

AICP 20th ANNUAL CONFERENCE Exhibitor Information

Celebrating

the Past.

Planning

for the Future.

OCTOBER 28-31, 2007
Hilton Portland & Executive Tower
Portland, Oregon

AICP 2007 ANNUAL CONFERENCE

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ASSOCIATION OF INSURANCE COMPLIANCE PROFESSIONALS

20TH ANNUAL CONFERENCE OCTOBER 28-31, 2007 THE HILTON PORTLAND & EXECUTIVE TOWER PORTLAND, OREGON

You are cordially invited to exhibit at the Association of Insurance Compliance Professionals Annual Conference in Portland, Oregon. This event will draw together compliance professionals throughout the United States from both the Property and Casualty and Life and Health arenas. Over 85% of the attendees are decision makers!

If your company provides services and/or products for the compliance segment of the industry, then this is a meeting you won't want to miss. AICP is offering the following opportunities to reach this important market.

Exhibit Space

Cost for exhibit space in the Exhibit Center at the AICP Conference is \$950. This makes our exhibit one of the most cost-effective in the industry for targeted marketing.

The exhibit fee includes one full conference registration, as well as access to all meals and receptions. Additional personnel who wish to participate in the conference workshops/sessions must register for the conference using the official registration form.

Each exhibit space will be eight-feet by ten-feet and defined by eight-feet high back drape and three-feet high side drape. Each space is furnished with one six-foot draped table, a wastepaper basket, two chairs and one booth identification sign. For maximum exhibit traffic, refreshment breaks and the AICP Silent Auction will be held in the Exhibit Center. Telephone and electrical service are available and can be ordered using the service kit that will be provided by the official service contractor. A diagram of the exhibit space is **shown in this brochure**.

Official Service Contractor

The official service contractor is GES. A complete service kit containing shipping instructions for booth materials, telephone service order forms, electrical service, furnishings order forms, union fees, etc. will be sent to each exhibitor along with their accepted contract indicating their assigned space.

Assignment of Space

Exhibitors will be notified by September 15, 2007 of their booth space assignment. *No space will be assigned unless full payment is received.* The privilege of first choice space assignments will be reserved for those exhibitors who are also AICP members. In addition, the following will be taken into consideration when assigning first choice space: number of years exhibiting, sponsorship support and advertising. If you are not an AICP member, please contact the AICP national office for membership information (*phone: 703-234-4074 or e-mail: aicp@aicp.net*).

TENTATIVE EXHIBIT SCHEDULE

(subject to change without notice)

SUNDAY, OCTOBER 28, 2007

Pre-Conference Activities

1:00 pm

Exhibitor Mandatory Meeting

Noon – 5:00 pm

Exhibit Move-In - Grand Ballroom II

5:00 pm – 7:00 pm

Exhibitor Showcase / Silent Auction Open Reception - light hors d'oeuvres and refreshments will be served in the Exhibit Center

MONDAY, OCTOBER 29, 2007

9:00 am – 4:30 pm

Exhibits Open

4:30 pm – 6:30 pm

Exhibitor Open House; Silent Auction bidding continues

6:30 pm – 9:30 pm

Fall Celebration - Grand Ballroom I

TUESDAY, OCTOBER 30, 2007

8:00 am – 3:30 pm

Exhibits Open

3:30 pm – 6:30 pm

Exhibits Closed; move-out only

EXHIBITOR RESPONSIBILITY

The exhibit booth must be staffed at all times by qualified employees of the exhibitor or that exhibitor's authorized representative during the open hours of the exhibit. Exhibitors must limit their activities to within the confines of their booth space.

Move-In / Move-Out

Exhibitors who need more time to move-in should contact the AICP office. Exhibitors who need to move-out on Monday night to catch late-night flights have two options: 1) store shipping cases in your room and pack up after 6:30 pm (when Exhibitor Open House ends) on Monday night - crates cannot be stored behind drapes in booths. No crates can come back until Tuesday; or 2) complete a dismantle order (in the service contractor kit) and pay the service contractor to pack your booth and ship your exhibit materials to you. Should you have any questions please contact the AICP office.

Cancellation Policy

ALL CANCELLATION REQUESTS MUST BE MADE IN WRITING and may be submitted by mail, fax or e-mail.

Exhibitors who must cancel their reserved space may do so until September 28, 2007 to receive a full refund on the deposit paid. Exhibit spaces cancelled between September 29, 2007 and October 12, 2007 will be refunded at 50% of the amount paid. Cancellations received after October 12, 2007 are not eligible for a refund.

Sponsorship Programs

Becoming an AICP sponsor is a great opportunity to show support for the AICP—but did you know that by becoming a sponsor you get some really great rewards as well? AICP's Sponsorship Program is simple and provides greater benefits to you. All sponsors will be recognized with their name in the conference program and on signs used throughout the meeting. There are four levels of support:

PLATINUM LEVEL CONTRIBUTOR - \$2,500

GOLD LEVEL CONTRIBUTOR - \$1,500

SILVER LEVEL CONTRIBUTOR - \$1,000

PATRON LEVEL CONTRIBUTOR - \$500

Here's what will be provided at each level:

PLATINUM LEVEL CONTRIBUTOR - \$2,500

- One complimentary conference registration
- One 1/2 page Journal Ad
- One complimentary annual AICP membership
- Booth signage advertising AICP sponsorship
- Your organization's name listed on Annual Conference website and in annual conference materials as a 2007 AICP Sponsor

GOLD LEVEL CONTRIBUTOR - \$1,500

- One complimentary conference registration
- One 1/4 page Journal Ad
- Booth signage advertising AICP sponsorship
- Your organization's name listed on Annual Conference website and in annual conference materials as a 2007 AICP Sponsor

SILVER LEVEL CONTRIBUTOR - \$1,000

- One complimentary conference registration
- Booth signage advertising AICP sponsorship
- Your organization's name listed on Annual Conference website and in annual conference materials as a 2007 AICP Sponsor

PATRON LEVEL CONTRIBUTOR - \$500

- Booth signage advertising AICP sponsorship
- Your organization's name listed on Annual Conference website and in annual conference materials as a 2007 AICP Sponsor

NOTE: Your sponsorship dollars may also be earmarked to apply toward a specific event or function. Please see the Exhibitor Registration form for details.

Silent Auction

AICP will host its Ninth Annual Silent Auction. Auction items will be on display in the Exhibit Center starting Sunday evening at the Exhibitor Showcase and remain there through the morning break on Tuesday, October 30, 2007. This is an additional opportunity to promote your company while supporting AICP's educational efforts. Proceeds offset the cost of expense to AICP for speakers and regulators who participate in the conference. For information on donating articles to the Silent Auction please contact the AICP office at 703-234-4074 or e-mail aicp@aicp.net.

Items donated in the past include: regional gift baskets, computer case on wheels, art, golf shirts, golf balls, Palm Pilots, stadium blankets, games, organizers, cookbooks, hand-crafted items, watches, clocks, and travel gift items.

Exhibitor Showcase and Open House Door Prizes

We heard you! This year, you will see changes in the Exhibitors Showcase / Open House. To increase traffic and encourage conference attendees to spend time in the Exhibit Center we're bringing back the Sunday evening "Welcome" reception, offering light hors d'oeuvres and refreshments. We plan to continue door prize drawings but have changed the program; instead of drawing and announcing winners on Sunday and Monday evening, door prizes (consisting of cash and/or items donated by participating vendors) will be awarded at the General Session on Tuesday morning. And lastly, the "Exhibitor Green Card" program has been revamped to make things a little more interesting for all. Details of the program are enclosed.

NOTE: This is an additional opportunity to promote your company and can only be successful with your participation. If we find that we don't have enough interest and/or items to award as door prizes, this event will not be held.

Hotel Accommodations

AICP headquarters is the Hilton Portland & Executive Tower, 921 Southwest Sixth Avenue, Portland, Oregon; telephone 503-226-1611; fax 503-220-2565. The special conference rate for AICP exhibitors and attendees is \$145 single / double plus applicable taxes. Reservations can be made online by clicking on the "2007 Annual Conference" link on the AICP website homepage - www.aicp.net. From there, choose "Hotel & Conference Site" and follow the links; or call 503-226-1611 and identify yourself as attending the Association of Insurance Compliance Professionals Conference. The deadline for making your reservations is October 5.

The Hilton Portland will not receive or store any boxes or portable exhibits. Please use the shipping labels that will be provided to you in the exhibit service kit.

Deadline For Receipt of Application

Exhibitors are encouraged to submit their applications no later than September 1, 2007 to assure the best possible placement in the Exhibit Center. Applications will be accepted until all space has been sold.

Questions/ Concerns

If you would like additional information on the AICP Annual Conference or if you have any questions about participating, please contact:

Association of Insurance Compliance Professionals
12100 Sunset Hills Road, Suite 130, Reston, VA 20190
Phone: 703-234-4074, ext. 4070 (Rick Guggolz)
Fax: 703-435-4390 • E-mail: aicp@aicp.net

EXHIBIT DIAGRAM*

ASSOCIATION OF INSURANCE COMPLIANCE PROFESSIONALS

20th ANNUAL CONFERENCE

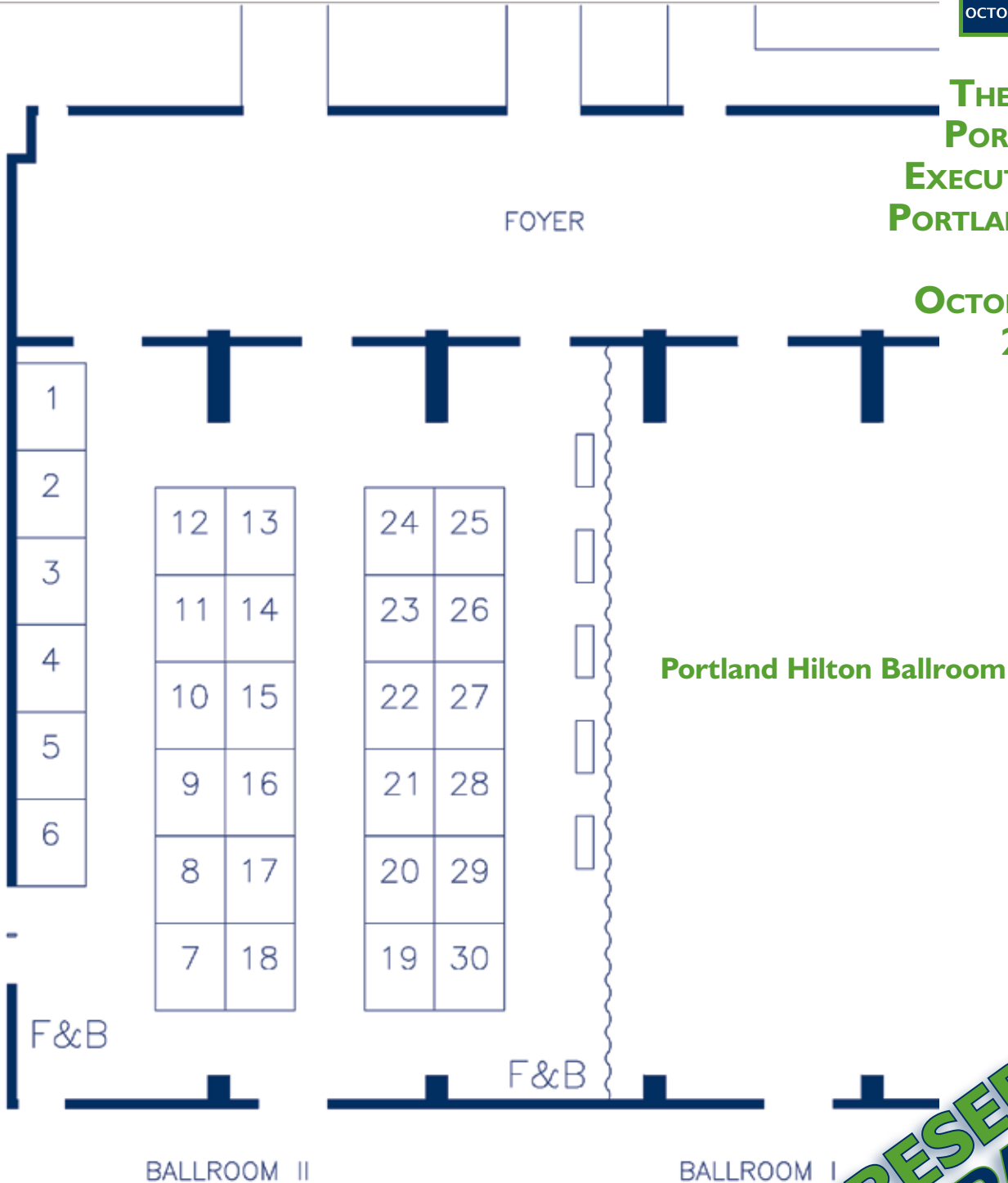
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**RESERVE
SPACE
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* Floor Plan Subject to Change