2005 Exhibitors and Sponsors

Academic Imaging Associates
Acanomp, Inc.
Archivart
Association of Canadian Archivists (ACA)
Aware, Inc.
Backstage Library Works
BMS Catastrophe, Inc.
Boston Photo Imaging
Brodart Co.
Chance Audio Archive Services
codeMantra, LLC
Conservation Resources International, L.L.C.
Crowley Micrographics
Cuadra Associates, Inc.
DHIS Worldwide
Elongent Systems, Inc.
Firelock Fireproof Modular Vaults
Gallery Systems
Gaylord Bros.
History Associates Incorporated
Hollinger Corporation
iArchives, Inc.
Image Retrieval, Inc.
Imaging 411, Inc.
INDUS
Infolinx System Solutions
InterPARES Project
Iron Mountain / National Underground Storage
Kirus Technologies, Inc.
Lockheed Martin
Metal Edge, Inc.
MINISIS, Inc.
National Archives and Records Administration
National Archives and Records Administration
National Library of Medicine
Neal-Schuman Publishers, Inc.
Northern Micrographics
OCLC: Online Computer Library Center, Inc
Olive Software, Inc.
Preservation Technologies, L.P.
PublicNet
PTES, Inc.
Re:discovery Software, Inc
RLG
S-T Imaging, Inc
Safe Sound Archive
Scanning America, Inc.
Scene Savers
TALAS
TechBooks
The Cutting Corporation
University Products, Inc.
Willsburg Associates, Limited

* Indicates partners that exhibited and sponsored.

The Hilton Washington Exhibit Hall

To Reserve Booth Space:

- Please read the Exhibit Rules and Regulations carefully.
- Review the floor plan, select your desired booth locations, and complete the enclosed Contract for Exhibit Space.
- Booth space will be assigned on a first-come, first-served basis as long as space is available. We encourage you to sign up soon, as we expect the CAPITAL IDEA! EXPO to be a sell-out!
- A signed contract and payment are required to secure your exhibit location.

Archives ★ Records
July 31 - August 6, 2006

Joint Annual Meeting
Hilton Washington
Conference Dates: August 2 - 5, 2006 ★ Exposition Dates: August 3 - 4, 2006

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THE CAPITAL IDEA! EXPO is...

... THE place for Archives and Records Professionals to learn about your products and services, ask questions, and provide their perspectives. This first-ever Joint Meeting brings together—in one place and at one time—the purchasing decision makers at the local, state, and national level. Take advantage of their CAPITAL IDEAS—and share a few of your own!

You’ll have more opportunity than ever before for interaction with your current and prospective customers as:

The “feeding frenzy” continues!
• A 2-hour opening “Happy Hour” in the Exhibit Hall on Thursday, August 3...
• Time for private appointments from 7:00 to 8:00 am on Friday, August 4...
• Breakfast in the Expo Hall from 9:00 to 11:00 am on Friday...
• And a Friday afternoon “Last Chance” Expo Hall break.

And that’s not all. The networking continues, too!
• Included with your booth registration are TWO complimentary meeting registrations, valued at $800. You’ll have access to current and potential customers not only on the show floor, but also at education sessions and networking events throughout DC 2006 Week.

This “boutique” show allows you more than 10 hours of conveniently scheduled exhibit time, of which a full 5.5 hours is unopposed by educational programming. It’s a great return on your CAPITAL INVESTMENT!

About NAGARA, COSA, and SAA

NAGARA: The National Association of Government Archives and Records Administrators, formed in 1964, is dedicated to the improvement of federal, state, and local government records and information management.

COSA: The Council of State Archivists, comprising the individuals who serve as directors of the principal agencies in each state and territorial government, focuses on cooperation among the states to define and communicate archival and records concerns at the national level and to work with other national organizations to ensure that the nation’s documentary heritage is preserved and accessible.

SAA: Founded in 1936 and representing more than 4,400 individual and institutional members, SAA is North America's oldest and largest national archival professional association. Its mission is to inform, educate, and advocate for archives and archivists in order to ensure the identification, preservation, and use of records of enduring value.

Join the Archives and Records profession’s decision-makers at DC 2006!

For more information about DC 2006, visit www.archivists.org or contact Nicole Unger at 410-571-0590 or via email at DC2006@gomeeting.com.

Why Exhibit at DC 2006?
It’s your best CAPITAL INVESTMENT this year!

At this first-ever Joint Annual Meeting of NAGARA, COSA, and SAA, you’ll:
• Find your target audience among more than 3,000 archives and records professionals representing a variety of settings, including corporations, government, libraries, universities, religious institutions, and museums.
• Develop relationships with archives and records professionals from the United States and throughout the world.
• Continue connections with current customers.
• Hear what archives and records professionals have to say about your product—and their future product needs.
• Increase your knowledge and understanding of the archives and records profession.
• Have 10 hours of conveniently scheduled exhibit time, of which a full 5.5 hours is unopposed by educational programming.
• Sell your products on the show floor.
• And you’ll qualify for outstanding sponsorship and advertising opportunities to suit your level of commitment.

“Building relationships is what this Expo is all about. When I make a purchasing decision for my organization, who I’m buying from is as important to me as what I’m buying. I just don’t have that same comfort level with a direct mail flyer or a telemarketing call.” – Elizabeth Adkins, CA / Ford Motor Company Archives

As an Exhibitor You Will Receive:
• One 7’ x 44” identification sign.
• 8-foot back wall drape and 3-foot side rail drape.
• One 6-foot table.
• Free Expo Hall booth carpeting (valued at $110)
• Two free conference registrations with each 8 x 10 booth (an $800 value!).
• A company profile in the DC 2006 Onsite Program distributed to every attendee.
• A complete list of pre-registered attendees (names and addresses).
• Your company listing on the DC 2006 website, with an optional link to your site.

DC 2006 Contacts

Exhibit Sales and Operations
Nicole Unger 410-571-0590 DC2006@gomeeting.com

GES will serve as the official full-service show contractor for the Expo. Shipping and handling of show materials, furniture, labor, drapeage, electrical, signs, custom carpeting, and other booth furnishings may be ordered from GES:

GES Exposition Services
Attn: Denise Kimney
301-583-5060 (phone)
301-583-5091 (fax)
dkinney@ges.com

Join us for DC 2006 “Archives” with a CAPITAL “A”!

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Meet More Than 3,000 Leaders in the Archives and Records Profession with the Power to Purchase:

• Archival Records
• Archival Supplies
• Computer-assisted Indexing
• Consulting Services
• Disaster Recovery Services
• Document/Text Management
• Image Management Systems
• Micrographics
• OCR/ICR
• Rare Books and Manuscripts
• Records Management Software
• Records Management Supplies
• Scammers
• Transcription Services

Exhibitor Registration:
Thursday, August 3, 11:00 am – 4:00 pm
Exhibitor Move-In:
Thursday, August 4, 1:00 – 4:00 pm
Show Hours (subject to change):
Thursday, August 4, 6:00 – 8:00 pm
Friday, August 5, 7:00 – 8:00 am (private appointments)
9:00 am – 4:00 pm
Tear Down:
Friday, August 5, 4:15 – 7:00 pm

Industries and Sectors Represented by Archives/Records Professionals:

• Corporations
• Government
• Libraries
• Records/Storage
• Finance/Banking
• Insurance
• Colleges and Universities
• Health Care Facilities
• Mass Media
• Historical Societies
• Religious Institutions
• Associations
• Consultants
• Entertainment
• Museums
• Printing/Publishing

Deadlines:

Application Deadline (for inclusion in Onsite Program): May 12, 2006
Exhibitor Registration Deadline: July 11, 2006
Hotel Reservation Deadline: July 11, 2006
Find your target audience among more than 3,000 archives and records professionals representing a variety of settings, including corporations, government, libraries, universities, religious institutions, and museums. Develop relationships with archives and records professionals from the United States and throughout the world. Continue connections with current customers. Learn what archives and records professionals have to say about your product—and their future product needs. Increase your knowledge and understanding of the archives and records profession. Have 10 hours of conveniently scheduled exhibit time, of which a full 5.5 hours is unopposed by educational programming. Sell your products on the show floor. You’ll have more opportunity than ever before for interaction with your current and prospective customers as:

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- Health Care Facilities
- Mass Media
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- Religious Institutions
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NAGARA + COSA + SAA = DC 2006
(Your Best Opportunity All Year to Make CAPITAL GAINS…)

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Booth space will be assigned on a first-come, first-served basis as long as space is available. We encourage you to sign up soon, as we expect the CAPITAL IDEA! EXPO to be a sell-out.

A signed contract and payment are required to secure your exhibit location.
Please indicate the name of a contact person for questions about your booth reservation if different than “Contact Person” above:

Booth Rental Fee: (Includes two complimentary meeting registrations, an $800 value!)
- Non-profit Exhibitors - $1,095
- Other Exhibitors - $1,195

Exhibitors will be furnished with the following standard booth equipment:
- 8 x 10’ booth
- Free booth carpeting in Expo show color (valued at $110!)
- 6’ table
- 8’ high back wall drape and 3’ high side rail drape
- One 7” x 44” identification sign
- Two chairs and one waste basket

Booth Location Choices:
Booths are awarded on a first-come, first-served basis.

<table>
<thead>
<tr>
<th>1st Choice</th>
<th>2nd Choice</th>
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<tbody>
<tr>
<td>3rd Choice</td>
<td>4th Choice</td>
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</tbody>
</table>

Please indicate if there is a particular company or type of company that you do not wish to be next to or across from. We will make every effort to accommodate your request.

Company Representatives:
Two complimentary meeting registrations are included in your booth registration fee (an $800 value!). (Registration forms will be included in the Exhibitor Service Kit that you will receive in late spring.) Please indicate below the names of up to two company representatives who will receive complimentary meeting registrations:

Please indicate below the names of up to two additional company representatives who will receive an Expo-only name badge:

Acceptance and Payment:
My signature indicates that I agree to the terms of the contract on the reverse and that I will set up and tear down my booth within the time-frames indicated on the schedule:

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

Enclosed is a check, made payable to SAA, for $________

Please charge my: ☐ MasterCard ☐ VISA ☐ American Express

<table>
<thead>
<tr>
<th>Card #</th>
<th>Exp. Date</th>
</tr>
</thead>
</table>

Name of Cardholder (please print) __________________________ Date ______

Signature of Cardholder __________________________ Date ______
DC 2006 Joint Meeting Exhibitor Contract

Terms of Contract

1. Payment of Exhibit Space – Payment must be received with application in order for your application to be processed. Exhibitors will not be given access to the Exhibit Hall until all fees are paid in full.

2. Cancellation of Space — No refunds will be given after assignment of booth space unless the space is sold by SAA to another exhibitor.

3. Relocation — Conference organizers reserve the right to move a booth, in consultation with the Exhibitor, if necessary.

4. Sharing Exhibit Space — No Exhibitor shall assign, sublet, or share space allotted with another business or firm unless prior written approval has been obtained from the conference organizers. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors, or agents in the Exhibitor’s display, with the exception of parent or subsidiary companies.

5. Fire Regulations — To ensure the safety of all participants, Exhibitors shall observe all state and local fire regulations. The cost for repairing any damages to the Hotel caused by the Exhibitor will be billed to the responsible Exhibitor. Nothing can be posted, tacked, nailed, screwed, or otherwise attached to any columns, walls, floors, ceiling, or furniture.

6. Exhibit Set Up — Display set up will begin at 1:00 pm on Thursday, August 3, 2006. All displays must be fully set up and ready by 4:00 pm on Thursday. After that time, any unattended booth with crated displays will be set up at the discretion of the conference organizers and all expenses will be charged to the Exhibitor. The Exposition will open promptly at 6:00 pm on Thursday, August 3.

7. Exhibit Tear Down — The dismantling of displays will begin at 4:15 pm on Friday, August 4, 2006. Crates will be returned starting at 4:30 pm on Friday. All Exhibitor displays or materials left in booths without instructions will be packed and shipped at the discretion of the conference organizers and all charges will be assessed to the Exhibitor.

8. Decorating and Shipping — The conference organizers will provide each Exhibitor with a detailed service kit from our Exposition Service Provider. This kit will include electrical, AV, and shipping information as well as additional services available. (Note that booth carpeting in the show color is provided. Should Exhibitor require custom carpeting, it may be ordered from the decorator at additional charge.)

9. Damages — It is agreed that the conference organizers and the host facility shall not be liable for any damage to, or destruction of, any exhibit from any cause or the theft or disappearance of any exhibit or property contained in and about the booth area. The Exhibitor agrees to indemnify and hold harmless SAA, NAGARA, CoSA, and host facility, or their employees or representatives, against any and all liabilities for damage, injury, or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees, representatives, or guests. SAA, NAGARA, and CoSA will not be held responsible or liable for charges or damages for any failure of performance due to Acts of God, labor disputes, shortage of materials, governmental authority, foreign hostilities, or other circumstances beyond reasonable control of either party.

10. Insurance Information — The conference organizers will endeavor to assist in the protection of Exhibitors by providing security at all times when the exhibit hall is closed. Due to the tremendous value of exhibits, however, it is impractical and impossible to insure Exhibitors' equipment against loss, theft, damage, and breakage. Neither the exhibit building nor any of its employees or representatives, nor any representative of SAA, NAGARA, and CoSA nor any sub-contractor will be responsible for any injury, loss, or damage to the Exhibitor, its employees, or its property. In addition, the Exhibitor should carry adequate insurance to protect from damage or injury caused by the negligence of the Exhibitor, its agent, or its employees. Show management will cooperate fully but cannot assume responsibility for damage to the Exhibitor’s property or lost shipments, either arriving or departing from the show site. If the exhibit fails to arrive, the Exhibitor will remain responsible for booth rental; refunds will not be made. Exhibitors should carry insurance against such risks.

11. Union Labor — Exhibitors must comply with union regulations applicable to installation, dismantling, and display of exhibits.

12. Observance of Laws — Exhibitors shall abide by and observe all laws, rules, regulations, and ordinances of any applicable government authority and all rules of the Exhibit Building.

13. Exhibitor Conduct — Distribution of pamphlets, brochures, or any advertising matter must be confined to the exhibit space, unless prior written permission is received from the conference organizers.

14. Attendee Lists — The conference organizers will make registration lists available to the Exhibitor 3 weeks prior to and/or 8 weeks after the Exposition, if requested in writing by the Exhibitor. Exhibitor may not sell, lend, or give these lists to any parties outside Exhibitor’s organization. All requests should be directed to DC2006@gomeeting.com
Now you can enhance your exposure in the CAPITAL IDEA! EXPO with sponsorship of a DC 2006 attendee take-away or event. Sponsorship is an extremely effective way to communicate your company’s commitment to archivists, their institutions, and their profession. A sponsorship proclaims your interest in providing the best education and networking in the industry. And with DC 2006’s comprehensive list of options, you’re sure to find one that meets your company’s needs and budget!

At DC 2006, you’ll share your message with more than 3,000 archives and records professionals from around the world. Attendees enjoy a week-long program of workshops, education sessions, networking opportunities, and special events. The CAPITAL IDEA! EXPO offers industry suppliers and partners the chance to showcase products and services to the profession’s decision makers. Here’s your chance to take your commitment to the next level!

New for 2006! Corporate Sponsorship Opportunities

A Corporate Sponsorship offers major contributors a special opportunity for continued recognition before, during, and after DC 2006. You’ll gain great visibility and have the chance to mingle with the hosting organizations’ leaders, staff, speakers, and supporters.

**Gold Sponsor** ................................................................................................... $25,000
- Ten conference registrations (a $4,000 value!)
- Two 8 x 10 premium-location Exhibit Hall spaces (a $2,300 value!)
- Your company name on all meeting signage displayed outside all meeting rooms and public hallways
- Corporate Gold Sponsor listing and logo in Preliminary and Onsite programs
- Full-page ads in Preliminary and Onsite programs (a $1,000 value!)
- Full-page ad in a pre-meeting issue of Archival Outlook (a $510 value!)
- Listing on the DC 2006 website, with a direct link to your site
- Multi-media recognition at the Plenary sessions
- Special acknowledgment by the Plenary session chairs
- Ten invitations to the Presidents’ Reception
- Your company’s promotional material inserted free in all attendee registration bags

**Silver Sponsor** ................................................................................................ $15,000
- Five conference registrations (a $2,000 value!)
- One 8 x 10 premium-location Exhibit Hall space (a $1,150 value!)
- Sponsorship of the Capital Idea! Expo Brunch on Friday, August 4
- Corporate Silver Sponsor listing and logo in Preliminary and Onsite programs
- Full-page ads in Preliminary and Onsite programs (a $1,000 value!)
- Full-page ad in a pre-meeting issue of Archival Outlook (a $510 value!)
- Listing on the DC 2006 website, with a direct link to your site
- Five invitations to the Presidents’ Reception
- Your company’s promotional material inserted free in all attendee registration bags

**Bronze Sponsor** ................................................................................................. $5,000
- Two conference registrations (an $800 value!)
- One 8 x 10 Exhibit Hall booth
- Half-page ads in Preliminary and Onsite programs (a $700 value!)
- Corporate Bronze Sponsor listing and logo in Preliminary and Onsite programs
- Listing on the DC 2006 website, with a direct link to your site
Specific Sponsorship Opportunities

If you’d prefer, you may sponsor individual events or take-away items that are sure to be memorable for meeting attendees. Following are lots of options to help you meet your marketing goals within your budget. All sponsors will be listed in the Onsite Program and on the DC 2006 website just as soon as sponsorship is confirmed. Confirm early for additional exposure!

All-Attendee Reception* .......... $35,000

The event that just keeps growing! Attendees take advantage of this time to network with old friends and colleagues and to make new ones. You’ll have the opportunity to highlight your organization’s name and presence in a relaxed and fun atmosphere as archivists take on the Capital City! Sponsor the entire event or select from the “a la carte” menu below:

★ Can We Buy You a Drink?
Your opportunity to have “face time” with attendees as they enter the reception site. Pre-printed drink tickets will include the following text: “Free Drink compliments of Your Company Name and Logo.” ................................. $5,000

★ Food Station — Sponsor one of our delectable food stations at the reception. We’ll place signage at your station and also provide attendees with any giveaways (eg, napkins, pens, trinkets) that you provide. ......................................................... $2,000

★ Transportation — We’ll place your company name on each and every bus that you sponsor! In addition, we’ll make an announcement on your sponsored bus en route to our reception to publicly thank your company for its sponsorship. Be sure to take your sponsored bus, so that we can personally acknowledge you! ........................................................ $500 per bus

*For those not able to sponsor the entire event, partial sponsorships are available.

Capital Idea! Happy Hour in the Exhibit Hall......................................................... $15,000

Here’s your chance to showcase your company in the Exhibit Hall, where your current and prospective clients have direct access to you. We’ll highlight your generosity on a large “thank you” banner, signage at all food stations, and drink tickets that carry your company name and logo. And we’ll provide a public “thank you.”

DC 2006 Tote Bags.............................................................................................. $15,000

How many tote bags does anyone need? Well, based on the clamoring for bags every year, we can only assume that the answer is “never enough”! Imagine your company name and logo displayed all week long as more than 3,000 attendees carry their tote bags around the meeting facility, around Washington, DC, and back home. They’ll remember your company’s generosity for years to come!

Capital Ideal Brunch in the Exhibit Hall............................................................ $10,000

Yes, the feeding frenzy continues! Our attendees love to eat, and you’re sure to receive their thanks and recognition for providing a delectable Brunch, complete with all the trimmings. This 2-hour event will feature food station signage and a banner highlighting your company’s name and logo, and a public "thank you" for your generosity.

Attendee Badge Wallets .................................................................................... $7,000

Attendees are required to wear their badges just about everywhere, and your company name and logo will travel with them during the conference—and beyond. Let’s see: 3,000 attendees x 1,000 impressions/day x 6 days equals....?

Presidents’ Reception ....................................................................................... $5,000

Select groups are invited to attend the Presidents’ Private Reception. Here’s your opportunity to place your company’s name before past, present, and future leaders of SAA, NAGARA, and COSA. You’ll receive personal thanks from the Presidents and signage at the door.

New Member/First-Timer Breakfast ................................................................ $4,000

They came in droves at Boston 2004 and New Orleans 2005, and we’re expecting no less in Washington! If you’re looking for new leads and contacts, what better place to make an important first impression than at this special function just for new members and first-time attendees? Here’s your chance to develop strong partnerships with the future of the profession! Sponsorship includes signage and a public “thank you.”

“Last Chance” Exhibit Hall Break................................................................. $3,000

No matter how well attendees plan, they always seem to find themselves in the Exhibit Hall for that one last visit before the hall closes. You can take advantage of this heavily trafficked time to leave a lasting impression. Sponsorship includes snack station signage and a public “thank you.”

Closing Party Band/Entertainment .................................................................. $3,000

You’ll leave a "lasting" impression at this last official event of DC2006. Archivists love to rock, and our hired entertainers will make sure they dance the night away — thanks to you!

For complete information about these sponsorship opportunities—or to begin customizing your own sponsorship—please contact: Nancy Beaumont, SAA Executive Director, (312-922-0140, nbeaumont@archivists.org) or Nicole Unger, Conference & Logistics Consultants (410-571-0590, dc2006@gomeeting.com).
This sponsorship agreement is between the Society of American Archivists (SAA) and [company name], which agrees to sponsor the following item(s) or event(s) at DC 2006, the Joint Annual Meeting of SAA, the National Association of Government Archives and Records Administrators, and the Council of State Archivists, to be held July 30-August 6 in Washington, DC. SAA agrees to provide recognition to [company name] at DC 2006 as detailed on the accompanying "Sponsorship Opportunities" form, which is considered a part of this agreement.

Please indicate your selection(s) from the following options:

<table>
<thead>
<tr>
<th>ITEM OR EVENT</th>
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</tr>
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<tbody>
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</tr>
<tr>
<td>Capital Idea! Happy Hour in the Exhibit Hall</td>
<td>$15,000</td>
</tr>
<tr>
<td>DC 2006 Tote Bags</td>
<td>$15,000</td>
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<tr>
<td>Silver Sponsor</td>
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<tr>
<td>Capital Idea! Brunch in the Exhibit Hall</td>
<td>$10,000</td>
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<tr>
<td>Attendee Badge Wallets</td>
<td>$7,000</td>
</tr>
<tr>
<td>Bronze Sponsor</td>
<td>$5,000</td>
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<tr>
<td>Can We Buy You a Drink?</td>
<td>$5,000</td>
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<tr>
<td>Presidents’ Reception</td>
<td>$5,000</td>
</tr>
<tr>
<td>New Member/First-Timer Breakfast</td>
<td>$4,000</td>
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<tr>
<td>Closing Party Band/Entertainment</td>
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<tr>
<td>&quot;Last Chance&quot; Exhibit Hall Break</td>
<td>$3,000</td>
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<tr>
<td>Food Station at All-Attendee Reception</td>
<td>$2,000</td>
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<tr>
<td>Reception Transportation</td>
<td>$500 per bus</td>
</tr>
<tr>
<td>Other Sponsor Opportunity</td>
<td>$_____</td>
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</tbody>
</table>

Describe here: ________________________________________

For those not able to sponsor the entire event, partial sponsorships are available.

The undersigned parties agree to the above:

Company Representative Name (please print) __________________________

Title (please print) __________________________

Signature __________________________

Company Name (please print) __________________________

Date Signed __________________________

Nancy P. Beaumont, SAA Executive Director

Nancy P. Beaumont __________________________

The Society of American Archivists __________________________

Date Signed __________________________
Increase your visibility by advertising in the DC 2006 Preliminary and Onsite Programs!

The DC 2006 Preliminary Program...
...is sent to more than 5,000 current SAA, NAGARA, and COSA members, as well as past meeting attendees and archives and records professionals who live and work within 500 miles of the meeting site. It includes complete information about the content of the meeting, and is the major tool that prospective attendees use to determine if and when they will attend the meeting.

The DC 2006 Onsite Program...
...will remain on the shelves of the more than 3,000 meeting attendees as a keepsake of the meeting — and your message will be seen again and again.

<table>
<thead>
<tr>
<th>Advertising Deadline</th>
<th>Preliminary Program</th>
<th>Onsite Program</th>
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<tbody>
<tr>
<td>February 17, 2006</td>
<td>5,000</td>
<td>3,000</td>
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<table>
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<tr>
<th>Trim Size</th>
<th>Preliminary Program</th>
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<tbody>
<tr>
<td>8 1/2 x 11</td>
<td>8 1/2 x 11</td>
<td>5 1/2 x 8 1/2</td>
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<table>
<thead>
<tr>
<th>1/4-page Rates and Sizes</th>
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<th>Onsite Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>$250 / 3 1/4 wide x 4 1/4 deep</td>
<td>Not available</td>
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<tr>
<th>1/2-page Rates and Sizes</th>
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<th>Onsite Program</th>
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<tbody>
<tr>
<td>$400 / 7 x 4 1/2</td>
<td>$300 / 4 1/2 x 3 3/4</td>
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<table>
<thead>
<tr>
<th>Full-page Rates and Sizes</th>
<th>Preliminary Program</th>
<th>Onsite Program</th>
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</thead>
<tbody>
<tr>
<td>$550 / 7 x 9</td>
<td>$450 / 4 1/2 x 7 1/2</td>
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<table>
<thead>
<tr>
<th>Inside Front Cover</th>
<th>Preliminary Program</th>
<th>Onsite Program</th>
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<tbody>
<tr>
<td>$700 / 7 x 9</td>
<td>$525 / 4 1/2 x 7 1/2</td>
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<table>
<thead>
<tr>
<th>Inside Back Cover</th>
<th>Preliminary Program</th>
<th>Onsite Program</th>
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<tbody>
<tr>
<td>$700 / 7 x 9</td>
<td>$525 / 4 1/2 x 7 1/2</td>
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</table>

<table>
<thead>
<tr>
<th>Back Cover (Premium)</th>
<th>Preliminary Program</th>
<th>Onsite Program</th>
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<tbody>
<tr>
<td>$800 / 7 x 9</td>
<td>$625 / 4 1/2 x 7 1/2</td>
<td></td>
</tr>
</tbody>
</table>

Ad Specifications:
Clean black-and-white or red copy only. Glossy photos only. Artwork to size. Ads may be sent as electronic files if they are created in QuarkXpress, Adobe Illustrator, or Adobe Photoshop. They may be saved as or include graphics in .tif, .eps, or .jpg format and must be at least 300 dpi. (Files sent in any formats other than those outlined may not be usable. Additional fees will be incurred to translate, and quality of reproduction may be compromised. Conversion of ads to preferred materials, as well as other production charges, will be billed at cost plus handling.) Save files on floppy disk, 100MB Zip, or CD. Macintosh files are preferred, but PC files are accepted. All picture files, fonts, and a final paper proof must be included. For questions regarding electronic submission, please contact Carlos Salgado at csalgado@archivists.org. To send your files electronically, please Stuff or Zip the files and email them to csalgado@archivists.org.
A.  ☐ Preliminary Program
    ☐ Onsite Program
    ☐ Both Programs

B.  ☐ 1/4 page
    ☐ 1/2 page
    ☐ Full Page
    ☐ Inside Front Cover
    ☐ Inside Back Cover
    ☐ Back Cover

C.  ☐ Exhibitor
    ☐ Non-exhibitor

Company Name

Contact

Address

City          State          ZIP

Telephone

Fax

Email Address

Send artwork and payment to:
Society of American Archivists
527 S Wells St, Fifth Floor
Chicago, IL  60607
312-922-0140
312-347-1452 (fax)
csalgado@archivists.org

Artwork must accompany payment.