



# 2024 NCRC/OHAC SPRING CONFERENCE

## THE SUMMIT HOTEL

Cincinnati, Ohio

[www.thesummithotel.com](http://www.thesummithotel.com)

# 5/1 - 5/3

# Vendor Information

You are invited to participate as a Vendor at the OHAC Spring Conference. This flyer contains information on the various vendor options, the necessary Registration Forms, an Agenda of Events, Sponsorship Opportunities, Hotel and Associate Membership Information. The following vendor participation is available:

- ☐ **EXHIBITOR REGISTRATION:**     **\$450 Non-Member**  
   **\$250 Associate Member\***

\*For details about becoming an Associate Member refer to the Associate Membership Information on the last page of this flyer or visit [www.ohac.com](http://www.ohac.com).

- Booths will consist of a skirted 6' table and chairs, which will be set up in the break and reception area.
- Booth registration includes participation in all conference events for **one (1) person**.
- Additional **"Event Tickets"** can be purchased in advance for **\$200**, see the registration form.  
(Additional Event Tickets include Wednesday's reception, Thursday's Breakfast Buffet, Scholarship Awards Luncheon, the Vendor Reception, and all breaks.)
- Vendor set-up is from 7:00 A.M. – 10:00 A.M. on Thursday, May 2nd.
- The Vendor Reception will be held on Thursday, May 2nd.
- Vendor tear down is after the Vendor Reception on Thursday evening.

- ☐ **PROGRAM ADS:** **\$150** (full page)                      **\$75** (1/2 page)

The program will be 8 ½" X 11" in full color, including a welcome from the NCRC and OHAC Presidents, a conference agenda, a hotel layout, a list of participating vendors, a sponsor participation page and program advertisements. The **Ad Copy** must be sent to the OHAC Corporate Office, **no later than, Wednesday, April 17th, 2024** and the ad **must be e-mailed to the OHAC Corporate Office, [SHERRY@OHAC.COM](mailto:SHERRY@OHAC.COM)** in one of the following forms: **PDF, JPEG or PNG format**.

- ☐ **DOOR PRIZES:** OHAC always welcomes door prizes to be presented in your company's name with recognition during the Vendor Reception on Thursday, May 2nd. To increase exposure for each vendor there will be, included in each individual's registration packet, a **"Vendor Bingo Card"**. Each Exhibitor at the conference will be listed in a **square** on the bingo card. Individuals must visit each booth and obtain a **"stamp"** from that particular vendor on his/her space provided on the card to be eligible to receive a door prize.

The **Vendor Bingo Game** has been successful in the past for the vendors and the conference attendees. If you would like to **donate a prize for the drawing**, please let Sherry Hill Christie know at the conference registration desk.

- ☐ **SPONSORSHIP:** There are four levels of sponsorship for the OHAC Fall Conference. They are as follows:

**"BRONZE" Sponsorship Level - \$500**

Recognition at the Awards Luncheon and in the OHAC Spring Conference Program.

**"SILVER" Sponsorship Level - \$ 1,000**

Recognition at the Awards Luncheon and in the OHAC Spring Conference Program and a complimentary full-page ad in the program.

**"GOLD" Sponsorship Level - \$ 2,500**

Recognition at the Awards Luncheon and in the OHAC Spring Conference Program, a complimentary full-page ad in the program and a complimentary exhibit booth for 2 attendees.

**"PLATINUM" Sponsorship Level - \$ 5,000**

Recognition at the Awards Luncheon and in the Spring Conference Program, a complimentary full-page ad in the program and a complimentary exhibit booth for 4 attendees in a prime location as well as your company name prominently displayed.

There are also opportunities to **Sponsor a Conference Event** (breakfast, lunch, training, entertainment, reception, etc.) and be acknowledged with your company name prominently displayed in the program and throughout the conference. Please contact Sherry Hill Christie at the OHAC Corporate Office for more details.

- ☐ **SHIPPING INFORMATION:**

Packages may be shipped to The Summit Hotel, no more than three (3) days prior to the conference.

*Please address all packages accordingly:*

**The Summit Hotel  
5345 Medpace Way  
Cincinnati, OH 45227**

*Also, please list the following on all packages:*

**OHAC/NCRC Spring Conference  
Group Contact: Sherry Hill Christie  
HOLD for arrival on 5/2/24  
# of Boxes: \_\_\_\_\_**

# Conference Agenda & Hotel

WEDNESDAY, MAY 1ST - SCHEDULE OF EVENTS	
8:00 a.m. – 4:30 p.m.	REGISTRATION
9:00 a.m. – 12:00 p.m.	HCV NSPIRE (REPEATED ON FRIDAY MORNING)
9:00 a.m. – 11:30 a.m.	NCRC BOARD MEETING
9:45 a.m. – 11:00 a.m.	OHAC S.H.A.R.P. MEETING
11:00 a.m. – 12:00 p.m.	OHAC DIRECTORS' MEETING
12:00 p.m. – 1:30 p.m.	OPENING LUNCHEON/NCRC ANNUAL MEETING
1:30 p.m. – 4:30 p.m.	GENERAL SESSION: HOTMA
4:30 p.m. – 6:30 p.m.	<b>"WELCOME RECEPTION"</b> (all Vendors are welcome to attend the reception)
THURSDAY, MAY 2 <sup>ND</sup> - SCHEDULE OF EVENTS	
7:00 a.m. – 10:00 a.m.	EXHIBITOR SET-UP
7:30 a.m. – 9:00 a.m.	BREAKFAST BUFFET - Vendors Welcome
9:00 a.m. – 4:30 p.m.	DAVIS BACON/BUILD AMERICA BUY AMERICA (BABA)
9:00 a.m. – 4:30 p.m.	HCV TRACK
9:00 a.m. – 4:30 p.m.	PORTFOLIO REPOSITIONING
9:00 a.m. – 4:30 p.m.	CAPITAL FUND/ EPIC
9:00 a.m. – 4:30 p.m.	CINCINNATI DEVELOPMENT PRESENTATION/CINCINNATI DEVELOPMENT TOUR
1:30 p.m. – 4:30 p.m.	FAIR HOUSING
10:30 a.m. – 10:45 a.m.	MID-MORNING BREAK – EXHIBITS OPEN
12:00 p.m. – 1:15 p.m.	AWARDS LUNCHEON – Vendors are Welcome to Attend
2:45 p.m. – 3:00 p.m.	MID-AFTERNOON BREAK – EXHIBITS OPEN
4:30 p.m. – 6:00 p.m.	VENDOR RECEPTION - Vendor Exhibits Open & Vendor Bingo Drawing
6:00 p.m. – 9:00 p.m.	VENDOR TEAR-DOWN
FRIDAY, MAY 3 <sup>RD</sup> - SCHEDULE OF EVENTS	
7:30 a.m. – 9:00 a.m.	BREAKFAST BUFFET
9:00 a.m. – 12:00 p.m.	HOTMA ROUND TABLE
9:00 a.m. – 12:00 p.m.	HCV PANEL/ROUND TABLE
9:00 a.m. – 12:00 p.m.	PORTFOLIO REPOSITIONING ROUND TABLE
9:00 a.m. – 12:00 p.m.	HCV NSPIRE – REPEATED FROM WEDNESDAY MORNING
12:00 p.m.	ADJOURNMENT

## HOTEL INFORMATION

THE SUMMIT HOTEL  
5345 Medpace Way  
Cincinnati, OH 45227

[www.thesummithotel.com](http://www.thesummithotel.com)

You may make room reservations by telephoning The Summit Hotel directly at **1-866-898-3567**. Be sure to let the Reservation Agent know you are with the group, "Ohio Housing Authorities Conference OHAC/NCRC" to receive the group rate of **\$189 for The Summit Hotel**. **You are encouraged to make hotel reservations on-line.** <https://book.passkey.com/go/0430OHAC24>

The Deadline for making room reservations is **Tuesday, April 9, 2024**. After April 9<sup>th</sup> reservations will be accepted on a space available basis at the best available rate. You will need a tax-exempt form to present to the hotel agent at the time of check-in.

# Sponsor, Exhibitor & Program Advertisement Registration

## EXHIBIT REGISTRATION FEE:

**\$450 Non-Members OR \$250 OHAC Associate Members\***

*\*Information about becoming an OHAC Associate Member can be found on the last page of the vendor information.*

## EXTRA EVENT TICKETS:

*The registration fee includes participation in conference activities for one person.*

*Extra "Event Tickets" can be purchased for **\$200** (includes Wednesday's Reception, Thursday's Breakfast Buffet, the Awards Luncheon, the Vendor Reception, and all breaks).*

COMPANY NAME _____			
COMPANY REPRESENTATIVE(S) _____			
REPRESENTATIVE(S) EMAIL(S) _____			
REPRESENTATIVE(S) PHONE #(S) _____			
ADDRESS _____	CITY _____	STATE _____	ZIP _____
CONTACT PERSON _____	PHONE _____	E-MAIL _____	
COMPANY PRODUCT/SERVICES _____			
SPECIAL REQUESTS _____			
DO YOU NEED AN ELECTRICAL OUTLET? _____ YES _____ NO			

## MAKE CHECKS PAYABLE TO:

Ohio Housing Authorities Conference (OHAC)

## CREDIT CARD PAYMENTS:

Contact Sherry Hill Christie and an invoice will be sent to your email which, you may pay via PayPal with any credit card. (A 3% surcharge will be applied.)

## MAIL/E-MAIL/FAX REGISTRATIONS TO:

OHAC Corporate Office, 88 West Third Street, Mansfield, OH 44902  
sherry@ohac.com ♦ Fax: (419) 524-1535

## DEADLINES:

For **Sponsor Registration**, **Exhibitor Registration** and **Program Advertisements**,  
**Wednesday, April 17, 2023**

## CANCELLATION:

Cancellations received **BY WEDNESDAY, APRIL 24, 2024**, will receive a full refund minus a \$50 administrative fee. **NO Refunds** will be given **AFTER WEDNESDAY, APRIL 24<sup>TH</sup>**.

## EXHIBITOR REGISTRATION FEE (\$450 OR \$250 for one person)

\$ \_\_\_\_\_

## EXTRA EVENT TICKET(S) # \_\_\_\_\_ X \$ 200 each additional person)

\$ \_\_\_\_\_

## NEW ASSOCIATE MEMBERSHIP FEE (\$ 300)

\$ \_\_\_\_\_

## PROGRAM ADVERTISEMENT

- Full Page (\$150) \_\_\_\_\_ ½ Page (\$75) \_\_\_\_\_

\$ \_\_\_\_\_

## SPONSORSHIP

- \$500 \_\_\_\_\_ \$1,000 \_\_\_\_\_ \$2,500 \_\_\_\_\_ \$5,000 \_\_\_\_\_ Other \_\_\_\_\_

\$ \_\_\_\_\_

## TOTAL AMOUNT: \_\_\_\_\_ Enclosed \_\_\_\_\_ Please Invoice \_\_\_\_\_ Credit Card (3% surcharge)

\$ \_\_\_\_\_

Please contact Sherry Hill Christie at the OHAC Corporate Office with any questions.  
(419) 524-9116 (office) ♦ (419) 989-1133 (cell) ♦ sherry@ohac.com

# OHAC Associate Membership

The Mission of the Ohio Housing Authorities (OHAC) is to foster and promote affordable housing in the State of Ohio through:

- 1) Education and training of its memberships and publics**
- 2) Exchange of information and concerns**
- 3) Mutual support**
- 4) Collaborative efforts**

The Ohio Housing Authorities Conference (OHAC) is made up of Agency, Honorary and Associate Members. There are 68 Ohio metropolitan housing authorities (agency members) represented by OHAC.

## **ASSOCIATE MEMBERSHIP**

Political subdivisions or Governmental agencies in the State of Ohio, which are not Housing Authorities, and Individuals Companies or Organizations interested in participating in and receiving the services of the Association may be Associate Members.

The Ohio Housing Authorities Conference has a long history of professional service to the affordable housing authority industry. Strong leadership and advocacy among OHAC Members has been a real catalyst for quality affordable housing throughout the cities, towns and villages of Ohio.

The Associate Membership designation has been developed to attract those wanting to receive current housing information, keeping up with challenges facing our industry as well as fostering friendships.

## **RIGHTS AND PRIVILEGES OF AN ASSOCIATE MEMBER**

Associate Members in good standing by payment of annual dues are entitled to receive the following:

- ***May attend all OHAC Training meetings and/or conferences at member rates***
- ***Become involved in special committee assignments as developed, from time, by the officers of the Conference.***
- ***Reduced exhibit fees for Conferences.***
- ***Company listed on the OHAC Webpage under Associate Memberships***

*The designation of Associate Members does not, however, allow for attendance at Directors' Meetings, voting or holding office nor chairing a standing committee within the conference.*

## **DUES FOR ASSOCIATE MEMBERS OF OHAC**

Associate Membership dues shall be **\$300.00 per 12-month period** from the fiscal year beginning January 1st and ending December 31st of each year.

## **OHAC MEMBERSHIP APPLICATION**

NAME(S): \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

EMAIL(S): \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_

I hereby apply for membership in the Ohio Housing Authorities Conference.

Enclosed is my check for \$\_\_\_\_\_ to cover my first year's dues assessment for an Associate Membership.

Please mail application information and dues to:

**OHAC Corporate Office  
88 West Third Street  
Mansfield, OH 44902**