

Choice of Sponsorship and/or Exhibit Booth

☐ Sponsorship Event/Item Describe _____	Exhibit Booth: ☐ Yes ☐ No
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Application

All applications are subject to approval by the National Notary Association. Full payment must accompany application.

Please Print or Type

Company Name	Contact Name	Title	
Company Address	City	State	Zip Code
Telephone	Fax		
Email	Website		

Registration Types

Full Conference Registration Included in Package Price	Full Conference Registration Additional Purchase	Exhibit Staff Pass Additional Purchase
- Exhibit booth packages include 1 full conference registration. - Gala Banquet sponsorship includes 4 full conference registrations. \$10,000+ sponsorship packages include 1 full conference registration.	Exhibiting companies may purchase 1 additional full conference registration for \$600 on a first-come, first-served basis until sold out.	Exhibiting companies may purchase Exhibit Staff passes for \$400. These passes do not include access to meal functions.

Attendee Information Please Print or Type

1	Name	Job Title
	Phone Number	Email Address
	Do you require special accommodations? ☐ Yes ☐ No	Are you a U.S. military veteran? ☐ Yes ☐ No
	Do you have any food allergies? (please specify)	
	Check one: ☐ Full Conference – Included ☐ Full Conference – Additional Purchase (\$600) ☐ Exhibit Staff Pass (\$400)	
	I will attend the following events: ☐ Exclusive Networking Mixer (Sun., May 3) ☐ Gala Banquet (Tues., May 5)	If attending Gala Banquet, please choose entrée: ☐ Beef ☐ Chicken ☐ Vegetarian
	Breakfast: ☐ Mon., May 4 ☐ Tues., May 5	
2	Name	Job Title
	Phone Number	Email Address
	Do you require special accommodations? ☐ Yes ☐ No	Are you a U.S. military veteran? ☐ Yes ☐ No
	Do you have any food allergies? (please specify)	
	Check one: ☐ Full Conference – Included ☐ Full Conference – Additional Purchase (\$600) ☐ Exhibit Staff Pass (\$400)	
	I will attend the following events: ☐ Exclusive Networking Mixer (Sun., May 3) ☐ Gala Banquet (Tues., May 5)	If attending Gala Banquet, please choose entrée: ☐ Beef ☐ Chicken ☐ Vegetarian
	Breakfast: ☐ Mon., May 4 ☐ Tues., May 5	
3	Name	Job Title
	Phone Number	Email Address
	Do you require special accommodations? ☐ Yes ☐ No	Are you a U.S. military veteran? ☐ Yes ☐ No
	Do you have any food allergies? (please specify)	
	Check one: ☐ Full Conference – Included ☐ Full Conference – Additional Purchase (\$600) ☐ Exhibit Staff Pass (\$400)	
	I will attend the following events: ☐ Exclusive Networking Mixer (Sun., May 3) ☐ Gala Banquet (Tues., May 5)	If attending Gala Banquet, please choose entrée: ☐ Beef ☐ Chicken ☐ Vegetarian
	Breakfast: ☐ Mon., May 4 ☐ Tues., May 5	

Note: If you plan on sending more than three attendees, please make a copy of this form and use it for your additional attendees' information.

Send payment and a copy of this agreement to CSturdivant@NationalNotary.org. For information, please contact Chris Sturdivant at 1-818-739-4086.

On behalf of _____ (Name of Company) I agree to the terms and conditions of this agreement.

(Print Name) _____ (Signature) _____

Payment Information

☐ Check Enclosed (make payable to: National Notary Association)	☐ VISA ☐ Mastercard ☐ American Express ☐ Discover		
Credit Card Number	Expiration Date	CVV	
Billing Name	Signature		
Billing Address	Amount \$		

Terms and Conditions

This agreement ("Agreement") is made between NNA Services, LLC ("NNA"), and the under-signed company ("Participant").

By signing this Agreement, Participant agrees to the following terms and conditions as an exhibitor and/or sponsor of the NNA 2026 Conference May 3–5, 2026, at the Rosen Centre Hotel in Orlando, Florida ("Conference").

- 1. Term.** The term of this Agreement commences on the date of its execution and remains in effect until the conclusion of the Conference.
- 2. Payment.** Participant agrees to pay the designated fees as outlined in the Conference Exhibitor/Sponsor Prospectus. Payment must accompany Participant's executed Agreement and must be received by NNA no later than March 1, 2026.
- 3. Recognition.** During the term of this Agreement, NNA will acknowledge Participant as an exhibitor and/or sponsor of the Conference. Such acknowledgment may include displaying Participant's company logo on the Conference website and in other appropriate promotional media and materials in connection with the Conference.
- 4. Logo.** Participant agrees to provide NNA a limited, non-exclusive, revocable license to use Participant's company name and logo during the term of this Agreement for the purpose of acknowledging Participant's status as a Conference exhibitor and/or sponsor. A high-resolution logo image must be submitted to NNA within 7 days of submitting this Agreement. File format must be AI, EPS, or PDF vector file with outlined fonts.
- 5. Exhibit Space Assignments.** All dimensions and locations shown on the exhibit hall floor plan are believed, but not warranted, to be accurate. NNA will attempt to honor all specific booth placement requests but reserves the right to make modifications as necessary. All booth spaces are 8' x 10'. NNA will attempt to accommodate requests for larger booth spaces, subject to approval by the exhibit contractor, venue, and fire marshal.
- 6. Exhibit Hall Schedule.** If Participant purchases exhibit booth space, Participant agrees to adhere to the exhibit hall schedule, including set up and load out times provided by NNA. Any exceptions must be approved in writing by both parties. The schedule is subject to change.

Exhibitor Set Up	
Sunday, May 3, 2026	7:00 a.m. – 1:00 p.m.
Exhibit Area Hours	
Sunday, May 3, 2026	1:00 p.m. – 6:00 p.m.
Monday, May 4, 2026	8:00 a.m. – 5:30 p.m.
Tuesday, May 5, 2026	8:00 a.m. – 4:00 p.m.
Exhibitor Tear Down	
Tuesday, May 5, 2026	4:00 p.m. – 6:00 p.m.

Dates and time subject to change

7. Display and Promotion. If Participant purchases an exhibit booth space, Participant may

Terms Within This Agreement Accepted In Full:

IN WITNESS WHEREOF, the parties hereto set their hands as of the date first written above:

National Notary Association

By _____
Print Name _____
Title _____

conduct promotional activities only within their designated space unless otherwise agreed in writing by NNA. Participant activities must not disrupt the overall flow of the Conference, create safety hazards, or infringe upon neighboring exhibit spaces.

- 8. Liability and Insurance.** Participant assumes full responsibility for any exhibit, materials, and personnel onsite at the Conference. Participant is encouraged to maintain appropriate insurance coverage for liability, loss, damage, and theft related to their participation in the Conference.
- 9. Code of Conduct.** Participant agrees to read the NNA's [Code of Conduct](#) and agrees to adhere to the highest standards of professionalism, integrity, and respect during the Conference. This includes fostering a welcoming and inclusive environment for all attendees, refraining from any discriminatory or offensive behavior, and complying with all applicable laws, regulations, and NNA guidelines. Excessive use of alcohol will not be tolerated. Violation of the code of conduct may lead to enforcement actions, including but not limited to removal from the Conference and a prohibition on participation in future NNA events, at NNA's sole discretion.
- 10. Cancellation and Refunds.** In the event Participant needs to cancel this Agreement, a written notice must be provided to NNA. No refunds will be given for sponsored branded items that have already been produced.
- 11. Indemnification.** Participant agrees to indemnify and hold harmless NNA, its employees, agents, and representatives, from any claims, losses, damages, liabilities, or expenses arising from Participant's participation in the Conference.
- 12. Governing Law.** This Agreement shall be governed by and construed in accordance with California law. In the event litigation is necessary to enforce this Agreement, venue shall be proper in any court of competent jurisdiction located in Los Angeles County, California.
- 13. Registrant Email Policy.** To ensure compliance with privacy and email laws and regulations, NNA will not distribute a Conference registrant contact list. Participant may request one (1) branded email to be deployed by NNA on Participant's behalf, subject to the following conditions:
 - a. Pricing.** If Participant purchases an exhibitor/sponsor package of \$8,000 or more, Participant is eligible for one (1) complimentary branded email deployment. If Participant purchases a package less than \$8,000, Participant may purchase one (1) branded email deployment for an additional fee of \$300.
 - b. Deadline.** Participant will provide any payment due and the content for the branded email, including text and images to NNA no later than March 1, 2026.
 - c. Approval.** NNA reserves the right to review and approve the content and images of the branded email before sending it to Conference registrants.
 - d. Distribution.** The branded email will be sent to Conference registrants from conference@nationalnotary.org no later than May 1, 2026. The exact timing of the email deployment is at NNA's discretion.
- 14. Hotel Rooms.** It is Participant's responsibility to make hotel reservations for any registrants attending the Conference on behalf of Participant. Hotel rooms are available on a first-come first-served basis. NNA cannot guarantee room availability or discounted rates for reservations made after the room block sells out, or after the reservation cutoff date.

By signing below, the Parties acknowledge and agree to the terms and conditions outlined in this Agreement.

Sponsor

On Behalf of _____
By _____
Print Name _____
Title _____