



ATTENDEE EMAIL MARKETING OPPORTUNITIES CONTRACT & ORDER FORM

*All Terms & Payments MUST be agreed to before emails are sent

NECA is offering an email marketing service that will allow only confirmed NECA 2020 LIVE Exhibitors to send an approved email to registrants. The exhibiting company will send the requested email message to NECA Show Management in advance for approval. NECA will send your approved message to the following lists, upon receipt of this completed Contract and Payment.

Company Name _____

recognizes any/all email lists are the property of NECA and providing this "one-time use" provided all terms are met.

Address _____

City _____ ST _____ Zip _____ Phone _____

Primary Contact _____ Job Title _____

Contact email _____

COST: \$1,600 per email timeslot. 100% due at signing of this agreement

DISTRIBUTION LISTS:

Emails for targeted dates of 8/25/2020 – 10/10/2020 will include 2020 Pre-Registration Only

Emails for targeted dates of 10/13/2020 – 11/07/2020 will include 2020 Final Registration list

A confirmation email will be sent upon receipt of this completed contract. It will include all specifications and deadlines. However, for your planning process, here are a few details / suggestions:

- No maximum length or number of links
- Must send the files at least five (5) business days in advance of email timeslot
- Open rate analytics will be available one week following the email
- File format must be HTML
- Create an html email template with messaging and graphics
- Send either the actual html code as a package with .jpg or .png images to link, or hosted on your website and send link
- The email will be distributed through MailChimp
- We suggest creating a custom landing page, so you will be able to track web activity.
- NECA is not responsible for any formatting issues sent from exhibitor.
- If formatting issues are not resolved by contracted date, NECA is not responsible for missing email opportunity and it will not be rescheduled.

ACCEPTANCE:

We understand that this is a binding contract upon acceptance by NECA and is subject to all the terms, conditions, rules, and regulations that hereto constitute a part of, or are included in this contract. NECA reserves the right to reject this application for any reason. Full payment must be received before any email is distributed.

Initial here: _____

SELECT THE TIMESLOTS HERE:

Exhibitor may only purchase one (1) timeslot per week, and a maximum of three total timeslots.

PLEASE CHECK THE WEBSITE (www.necashow.org) FOR CURRENT AVAILABILITY (click on the "Marketing" tab)

Select	Day	Send Date
	Tuesday	25-Aug
	Wednesday	26-Aug
	Saturday	29-Aug
	Tuesday	1-Sep
	Wednesday	2-Sep
	Saturday	5-Sep
	Wednesday	9-Sep
	Saturday	12-Sep
	Tuesday	15-Sep
	Wednesday	16-Sep
	Saturday	19-Sep
	Tuesday	22-Sep
	Wednesday	23-Sep
	Saturday	26-Sep
	Tuesday	29-Sep
	Wednesday	30-Sep

	Saturday	3-Oct
	Tuesday	6-Oct
	Wednesday	7-Oct
	Saturday	10-Oct
	Tuesday	13-Oct
	Wednesday	14-Oct
	Saturday	17-Oct
	Tuesday	20-Oct
	Wednesday	21-Oct
	Saturday	24-Oct
	Tuesday	27-Oct
	Wednesday	28-Oct
	Saturday	31-Oct
	Tuesday	3-Nov
	Wednesday	4-Nov
	Saturday	7-Nov

CREDIT CARD INFORMATION

Authorized Amount \$ _____

Card Type: AMEX Visa MC

Card Number: _____ Exp. Date: _____ CSV: _____

Name on Card: _____

Signature: _____ Date: _____

(Note: Checks are no longer an accepted payment form)

SEND YOUR COMPLETED FORM AND PAYMENT TO:

Bobbie.Scott@necanet.org

Questions? 770-632-0044

For Accounting Only: Paid Date Form Received Date email (s) sent