

# AREGC Vendor FAQ 2025

- Minimum Vendor cost is **\$2500** and are available on a first-come, first-served basis.
- Premium sponsorships are available on a first-come, first-served basis.
- Sponsorship fee **INCLUDES** the following:
  - **One** 10X10 booth:
    - Table (6') with white skirt
    - Two chairs
    - One wastebasket
    - 8' backdrop drape – white and 3' tall side dividers – white
    - One ID sign
    - General use Wi-Fi Internet
  - **One** conference attendee registration (\$650 value), if you will have more than one attendee then you will need to register them individually and pay an additional \$650 for each additional attendee. All attendees must register at [AREGC Conference](#) once individual registration is opened in March.
  - The **one** conference attendee registration includes attendance at the Sunday night reception, all conference sessions, and conference meals and Tuesday night banquet.
- Sponsorship fee does **NOT INCLUDE** the following: Some of these items are available for extra cost via
  - CHS - <https://conventionhandlingservices.boomerecommerce.com/>
    - Additional chairs
    - Tablecloth, display stands, etc...
    - Drayage
  - Encore - <https://eventnow.encoreglobal.com/>
    - Power drop at booth
    - Video/Audio equipment
- Receipts will be sent to the email on file from registration. For questions regarding receipts please email [accountsreceivable@nreca.org](mailto:accountsreceivable@nreca.org)
- Vendor setup begins Saturday June 14<sup>th</sup> at 3pm – 8pm. Also Sunday June 15<sup>th</sup> 8am – 4pm
- Vendor display materials can be shipped and setup using CHS - <https://conventionhandlingservices.boomerecommerce.com/>
- All cancellations must be made in writing. Sponsorship cancellations received after May 1<sup>st</sup>, 2025, are nonrefundable. Send written request to [accountsreceivable@nreca.org](mailto:accountsreceivable@nreca.org) or fax to 703-907-5951.