



**MPI Cascadia 2012**

March 4-6, 2012 • Greater Tacoma Convention and Trade Center & Hotel Murano  
Tacoma, WA

# Application for Hosted Buyer

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## Hosted Buyer Schedule/Appointments

**SUNDAY, MARCH 4 - 1:30pm - 2:30pm**

**MONDAY, MARCH 5 – 12 noon to 1:30 pm,**

**(Other times can be scheduled if both Supplier and Buyer request it.)**

### Applicant

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Company Type

- Association  Independent
- Corporate  Third Party
- Other \_\_\_\_\_

### MPI Involvement

Are you a member of MPI?

- Yes  No

If no, do you want membership information?

When was the last time you attended Cascadia? \_\_\_\_\_ Never

### Locations of Meetings

- Seattle/Bellevue Metro
- Portland Metro
- Spokane
- Eugene
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Western Washington
- Eastern Washington
- Western Oregon
- Eastern Oregon
- California
- Idaho
- Nevada
- British Columbia

### Number of Attendees at Meetings

- \_\_\_\_\_ Less than 50 Attendees
- \_\_\_\_\_ 51-100 Attendees
- \_\_\_\_\_ 101-250 Attendees
- \_\_\_\_\_ 251-500 Attendees
- \_\_\_\_\_ 501-1000 Attendees
- \_\_\_\_\_ More than 1000

### Annual Meetings Budget

- \_\_\_\_\_ Less than \$50,000
- \_\_\_\_\_ \$50,001-\$100,000
- \_\_\_\_\_ \$100,001-\$250,000
- \_\_\_\_\_ \$250,001-\$500,000
- \_\_\_\_\_ \$500,001-\$1,000,000
- \_\_\_\_\_ More than \$1,000,000

### Involvement in Planning Meetings & Events

- Recommend
- Approve
- None

### Involvement in Meetings & Events

- Less than 1 year
- 1-5 years
- 6-10 years
- More than 10 years

### Program Components

- Meeting Space
- Hotel Sleeping Rooms
- Expo / Trade Show
- Activities (Golf / Spa / Other)
- Offsite Events (Dinners / Special Events)
- Tours
- Audio Visual or Production
- Registration Software & Services
- Transportation
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_

## Hotel Type

- |                                 |   |  |
|---------------------------------|---|--|
| <input type="checkbox"/> City   | <input type="checkbox"/> Suburban           | <input type="checkbox"/> Conference Center |
| <input type="checkbox"/> Resort | <input type="checkbox"/> Airport            | <input type="checkbox"/> Other _____       |
|                                 | <input type="checkbox"/> Convention Centers |  |

## Examples of Previous Programs

### Past Program #1

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Annual Convention  | <input type="checkbox"/> Management    | <input type="checkbox"/> Training           |
| <input type="checkbox"/> Board of Directors | <input type="checkbox"/> Sales         | <input type="checkbox"/> VIP Client Meeting |
| <input type="checkbox"/> Educational        | <input type="checkbox"/> Seminar       | <input type="checkbox"/> Other _____        |
| <input type="checkbox"/> Incentive          | <input type="checkbox"/> Special Event |   |
|   | <input type="checkbox"/> Trade Show    |   |

Property Used \_\_\_\_\_

City \_\_\_\_\_

Property Contact \_\_\_\_\_

### Past Program #2

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Annual Convention  | <input type="checkbox"/> Management    | <input type="checkbox"/> Trade Show         |
| <input type="checkbox"/> Board of Directors | <input type="checkbox"/> Sales         | <input type="checkbox"/> Training           |
| <input type="checkbox"/> Educational        | <input type="checkbox"/> Seminar       | <input type="checkbox"/> VIP Client Meeting |
| <input type="checkbox"/> Incentive          | <input type="checkbox"/> Special Event | <input type="checkbox"/> Other _____        |

Property Used \_\_\_\_\_

City \_\_\_\_\_

Property Contact \_\_\_\_\_

### Future Program #1

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Annual Convention  | <input type="checkbox"/> Sales         | <input type="checkbox"/> VIP Client Meeting |
| <input type="checkbox"/> Board of Directors | <input type="checkbox"/> Seminar       | <input type="checkbox"/> Other              |
| <input type="checkbox"/> Educational        | <input type="checkbox"/> Special Event | _____                                       |
| <input type="checkbox"/> Incentive          | <input type="checkbox"/> Trade Show    |   |
| <input type="checkbox"/> Management         | <input type="checkbox"/> Training      |   |

Property Used \_\_\_\_\_

City \_\_\_\_\_

Property Contact \_\_\_\_\_

### Future Program #2

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Annual Convention  | <input type="checkbox"/> Sales         | <input type="checkbox"/> VIP Client Meeting |
| <input type="checkbox"/> Board of Directors | <input type="checkbox"/> Seminar       | <input type="checkbox"/> Other              |
| <input type="checkbox"/> Educational        | <input type="checkbox"/> Special Event | _____                                       |
| <input type="checkbox"/> Incentive          | <input type="checkbox"/> Trade Show    |   |
| <input type="checkbox"/> Management         | <input type="checkbox"/> Training      |   |

Property Used \_\_\_\_\_

City \_\_\_\_\_

Property Contact \_\_\_\_\_

### Terms & Conditions

Planners who wish to participate will need to submit an application. The planner will receive full registration for the conference, including all meals and the gala. (Preconference activities are not

included.) The selection process will be based on potential for future business, annual budget and purchasing authority. Planners submitting an application will be asked for a **\$250** deposit to confirm your commitment. The deposit is refundable and will be paid post-conference upon the successful completion of the scheduled appointments.

If the planner is not selected to participate in the program, their deposit will be refunded or can be applied to a conference registration. The registration amount will be based on the date application is submitted.

Each hosted planner agrees to attend at least five appointments and each planner will be matched with at least five participating suppliers. Appointments will be scheduled every 10 minutes.

Initially the Hosted Buyer appointments will be scheduled Sunday March 4th from 1:30-2:30pm and Monday, March 5<sup>th</sup> from noon to 1:30pm. Other times can be scheduled if both Supplier and Buyer request it. If participation grows beyond the capacity of this space and time, we will extend it to other times on Monday.

The appointments will take place in a designated area in the expo. The area will be sectioned off from the rest of the expo and will be set with comfortable seating and refreshments will be available. Appointment scheduled times will be provided at registration.

If the Supplier doesn't show, the Cascadia Conference reserves the right to fill a Planner's appointment with another qualified Supplier. You will be considered in compliance with the requirements if you fulfill your obligation.

If the Planner does not fulfill their commitment of at least five appointments, they will forfeit their deposit and be required to pay full registration fees.

### **Payment Method (\$250 Refundable Deposit)**

Check       VISA / MasterCard / American Express

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_ Amount \_\_\_\_\_

**Direct application to: MPI Cascadia Education Conference**

**c/o: Reta Waldrop, CMP**

**MPIWSC**

**23607 Hwy 99, Suite 2C      Fax: 425.7719588**

**Edmonds, WA 98026      e-mail: [reta@mpiwsc.org](mailto:reta@mpiwsc.org)**