

AUTO DEALERS OFFICE MANAGEMENT ASSOCIATION

**21st ANNUAL VENDOR FAIRE at the
ANNUAL ADOMA EDUCATION CONFERENCE**



SOUTH POINT HOTEL CASINO & SPA
9777 Las Vegas Blvd., So., Las Vegas, NV 89183



Friday, July 20th, 2018

Time: 3:00 PM – 6:00 PM

Join us at ADOMA's 2018 Annual Education Conference, which will include Dealerships from SOUTHERN & NORTHERN CALIFORNIA. Promote your products and services to key decision-makers from our member Auto Dealerships – their Controllers, Business Managers and Office Managers.

As part of the annual four-day conference, ADOMA is presenting the **VENDOR FAIRE**. This will provide you opportunities to meet potential users, key people with influence into the buying decision, and actual decision-makers. This is your opportunity to show sales expertise, and your service(s), product(s) or money saving ideas to approximately 100 Conference attendees or more. To find out how, read the details below.

The Executive Board has set aside **FRIDAY, JULY 20th**, from **3:00pm – 6:00pm** for conference attendees and their guests to visit each vendor during Vendor Bingo with enough time to see your displays and materials, speak with you and enjoy our famous Vendor Faire Prize Distribution. During Distribution time, our vendors will have another spotlight opportunity to participate in the drawing to give away the prizes they generously donated.

Vendor Faire display space is typically a 6-foot table (or 8 ft depending on hotel) with space on either side. Time to prepare or set up will be provided Friday-after lunch-only beginning at 1pm. **A Display space reservation is \$250.00 for Members and \$400.00 for Non-Members and includes LUNCH FOR TWO on Friday with the conference attendees, if you wish to join us.** Breakfast reservations at \$40.00 each or additional lunch reservations at \$55.00 each can be added if needed. *VERY IMPORTANT: Please indicate on your vendor registration form if you need electricity (\$150), wireless internet (\$50) wired internet (\$150) or other special needs request (e.g., corner for large backdrop). In addition, **Shipped items will have an additional cost from the hotel for their services outside of ADOMA** and tracking numbers must be sent to Steve Pedraza in advance for ADOMA group follow up.

IMPORTANT NOTE: ADOMA membership IS NOT REQUIRED! However, you may renew your membership or join now!!

SPACE IS LIMITED SO RETURN YOUR RESERVATION TODAY!!
RESERVATIONS SUBMITTED AFTER THE JUNE 8th DEADLINE WILL NOT BE
GUARANTEED ENTRANCE AND WILL REQUIRE AN ADDITIONAL \$100-200 LATE FEE, if space is available, SO SUBMIT EARLY and SAVE!

In addition, we would like to invite all our vendors to **come early and spend Thursday evening with the conference attendees during Welcome Night**. We have a block of rooms for Thursday - Saturday, and we encourage you to attend some or all of the weekend. Join us in all the festivities and continue your networking opportunities. This advertising opportunity is a great value, not to mention fun while networking. (Don't forget we will be in a casino \$\$\$)

DEADLINE TO RETURN RESERVATION FORM: FRIDAY JUNE 8, 2018

To secure your spot, please contact Steve Pedraza @ 626.252.1752 or sppedraza@totalserviceprogram.com

Thank you for your support of ADOMA.

1 **42nd ANNUAL AUTO DEALERS OFFICE MANAGEMENT ASSOCIATION**2 **BUSINESS MANAGEMENT CONFERENCE REGISTRATION FORM**3 **SOUTH POINT CASINO RESORT - 9777 LAS VEGAS BLVD SOUTH, LAS VEGAS NV 89183**4 **JULY 19 - 22, 2018**5 **EDUCATIONAL**6 **Empowerment**7 **Through Education**8 **CONFERENCE**9 **JULY 2018**10 **REGISTRATION & PAYMENT DUE BY JUNE 8th, 2018 - SPACE GUARANTEED**11 **LATE REGISTRATION & PAYMENT RECEIVED BY JUNE 15th, 2018 - \$150 LATE FEE (1), IF SPACE AVAILABLE**12 **DUE TO ROOM NIGHT AND FOOD COUNT REQUIREMENTS - ALL REGISTRATIONS FINAL, NO REFUNDS WILL BE ISSUED**13 **CONFERENCE IS \$850 per attendee. If sharing room and attending \$620. Addl guest use menu.**14 Please complete this form, attach your check payable to: **ADOMA EXEC BOARD** and mail to: **ATTN: Jackie Baker, Kirby Auto Group C/O ADOMA Conference, 6424 Auto Center Drive, Ventura, CA 93003** Questions? Call (805) 644-2241 Fax: (805) 830-168915 **Fill out online at adoma.org - Save, click File/send to/mail recipient/ & email form to: jbaker@kirbyautogroup.com**16 **PARTICIPANT NAME:**17 **TITLE**18 **COMPANY**19 **PHONE**20 **MAILING ADDRESS**21 **EMAIL ADDRESS**22 **Guest info/sharing room with:**23 **Menu Pricing**

24 Do not type in shaded boxes. These are formulas in excel

25 Ok to type in shaded box for calculations

26 Indicate which nights you need a room & which meals for you &/or your guest(s)

27 If you are sharing with a participant from another dealership, each participant should use .5 for each room night.

Friday	#	Price	Amount
Breakfast	\$	40	\$ -
Lunch	\$	55	\$ -
Top Golf Family Event	\$	125	\$ -
Saturday			
Breakfast	\$	40	\$ -
Lunch	\$	50	\$ -
Dinner Event including show ticket	\$	150	\$ -
Sunday			
Brunch	\$	55	\$ -
Rooms Individual Nights (all taxes & fees incl.)			
Thursday	\$	110	\$ -
Friday	\$	175	\$ -
Saturday	\$	175	\$ -
Day Rate - no room night			
Friday	\$	100	\$ -
Saturday	\$	100	\$ -
Saturday Dinner Event including show ticket	\$	150	\$ -
Sunday	\$	100	\$ -
All 4 - Bundled Package	\$	450	\$ -

28 **LATE FEES, IF ANY**

29 payment rec'd 6/9 -6/15

30 add in Late Fee (1), if any

31 \$

32 payment rec'd after 6/16

33 add in Late Fee (2), if any

34 \$

35 King Bed _____

36 2 Dbl Beds _____

37 Near an Elevator _____ ADA access _____

38 Refrigerator (diabetic) _____ Vegetarian _____

39 **Type of Room - all non-smoking**

40 coffee maker, iron, ironing board, hair dryer

41 **VENDOR FAIRE REGISTRATION - Contact - Steve Pedraza 626-252-1752**42 Table Reservation Fee received by 6/8/18 - includes 2 Friday lunches43 Table Reservation Fee received by 6/15/18 - if space available44 Table Reservation Fee received after 6/15/18 - if space available45 Non-Member Table Reservation Fee rec by 6/8 - incl. 2 Fri. luncheon46 ADOMA 2018 Membership47 Extra Vendor Lunches (2 included with table) - list names below48 Join us for breakfast on Friday morning (none included with table)49 Electricity \$150, wireless high speed \$50, wired high speed \$150

#

\$

250

\$

350

\$

450

\$

350

\$

150

\$

55

\$

40

add in all costs

50 List All Booth Participants:

51 Other requests?

52 _____

53 _____

54 _____

55 _____

56 _____

57 _____

58 _____

59 _____

60 _____

61 _____

62 _____

63 _____

64 _____

65 _____

app 042718

61 Check enclosed

62 CHECK# _____

63 Total \$ -

64

65

66

67

68

69

70

71

72

73

74

75

76

77

78

79

80

81

82

83

84

85

86

87

88

89

90

91

92

93

94

95

96

97

98

99

100

101

102

103

104

105

106

107

108

109

110

111

112

113

114

115

116

117

118

119

120

121

122

123

124

125

126

127

128

129

130

131

132

133

134

135

136

137

138

139

140

141

142

143

144

145

146

147

148

149

150

151

152

153

154

155

156

157

158

159

160

161

162

163

164

165

166

167

168

169

170

171

172

173

174

175

176

177

178

179

180

181

182

183

184

185

186

187

188

189

190

191

192

193

194

195

196

197

198

199

200

201

202

203

204

205

206

207

208

209

210

211

212

213

214

215

216

217

218

219

220

221

222

223

224

225

226

227

228

229

230

231

232

233

234

235

236

237

238

239

240

241

242

243

244

245

246

247

248

249

250

251

252

253

254

255

256

257

258

259

260

261

262

263

264

265

266

267

268

269

270

271

272

273

274

275

276

277

278