



55th Anniversary

2023 ANNUAL CONFERENCE

NOVEMBER 4 -7

The Ritz Carlton Pentagon City, VA

S U P P L I E R S H O W C A S E G U I D E

NASDPTS Supplier Showcase & Networking Session

Sunday, November 5, 2023 | 2:15 pm - 4:15 pm | ROOM: Salon I & II

While NASDPTS does not hold a trade show, we wanted to ensure our attendees can meet with our supplier council members to learn more about their company. The "Supplier Showcase and Networking Session" is an exclusive opportunity for suppliers, state directors, transportation professionals, and state association leaders to network in an informal setting.

Supplier Council Members are offered this opportunity as a member benefit to participate in the "Supplier Showcase" at **NO extra cost to you**. However, if you are staying for any other part of the Conference (general sessions and meals), you must register as an attendee and pay the \$300 registration fee.

To reserve a table and participate in the Supplier Showcase (NO extra cost to you), visit:

<https://nasdpts.org/event-5354997>

DEADLINE: October 31st is the deadline to secure a table for the Supplier Showcase or until we hit room capacity. Tables are reserved on a first-come-first-serve basis.

SCHEDULE | SETUP/BREAKDOWN

- Meeting Room: **Salon I & II**
- Setup: **10:30 AM - 1:00 PM**
- Supplier Showcase: **2:15 PM - 4:15 PM**
- Breakdown: **4:15 PM - 5:15 PM**

WHAT'S INCLUDED, ALLOWED, AND EXTRA

- Up to (2) people from your company can participate.
- Includes a 6' table with (2) chairs.
- The room setup will be 6' tables in a carpeted ballroom. No pipe and drape.
- You can bring a tabletop display along with your promotional materials.
- This is not a tradeshow. No large equipment and no pop-up banners that block other vendors.
- There is NO WiFi. If you need Internet, you must order through the AV company (see below).

EXTRA COST | INTERNET AND ELECTRICITY

- To order Internet, electricity (see "power" section on the AV form), or other items, please complete the "Exhibitor Request Form" that is on our webpage under "Supplier Showcase" section.
- To process your order, send an email to: abdellatif.manssouri@avms.com with the email subject line "NASDPTS 11/5/23 - Vendor Form".
- Payment for your order will go through The Ritz-Carlton Hotel. Contact Linor Shemesh at (703) 628-3919 or Linor.Shemesh@ritzcarlton.com for payment details.

TABLE ASSIGNMENTS

- Table assignments will be given onsite on Sunday, November 5th. No requests for table location will be accepted unless you have a medical restriction.

CONFERENCE AGENDA

- To view the detailed conference agenda, visit: <https://nasdpts.org/2023-annual-conference>

ATTENDEE REGISTRATION

- You must register as an attendee to attend conference sessions and meal functions. The cost is \$300 per person. You must be a member and in our system to have access to register.
- To register go to: <https://nasdpts.org/event-5288779>
- Supplier Members under the categories below, receive complimentary attendee registration(s). Contact NASDPTS for your discount code before you register.
 - Major OEM School Bus Manufacturer (Dues \$35k) | > (6) *Complimentary Attendee Registrations*
 - Other School Bus Manufacturer (Dues \$10k) | > (2) *Complimentary Attendee Registrations*
 - Major School Bus Component Manufacturer or Transportation Provider/Contractor (Dues \$5,500) | > (1) *Complimentary Attendee Registrations*
- **NOTE: Supplier off/for School Transportation members (Dues \$1,500) does NOT qualify for Complimentary Registrations.**

HOTEL INFORMATION | The Ritz-Carlton, Pentagon City

- The Ritz-Carlton Pentagon City, NASDPTS's Headquarter Hotel, is located approximately 5 miles from Reagan National Airport (DCA) and approximately 2 miles from the center of Washington, DC.
- Visit: <https://nasdpts.org/2023-annual-conference> to book your room online or call (703) 415-5000. See *Hotel Information section for further details.*
- Discounted Room Rate: \$209 (plus 14.25% tax) per night when booking your room under the "NASDPTS Room Block" until Friday, October 13th or until the block is full.
- Address: The Ritz-Carlton, Pentagon City, 1250 South Hayes Street, Arlington, Virginia 22202
- Phone: (703) 415-5000

SHIPPING AND DELIVERY INSTRUCTIONS

- Email Linor.Shemesh@ritzcarlton.com before shipping your boxes, with the number of boxes sent with your tracking number(s). Use the shipping label information below.
- The deadline for the hotel to receive shipments is no later than Friday, November 3, 2023.

SHIPPING LABEL

The Ritz-Carlton Pentagon City
Attn: Linor Shemesh
Event Date: NASDPTS Conference 11/5/23
Event Location: Salon I & II
For: **ENTER YOUR COMPANY NAME & CONTACT**
1250 South Hayes Street
Arlington, VA 22202

Be sure to indicate number of packages on box. 1 of 2, 2 of 2, etc.

CONTACTS

NASDPTS: Tammy Mortier | admins@nasdpts.org | (518) 620-8601
HOTEL: Linor Shemesh | Linor.Shemesh@ritzcarlton.com | (703) 628-3919
AV: (Internet & Electricity) | abdellatif.manssouri@avms.com

