

**2008 Annual
Convention**

**May 13 – 14, 2008
World Trade Center
Boston, MA**

EXHIBITOR REGISTRATION AGREEMENT (ERA) FORM

Please type or print your information below. Your company name will appear in all convention materials, signs, etc. as you have indicated it below.
 Company _____

Street Address _____

City _____ State _____ Zip _____ Contact Person _____

Phone _____ Fax _____ Email _____

EXHIBIT SPACE PRICES

	Before 4/28/08	After 4/28/08	Before 04/28/08	After 04/28/08
	Single-Space 10' x 10' Booth	Single-Space 10' x 10' Booth	Single-Space 6' Table Top	Single-Space 6' Table Top
Member*	\$1,500	\$1,800	\$975	\$1,275
Non-Member	\$2,300	\$2,600	\$1,775	\$2,075

*Must be a Member in good standing at the time of event. 10% Discount for multiple booth registrations.

Exhibit Space Requested: 1st Choice # _____ 2nd Choice # _____ 3rd Choice # _____ 4th Choice # _____

NOTE: Exhibit Rental Spaces will be assigned on a first-come, first-served basis. MMA assigns booth numbers upon receipt of completed registration forms and payment. Certain spaces are reserved for Annual Sponsors. For sponsorship levels, please contact the MMA office at: (781) 246-0601

BOOTH/TABLE TOP SELECTION

MEMBER

NON-MEMBER

Before April 28, 2008

_____ Single-Space Booths @ \$1,500 \$ _____ # _____ Single-Space Booths @ \$2,300 \$ _____

_____ Single-Space Table Tops @ \$975 \$ _____ # _____ Single-Space Table Tops @ \$1,775 \$ _____

After April 28, 2008

_____ Single-Space Booths @ \$1,800 \$ _____ # _____ Single-Space Booth @ \$2,600 \$ _____

_____ Single-Space Table Tops @ \$1,275\$ _____ # _____ Single-Space Table Top @ \$2,075 \$ _____

10% discount for multiple space - \$ _____ 10% discount for multiple space - \$ _____

Total Member Price \$ _____ **Total Non-Member Price** \$ _____

PAYMENT INFORMATION

If paying by check, please make your check payable to MMA and mail with the completed registration form to Massachusetts Mortgage Association, 607 North Avenue, Building 14/2nd Floor, Wakefield, MA 01880. If paying by credit card, please complete the information below:

Payment Method: Check AMEX Visa MasterCard Discover

Name of Cardholder _____

Billing Address of Cardholder _____

City _____ State _____ Zip _____ Phone _____

Credit Card # _____ Expiration Date _____

Signature of Cardholder _____

Please fax credit card payment information to: (781) 246-2625
 Questions? Call Clarice Callahan, MMA Managing Director at (781) 246-0601

EXHIBITOR REGISTRATION AGREEMENT (ERA)

I have read the ERA and agree to its terms. I understand the ERA contains the entire agreement, which may be modified only by the MMA Office. No refunds, no credits, no exceptions. Thank you.

Name _____ Signature _____ Date _____

COMPLIMENTARY EXHIBITOR PERSONNEL REGISTRATION INFORMATION

ALL EXHIBITOR EMPLOYEES MUST REGISTER AS EXHIBITOR PERSONNEL – NO EXCEPTIONS

Each 10' x 10' Booth Space includes four (4) Complimentary Exhibitor Registrations. Each Table Top Exhibit Space includes Two (2) Complimentary Exhibitor Registrations. All Additional Exhibitor Personnel are \$200.00 each or \$250 each after April 28, 2008. Exhibitor Personnel Registration Includes: Admission to the Exhibit Area, Conference Seminars, Breakout Sessions, May 13 Evening Welcome Reception, and Complimentary Exhibitor Refreshments.

Employee names will appear exactly as indicted on this form. You may photocopy this form for additional attendees.

Exhibitor Name: _____ Booth Number(s) _____

First Name: _____ Last Name: _____

Phone _____ Fax _____ Email _____

First Name: _____ Last Name: _____

Phone _____ Fax _____ Email _____

First Name: _____ Last Name: _____

Phone _____ Fax _____ Email _____

First Name: _____ Last Name: _____

Phone _____ Fax _____ Email _____

ADDITIONAL EXHIBITOR PERSONNEL REGISTRATION INFORMATION

First Name: _____ Last Name: _____

Phone _____ Fax _____ Email _____

First Name: _____ Last Name: _____

Phone _____ Fax _____ Email _____

Exhibitor Registrations before April 28, 2008 - \$200.00 ea. Exhibitor Registrations after April 28, 2008 - \$250.00 ea.

_____ Additional Exhibitor Personnel @ \$200.00

_____ Additional Exhibitor Personnel @ \$250.00ea

Total Exhibitor Personnel @ \$200.00 Due: \$ _____

Total Exhibitor Personnel @ \$250.00 Due: \$ _____

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Questions? Call Denise Leonard or Clarice Callahan at the MMA at: 781-246-0601

EXHIBITOR REGISTRATION AGREEMENT (ERA)

The following materials comprise the contract regulations set forth by the Massachusetts Mortgage Association (MMA) for all exhibiting companies and their personnel exhibiting at the MMA 2008 Annual Convention.

CONTRACT FOR SPACE

The Exhibitor Registration Form must be completed in its entirety and accompanied by full payment. Registrations received for exhibit space will not be processed and confirmed without all the completed information and appropriate related fees. The Exhibitor Registration Agreement (ERA) acknowledgement must be signed. By signing the agreement acknowledgement the exhibitor agrees to the terms of the contract between the MMA and the Exhibitor. Any point not specifically covered in this agreement is subject to the decision of the MMA, whose decision shall be final.

BOOTH & TABLE-TOP SPACE ASSIGNMENTS

Exhibit spaces will be confirmed on a first-come, first-served basis. Booth and table-top prices appear on the Exhibitor Registration Form. Confirmation of your registration and exhibit space number will be made only after receipt of completed registration form and full payment. Confirmation will be sent directly to the contact name provided on the Exhibitor Registration Form. Please do not call the MMA office for your booth/space number, but check with your contact person. All spaces are being sold at the prices shown on the Exhibitor Registration Agreement Form regardless of the size. The MMA reserves the right to make adjustments as necessary.

BOOTH SPACE/TABLE-TOP SPACE

All measurements shown on the floor plan have been made as accurate to scale as possible. Booth Space sizes are 10'x10' and Table-Top Space sizes are 6' long (unless otherwise noted). MMA reserves the right to make modifications as may be needed, making equitable adjustments with the affected exhibitors. All exhibitor spaces are noted on floor plan. All **10' x 10' Booth Package includes:** backed by 8' back drape, 3' side drape, two chairs, one-line identification sign displaying the exhibiting company, blue event color carpeting, and four (4) full Exhibitor Personnel registrations. All company signage will read as provided by the exhibitor on the Exhibitor Registration Form. The **Table Top Package includes** one 6' draped table, two chairs, blue event color carpeting, and two (2) full Exhibitor Personnel registrations. ALL other Exhibitor Personnel MUST register and pay as Additional Exhibitor Personnel, NO EXCEPTIONS.

EXHIBIT SPACE SET-UP & DISMANTLE POLICY

Exhibitors are to set up and dismantle at the times provided on this agreement. At no other time can an Exhibitor set up or dismantle its booth without prior consent of the MMA. Set up is to take place on Tuesday, May 13, 2008 between the hours of 1:00 pm and 9:00 pm. and again on Wednesday, May 14, 2008 between the hours of 7:00 am and 9:00 am. Exhibitors must be set up by 9:00 am sharp on May 14, 2008. Official start time for the exhibit hall is 10:00 am on Wednesday, May 14, 2008. Dismantling of booths is to take place on Wednesday, May 14, 2008 between the hours of 5:00 pm and 10:00 pm. You may NOT begin dismantling your booth or packaging your materials before 5:00 pm on May 14, 2008.

SECURITY

The Exhibit Hall will be secured during non exhibit hall hours. Staff will be instructed to admit no one to the Exhibit Hall without the proper Convention Identification. Only Exhibitors will be allowed access to the Exhibit Hall during set-up and dismantle hours. Exhibitor assumes all risk for loss and damage to booth contents.

CONVENTION SERVICES CONTRACTOR

The official convention services contractor for the 2008 MMA Annual convention is Freeman Exhibition Services. Furnishings and other specialty convention services are contracted separately through Freeman. All services required from Freeman are at the expense of the individual exhibitor. Order forms will be provided in your Exhibitor Service Kit that will be sent to each Exhibitor shortly after receipt of your Exhibitor Registration Agreement. You may contact Freeman directly for all your exhibit booth and table-top space needs at 781-380-7550.

SHIPPING / STORAGE / BOOTH SET-UP/INSTALLATION

Information and order forms regarding transportation, storage, set-up or dismantle of your Exhibit space will be provided within your Exhibitor Service Kit. Please read all shipping instructions from Freeman Exhibition Services carefully, to facilitate arrival of your shipment(s) at the Exhibit Hall.

ELECTRICAL, INTERNET & PHONE SERVICES

Complimentary wireless access is available in the World Trade Center and the Seaport Hotel spaces. The Seaport World Trade Center does not guarantee access to free internet services. Electrical, Internet and Phone Services may be contracted directly through the Freeman Exhibition Services. Order forms will be included in the Exhibitor Service Kit. Exhibitors are responsible for direct payment to the contractor(s). MMA is not responsible for orders or payments.

INSURANCE

Exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury to persons or damage to exhibitor's displays, equipment, or other property brought upon the premises of the hotel and agrees to indemnify, defend, and hold harmless the group and the hotel, their respective owners, agents, and employees against all claims, actions, causes of action, demands or liabilities of whatsoever kind and nature including but not limited to, judgments, interest, reasonable attorney's fees, and all other related costs and charges arising out of exhibitor's use of the hotel premises, excluding any liability caused by the negligence of the group and/or the hotel or their respective owners, agents and employees. The exhibitor understands that neither the group nor the hotel maintains insurance covering the exhibitor's property or lost revenue, and it is the sole responsibility of the exhibitor to obtain such insurance.

PAYMENTS & CANCELLATION POLICY

Checks and most credit cards are acceptable forms of payment. All returned checks will be subject to additional bank and processing fees. Payments will be processed upon receipt. NO refunds or credits will be issued. NO EXCEPTIONS!

MISCELLANEOUS

Under no circumstances can attendees/exhibitors/sponsors host a hospitality suite during the convention without prior MMA approval. All requests must be reviewed and pre-approved by the MMA. Thank you for your cooperation.

CONVENTION SPONSORSHIP OPPORTUNITIES

MMA Annual Corporate Sponsorships are available to provide year round exposure to and support of the MMA membership. Annual Sponsorship Packages are specially designed for your company to provide you with substantial company exposure at the convention and other MMA events throughout the year. We invite you to choose an individual sponsorship or to call Denise Leonard or Clarice Callahan at 781-246-0601 to customize a conference or annual sponsorship package that best suits your company's needs.

All Convention Sponsors Receive Advertising In the Sponsors Section of the Official Convention Program Guide.

CONVENTION BADGES ~ \$3,500 (1) Available

Put your company name and logo in front of every convention attendee by sponsoring the official convention name badge that includes a standard (no logo) lanyard. You provide your company name and logo, we supply the badges.

CONVENTION BAGS ~ \$2,500 (1) Available

Put your company name, logo and promotional materials in the hands of every convention attendee by sponsoring the official convention bags. You supply your company name and logo for imprinting as well as your printed materials for insertion, we supply the bags.

SEATING AREA ~ \$2,500 (2) Available

Sponsor one or both designated seating areas where attendees will have lunch, network, or just rest for a few moments. Your company will be promoted as the sponsor of your seating area for the entire convention. Sponsorship signage will placed within the area and you may place centerpieces, company literature or promotional materials on the tabletops. This is a very high visibility sponsorship.

LEGISLATIVE AND REGULATORY UPDATE KEYNOTE SESSION ~ \$1000 (1) Available

Sponsor this important and highly attended legislative and regulatory session featuring keynote speaker, Commissioner of Banks, Steven Antonakes. Sponsorship includes: the opportunity to briefly address the attendees and introduce the guest speaker, sponsorship signage at the session, and company literature or promotional materials may be distributed to attendees if desired.

MAY 13TH WELCOME COCKTAIL RECEPTION ~ \$2500 (2) Available

Sponsor the 'signature' networking event as we kick off the convention with our Welcome Cocktail Reception. Sponsors receive sponsorship signage at the reception and 10 complimentary reception admission tickets.

MAY 14TH MORTGAGE INDUSTRY LUNCHEON WITH KEYNOTE SPEAKER ~ \$3000 (1) Available

Sponsor this important and well attended industry luncheon featuring a highly anticipated keynote guest speaker. Sponsorship includes the opportunity to briefly address the attendees and introduce the guest speaker, sponsorship signage at the session, and company literature or promotional materials may be distributed to attendees if desired.

MAY 14TH ATTENDEE APPRECIATION CELEBRATION ~ FOOD STATION ~ \$2,000 (4) Available

Attendees are sure to appreciate your hospitality as you treat them to complimentary hors d'oeuvres at one of the four sponsored food stations as we wind down the convention with the Attendee Appreciation Celebration from 3:00 pm – 5:00 pm in the exhibit hall. Sponsors receive sponsorship signage at the celebration.

MAY 14TH ATTENDEE APPRECIATION CELEBRATION ~ HOSTED BAR ~ \$2,000 (4) Available

Attendees will welcome the opportunity to relax with a drink at one of the four sponsored cash bars as we wind down the convention with the Attendee Appreciation Celebration from 2:00 pm - 5:00 pm in the exhibit hall. Sponsors receive sponsorship signage at the celebration and 10 complimentary drink tickets to enjoy or distribute as you wish.

ATTENDEE FLAT SCREEN PLASMA TV GIVEAWAY ~ \$2000 ONLY TWO (2) Available!

This is a spin off to last year's exhibitor bingo – except better! Attendees enter one of two raffles to win a wide-screen plasma TV's right from your booth (sorry, no table top exhibitors). This is a definite way of getting attendees to visit your booth! TV's will be prominently located in the exhibit hall and will proudly display your company name and logo, and direct attendees to your booth for the entire duration of the convention.

OFFICAL CONVENTION PROGRAM GUIDE ADVERTISING ~ Two Options ~ \$250 & \$500

Half Page Advertisement at \$250.00 is approximately 2.25" x 4.25"; Full Page Advertisement at \$500.00 is approximately 4.25" x 8.5". All advertisements must be submitted in one color only, in acceptable file formats and must be received by April 28 for inclusion. Call for details.

CONVENTION SPONSORSHIP SELECTION

Please type or print your information below. Your company name will appear in all convention materials, signs, etc. as you have indicated it below.

Company _____

Street Address _____

City _____ State _____ Zip _____ Contact Person _____

Phone _____ Fax _____ Email _____

Sponsorship Item: _____ Amount: \$ _____

Sponsorship Item: _____ Amount: \$ _____

Total Sponsorship Funds Due: \$ _____

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