

Sponsorship Guidelines

Meeting Registration

If your sponsorship includes complimentary meeting passes, your company's main representative with NANOG was provided special "Registration Discount Codes". To redeem your complimentary meeting passes, please use the Discount Codes when registering your representatives (enter "Discount Code" on the payment page). This will waive the registration fee.

A special **One-Day Pass**, available only to sponsors, is offered to those individuals that only come in on the day of the sponsor's exhibit. If interested in using a One-Day Pass, please contact sponsor-support@nanog.org. Non-technical representatives are discouraged from representing the sponsor at the sponsorship venue.

The following guidelines apply to all sponsors of a NANOG meeting:

- This sponsorship opportunity does not grant your company a speaking slot as part of the NANOG program.
- While the collection of business cards is allowed, using cards for mailing list marketing, attempted contact via social media, or other mass communication methods is frowned upon. Sponsors must adhere to the NANOG mailing list. See "Usage Guidelines" (<https://www.nanog.org/resources/usage-guidelines/>).
- Any questions that sponsors or on-site representatives may have, should be directed to sponsor-support@nanog.org in order to get a timely response and resolve any issues in the most efficient manner.

- Sponsors are discouraged from hosting private social events that may conflict in any way with other NANOG sponsorship engagements.
- All Sponsors must follow the “Code of Conduct” (<https://www.nanog.org/about/code-conduct/>).
- All Sponsors have equal display space with table and chair(s) as specified in your sponsorship agreement.
- Internet: Access to the NANOG Wireless Internet Network is offered on a complimentary basis. If you require a wired Ethernet connection, please contact sponsor-support@nanog.org at least (2) weeks prior to the meeting. If additional internet requirements are preferred, please reference the Internet Order Form on the sponsorship website page. Sponsors are responsible for these costs.
- AV, Storage, Power: If your display requires special services, such as electrical power, audiovisual, a power strip, or extra storage assistance, please request the appropriate order forms from sponsor-support@nanog.org. Sponsors are responsible for these costs.
- All sponsor tables should be staffed by sales and/or marketing engineering representatives that can respond to questions about the product(s) displayed. **Anyone staffing your sponsor table should be a registered meeting attendee.**
- Engineering white papers and product data sheets are permitted.
- Swag/giveaways of nominal value are encouraged.

Breakfast, Break, Lunch, and Peering Sponsors:

- Sponsors will be provided with a maximum floor space of 8 foot wide by 5 foot deep, with a 6-foot banquet table, clothed and skirted with (2) two chairs.
- Sponsors may bring a retractable pop-up banner (maximum size 3.5 foot wide by 6 foot high) to be displayed right next to the table. An LCD monitor, no larger than 32", can be displayed, as long as it sits on or near the 6-foot table, space permitting.
- Sponsors can display their products on the tabletop, or due to weight restrictions only, at the side of the table. All delivery or storage boxes must fit under the 6-foot table provided.
- Sponsor representatives will be provided access to the venue display area 30 minutes prior to the event for set-up and 30 minutes after the event for teardown.

Beer N' Gear Sponsors:

- Sponsors will be provided with a maximum floor space of 8 foot wide by 5 foot deep, with a 6-foot banquet table, clothed and skirted with (2) chairs.
- Sponsors may bring a standalone backdrop not to exceed 8 foot wide by 8 foot high. An LCD monitor can be displayed on a stand right next to, or behind the table, space permitting, as long as it does not use more than the 8-foot by 5-foot space assigned.
- Sponsors can display their products on the tabletop, or due to weight restrictions only, at the side of the table. All delivery or storage boxes must fit under the 6-foot table provided.

- Sponsor representatives will be provided access to the venue display area 60 minutes prior to the event for set-up, and 30 minutes after the event for teardown.

If you have any questions or special needs beyond these please inform the sponsor support group or the meeting coordinators as soon as possible: sponsor-support@nanog.org. NANOG will make every effort to accommodate your request, but cannot guarantee it. NANOG staff will also be on-site at the meeting to assist sponsors.