



NAIOP SPONSOR NEWSLETTER

development 08: the annual meeting for commercial real estate

October 20-23, 2008 | **THEhotel at Mandalay Bay** | Las Vegas, Nevada

Thanks for signing up to be a sponsor at Development 08; the annual meeting for commercial real estate. Come ready to meet hundreds of top developers, owners and investors in commercial real estate from all over the U.S.

We want to make your sponsorship experience a great one. To that end you will be getting email updates like this one from NAIOP. Please let us know if you would like these updates to go to additional or different people on your staff.

Registration:

Register your conference attendees at:

Sponsors: <http://www.naiop.org/conferences/development08/sponsorregform.cfm>

Hotel and Travel:

The room block will fill up fast, so please reserve as soon as possible.

THEhotel at Mandalay Bay is offering a special rate of **\$255** single/double, exclusive of taxes. Please note the hotel requires a one-night room and tax deposit at time of reservation. The discounted rate will be offered until **September 19, 2008**, or **until the room block has been filled**, whichever occurs first.

<http://www.naiop.org/conferences/development08/travel.cfm>

To book a room at THEhotel at Mandalay Bay, call THEhotel's toll-free at (877) 632-7800, or call the hotel directly at (702)632-7777. Identify yourself as part of the NAIOP room block and request the special NAIOP rate of **\$255** single/double, exclusive of taxes. The rate will be extended for three days before and after the room block dates (October 14th-October 26th), subject to availability.

Please Note: All hotel changes and cancellations must be made no later than 72 hours prior to date of arrival.

Shipping information:

Please review the following shipping information closely and follow these directions to make sure your materials arrive safe and on time.

Shipping your conference bag insert:

If your sponsorship includes placing an item in the conference bag, please ship it to the following address on or before October 3, 2008. (please make sure to label your package(s) as “conference bag insert”)

ADCOM

Attn: NAIOP development '08
5655-D General Washington Drive
Alexandria, VA 22312-2403
Phone: (703) 684-1900

We strongly suggest that you use a system that will track the shipment; we will provide you with a confirmation that delivery has been made. *** Please send tracking information to Debbie Lenino.**

Shipping to your attention:

THEhotel at Mandalay Bay
3950 Las Vegas Blvd, South
Las Vegas, NV 89119
Hold for hotel guest: <<insert your name and arrival date>>

- Do **not** have anything arrive to the hotel more than 7 days in advance.
- There will be handling fees assessed by the hotel for all incoming and outgoing shipments, storage, and/or delivery of the packages. **Please note that these fees are not included in your investment and you must make arrangements directly with the hotel to pay them.**
- If you plan to ship items after the show, bring a pre-printed air bill to save time during tear down. Otherwise you can fill out the forms provided at the Mandalay Bay business center.

If you have any questions please feel free to contact:

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