors.
5. Trade Show(s) Registration and/or Door Prize Payment Instructions
  - **The DEADLINE to register for both trade shows is Friday, May 25.**
  - Please complete the fillable form on page 2 and email to [oregonahma@frontier.com](mailto:oregonahma@frontier.com) or, fax to 503-992-0853. Make sure to "save" the info before you print/email it, or it will disappear.
  - There is **no booth registration fee for Oregon AHMA vendor members.**
  - For non-member vendors, the booth registration fee is \$500. Please make your check out to Oregon AHMA & send to P.O. Box 1135, Forest Grove, OR 97116. To pay by **credit card**, please call the AHMA office, 503-357-7140. Or, pay via PayPal on the **Conference Exhibitor page** of our website: <http://www.oregonaffordablehousingmanagement.com/>
6. Payment Deadline/Refund Policy: Booth fees are due on June 1; no refunds after that date.
7. Thursday Trade Show Booth Set-Up/Break-Down Time Frame:
  - You may set up Thursday morning, (the day of the show), 7 am to 8:45 am
  - Booth break-down starts at 1:30 pm to make room for the Reverse Trade Show.

# 2018 Oregon AHMA Trade Shows Registration Form

Company \_\_\_\_\_, Address \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_, Zip \_\_\_\_\_, Ph \_\_\_\_\_

Contact Person \_\_\_\_\_, Email \_\_\_\_\_

Limit of 2 exhibitors per company, please.

Exhibitor Name \_\_\_\_\_ Thursday meals: lunch \_\_\_\_\_; banquet \_\_\_\_\_

I need (circle one) vegetarian; gluten free meals (lunch and dinner are plated)

Exhibitor Name \_\_\_\_\_ Thursday meals: lunch \_\_\_\_\_; banquet \_\_\_\_\_

I need (circle one) vegetarian; gluten free meals (lunch and dinner are plated)

## TRADITIONAL TRADE SHOW

Choose one:

**FREE** for Oregon AHMA vendor-members: includes an 8 ft. skirted table & chairs, recognition in our conference materials, the conference attendance spreadsheet, and meals.

**\$500** for non-members: includes an 8 ft. skirted table & chairs, recognition in our conference materials, the conference attendance spreadsheet, and meals.

## REVERSE TRADE SHOW & DRAWING

This event is **FREE** to all exhibitors.

We'll participate in this event.

We'll donate a prize for the Reverse Trade Show drawing held during the event.

## BANQUET DOOR PRIZE DONATION

**Banquet Door Prize Donation**

We'll donate a prize to the annual door prize drawing, held at the Thursday evening banquet.

We'll donate a cash prize instead, \$\_\_\_\_\_.

## PAYMENT TOTAL

Total Payment \$\_\_\_\_\_ (see page 1, #5 for payment options)