



Birmingham, Alabama

May 16 – 19, 2019

www.famualumniconvention.com

VENDOR/ADVERTISEMENT PACKET



Florida Agricultural and Mechanical University National Alumni Association, Inc.

Dear Business Supporter:

We, the Florida A&M University National Alumni Association, Inc. (FAMU NAA), are pleased to announce our 2019 National Alumni Convention, which will be held May 16 – 19 in Birmingham, Alabama. The goal of the 2019 National Alumni Convention is to provide you with high quality, informative, and enjoyable workshops and activities. Moreover, it is our endeavor to empower our students, alumni, and supporters through a host of educational and networking opportunities.

Our annual signature event provides a unique opportunity for your business or organization to support this occasion with a full-page, color advertisement in our Convention Program Booklet, which will be distributed to all convention attendees, University administrators, alumni, sponsors and supporters. Your advertisement can be used to promote your business, recruit members, and promote an upcoming event or simply to create awareness. If you wish to place an ad in the booklet, please complete the attached form and send it with your payment to the address provided on the form. Please send a high-resolution electronic copy of your advertisement to convention@famunaa.org.

We thank you for your participation in the 2019 National Convention. Whether you have been a supporter of the FAMU NAA for many years or if you are new to our family, we thank you for supporting this event. It is with supporters like you that we are able to achieve our mission of supporting Florida A&M University while having a positive impact on the communities in which we live and serve.

If you have any questions, please contact James L. Moran, Jr., Ph.D., FAMU NAA First Vice President and Convention Chair, at (850) 321-3960 or via email at 1vp@famunaa.org or Juanita Moore at (850) 228-8146 or via email at execasst@famunaa.org. We look forward to working with you.

Sincerely,

James L. Moran, Jr., Ph.D.
First Vice President and Convention Chair



Florida A&M University
National Alumni Association, Inc. Convention 2019
Birmingham, AL | May 16 – 19, 2019
BOOKLET ADVERTISEMENT AGREEMENT

Please type or print your information below

Contact Name: _____

Company Name: _____

Address: _____

City, State, Zip: _____

Phone & Fax: _____

Email: _____

Product Description: _____

COLOR ADVERTISEMENT OPTIONS (*Select one below*):

Inside Front Page 8.5" x 11"-\$400 _____ Back Cover 8.5" x 11"-\$600 _____

Inside Back Page 8.5" x 11"-\$400 _____ Full Page 8.5" x 11"-\$200 _____

Please submit your print-ready material electronically to convention@famunaa.org.

Please ensure that your advertisements meet the following specifications. Full ad size: 8.5" x 11", Full bleed: 8.75" x 11.25", Minimum 300 DPI, CMYK, Acceptable formats: JPG, JPEG, PDF

The NAA reserves the right to make changes to the ad color, gradation, etc. to complement the desired style of the book.

Total Amount Enclosed/Authorized \$ _____

PAYMENT INFORMATION (*payment in full & print-ready ad are due no later than April 13, 2019*)

Business or Cashier's Check Enclosed (*Payable to FAMU NAA*): Memo to read Convention Ad

Credit Card Options: _____ Visa _____ MasterCard _____ American Express

Credit Card #: _____ Expiration Date: _____

Cardholders Name: _____ Code: _____

Billing Address: _____

Authorized Signature: _____ Date: _____

Please mail completed application with payment to: **FAMU National Alumni Association National Convention Attn: Program Booklet, P.O. Box 7351, Tallahassee, FL 32314**

Advertising placement in the Convention Program Booklet (the "Booklet") will be assigned on a first come, first served basis at the discretion of the FAMU NAA ("the NAA"). No advertiser shall assign or share advertising space in the Booklet without the knowledge and written consent of the NAA. The NAA reserves the right to restrict advertisers in the Booklet for any reason deemed necessary. Advertisers must provide completed agreement and payment in full no later than **April 13, 2019** in order to retain their space(s). All payments are final. No refunds will be available.



Florida A&M University
National Alumni Association, Inc. Convention 2019
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VENDOR AGREEMENT

Vendor Showcase Times
Thursday, Friday, & Saturday: 8 AM – Midnight
Sunday: 8 AM – 5 PM

Please type or print your information below

Contact Name: _____

Company Name: _____

Address: _____

City, State, Zip: _____

Phone & Fax: _____

Email: _____

Product Description: _____

_____ # of Vendor Tables (6 feet) @ \$250 each, linen and 2 chairs (Thursday – Sunday)

Total Amount Enclosed/Authorized \$ _____

PAYMENT INFORMATION (*payment in full & completed agreement are due no later than April 26, 2019*)

- Business or Cashier's Check Enclosed** (*Payable to FAMU NAA*): Memo to read Vendor Table
- Credit Card Options:** ___ Visa ___ MasterCard ___ American Express

Credit Card #: _____ Expiration Date: _____

Cardholders Name: _____ Code: _____

Billing Address: _____

Authorized Signature: _____ Date: _____

Please mail completed application with payment to: **FAMU National Alumni Association National Convention Attn: Vendor Exhibitor, P.O. Box 7351, Tallahassee, FL 32314**

The FAMU NAA reserves the right to deny promotion or display of merchandise at the convention for any reason deemed necessary. Vendor must provide completed agreement and payment in full no later than **April 26, 2019** in order to retain their space(s). All payments are final and no refunds will be available. In an effort to ensure that the integrity of the brands of the University, sororities and fraternities are not compromised, we ask that you enclose your **official vendor license or application indicating submission** with your application to sell paraphernalia.