

2024

Fall Conference

SEPTEMBER 18TH - 20TH

HILTON POLARIS HOTEL COLUMBUS, OHIO

WWW.HILTON.COM/EN/HOTELS/ CMHPOHF-HILTON-COLUMBUS-POLARIS/



2024 OHAC FALL CONFERENCE

VENDOR INFORMATION

You are invited to participate as a Vendor at the OHAC Fall 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.
 - 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, Thursday's Luncheon, the Vendor Reception, and all breaks.)
 - Vendor set-up is from 7:00 A.M. 10:00 A.M. on Thursday, September 19th.
 - The Vendor Reception will be held on Thursday, September 19th.
 - 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 OHAC President, 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, <u>no later than, Wednesday, September 4, 2024,</u> and the ad <u>must be e-mailed to the OHAC Corporate Office</u>, <u>SHERRY@OHAC.COM</u> in one of the following forms: Word, 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, September 19th. 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 Thursday's Luncheon and in the OHAC Fall Conference Program.

"SILVER" Sponsorship Level - \$ 1,000

Recognition at Thursday's Luncheon and in the OHAC Fall Conference Program and a complimentary full-page ad in the program.

"GOLD" Sponsorship Level - \$ 2,500

Recognition at Thursday's Luncheon and in the OHAC Fall 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 Thursday's Luncheon and in the Fall 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 Hilton Columbus/Polaris Hotel, no more than five (5) days prior to the conference.

Please address all packages accordingly:

Hilton Columbus/Polaris Hotel 8700 Lyra Drive Columbus, OH 43240

OHAC Fall Conference Group Contact: Sherry Hill Christie HOLD for arrival on 9/19/24 # of Boxes:

CONFERENCE AGENDA

WEDNESDAY,	SEPTEMBER 18 TH - SCHEDULE OF EVENTS			
8:00 a.m. – 4:30 p.m.	REGISTRATION			
9:00 a.m. – 4:30 p.m. HOTMA RENT CALCULATION TRAINING FOR ASSISTED HOUSING				
9:00 a.m. – 4:30 p.m.	FINANCIAL MANAGEMENT TRAINING			
1:00 p.m. – 4:15 p.m.	S.H.A.R.P. MEETING & DIRECTORS' MEETING			
4:30 p.m. – 6:30 p.m.	"WELCOME RECEPTION" (all Vendors are welcome to attend the reception)			
TH	IURSDAY, SEPTEMBER 19 TH - 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.	HOTMA RENT CALCULATION TRAINING FOR ASSISTED HOUSING - CONTINUED			
9:00 a.m. – 4:30 p.m.	FINANCIAL MANAGEMENT TRAINING - CONTIINUED			
9:00 a.m. – 4:30 p.m.	"SHORTFALL TRIAGE"			
9:00 a.m. – 4:30 p.m.	FAMILY SELF SUFFICIENCY TRAINING			
9:00 a.m. – 12:00 p.m. HUMAN RESOURCE TRAINING				
10:30 a.m. – 10:45 a.m. MID-MORNNG BREAK – EXHIBITOR BOOTHS OPEN				
12:00 p.m. – 1:00 p.m.	LUNCHEON – Vendors are welcome to attend			
2:45 p.m. – 3:00 p.m.	MID-AFTERNOON BREAK – EXHIBITOR BOOTHS 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, SEPTEMBER 20 TH - SCHEDULE OF EVENTS			
7:30 a.m. – 9:00 a.m.	BREAKFAST BUFFET			
9:00 a.m 12:00 p.m.	HOTMA RENT CALCULATION TRAINING FOR ASSISTED HOUSING - CONTINUED			
9:00 a.m 12:00 p.m.	AUDITOR OF STATE ROUND TABLE			
9:00 a.m. – 12:00 p.m. HCV ROUND TABLE				
9:00 a.m. – 12:00 p.m. FAMILY SELF SUFFICIENCY TRAINING - CONTINUED				
9:00 a.m. – 12:00 p.m.	RISK MITIGATION			
12:00 p.m.	END OF CONFERENCE			

HOTEL INFORMATION

THE HILTON COLUMBUS/POLARIS HOTEL 8700 Lyra Drive Columbus, Ohio 43240

https://www.hilton.com/en/hotels/cmhpohf-hilton-columbus-polaris/

You may make room reservations by telephoning the hotel directly at (614) 885-1600 and request the Reservations Department. Be sure to let the Reservation Agent know you are with the group, "2024 Ohio Housing Authorities Fall Conference" to receive the group rate of \$164 for Hilton Columbus/Polaris Hotel. You may make hotel reservations on-line as well. Here is your link for the guest rooms:

https://www.hilton.com/en/attend-my-event/cmhpohf-93y-76a55f6a-7141-444e-91d1-15ff39ce2409/

The Deadline for making room reservations is <u>Sunday, August 27, 2024</u>. After August 27th, reservations are on a "first-come-first-served" basis and may not be available at the group room 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*

EXTRA EVENT TICKETS:

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

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	Сіту	STATE	Z IP				
CONTACT PERSON	PHONE	E-MAIL					
COMPANY PRODUCT/SERVICES							
SPECIAL REQUESTS							
DO YOU NEED AN ELECTRICAL OUTLET?	YESNO						
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 4% surcharge will be applied.)						
MAIL/E-MAIL/FAX REGISTRATIONS TO:	OHAC Corporate Office, 88 West 3 rd Street, Mansfield, OH 44902 <u>sherry@ohac.com</u> ◆ Fax: (419) 524-1535						
DEADLINES:	For Sponsor Registration, Exhibitor Registration and Program Advertisements, Wednesday, September 4, 2024						
CANCELLATION:	Cancellations received <u>BY</u> WEDNESDAY, SEPTEMBER 11, 2024, will receive a full refund minus a \$50 administrative fee. NO Refunds will be given <u>AFTER</u> WEDNESDAY, SEPTEMBER 13 ⁷⁴ .						
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)							
\$PONSORSHIP • \$500 \$1,000 \$5,000 Other \$							
TOTAL AMOUNT: Enclosed	arge) \$						

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

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 69 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 Trainings 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):				
Address		Сіту	STATE	ZIP
PHONE:	FAX:	WEBSITE:		
EMAIL(S):				
	mbership in the Ohio Housing A		r an Associate Memb	ership.
Please mail applicatio	n information and dues to:	OHAC Corporate Office 88 West Third Str Mansfield, OH 44902	reet	