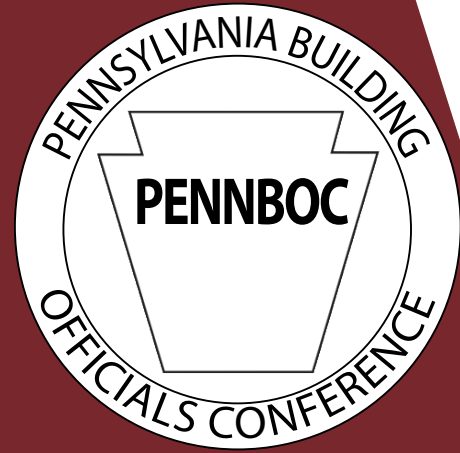


September 17-19, 2025  
Bear Creek Mountain Resort, Macungie, PA

# CONFERENCE & TRADE SHOW



## INVITATION TO EXHIBIT & SPONSOR

REGISTER ONLINE AT  
[www.PENNBOC.org](http://www.PENNBOC.org)

Pennsylvania Building Officials Conference  
PO Box 82 | Bethlehem, PA 18016  
(717) 730-6036 | [www.PENNBOC.org](http://www.PENNBOC.org)

# 2025



# You're Invited to Exhibit at the 2025 PENNBOC Conference & Trade Show!

PENNBOC's Conference is the right place -- a neutral place -- to reach many building code professionals in one place. Last year, we had over 170 conference participants.

The 2025 Conference and Trade Show will be held on **September 17-19, 2025**, at Bear Creek Mountain Resort, Berks County (vendor move-in Sep 16th.)

Exhibiting your products and services in a non-confrontational environment benefits your company, your customers, and the code officials you will meet on the job site. As an exhibitor, you receive one full meal package and may attend any of educational sessions to build your knowledge of

codes, their application and enforcement. Additional options include conference and event-specific sponsorships.



## Exhibitor Deadlines

Registration Deadline: Sep. 7th

Ad Copy/Sponsor Logo Due By: Sep. 7th

Refund Deadline: Sep. 7th

## CONFERENCE VENUE

### Bear Creek Mountain Resort

101 Doe Mountain Lane  
Macungie, PA 18062  
Hotel Phone: (866) 754-2822  
[www.bcmountainresort.com](http://www.bcmountainresort.com)

Tucked in scenic Berks County, Bear Creek Mountain Resort is a four-season destination retreat. With the mountains at our doorstep, you can bike, hike, and explore our 330 wooded acres, or admire the view from its rustic-inspired lodge.



Guests can relax and rejuvenate in Bear Creek's full-service spa, fitness center, multiple pools, hot tubs, and savor al fresco meals and seasonal specials at its on-site restaurant and cafe.

PENNBOC conference goers can receive a special room rate of \$129 per night (a limited number of Deluxe Suites w/two Queen Beds available for \$159). Use the Group Name: ***PENNBOC Conference*** when making your guest reservations. The hotel group block rate is available until **Sep 2nd.**

# EXHIBITOR & SPONSOR REGISTRATION FORM

Company Name: \_\_\_\_\_

Billing Contact: \_\_\_\_\_

Product/Service Description: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Primary Booth Contact: \_\_\_\_\_

## SPONSORSHIP OPPORTUNITIES *(does not include booth rental)*

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Platinum Sponsor - \$1750           | <input type="checkbox"/> Gold Sponsor - \$1250       | <input type="checkbox"/> Silver Sponsor - \$1000 |
| <input type="checkbox"/> Wed Breakfast - \$500               | <input type="checkbox"/> Thu Breakfast - \$500       | <input type="checkbox"/> Fri Breakfast - \$500   |
| <input type="checkbox"/> Wed Lunch - \$750                   | <input type="checkbox"/> Thu Lunch - \$750           |  |
| <input type="checkbox"/> Wed Eve Welcome Reception - \$1,000 | <input type="checkbox"/> The Eve Reception - \$1,000 |  |

## BOOTH RENTAL

☐ Booth Rental - \$550 *(Booth rental includes one full meal package for the Primary Booth contact)*

- |   |  |
|---|--|
| <input type="checkbox"/> Additional Booth Personnel: Name(s): _____ | <input type="checkbox"/> Full Meal Package - \$195 |
| _____   | <input type="checkbox"/> No Meals- \$75            |
| _____   | <input type="checkbox"/> Full Meal Package - \$195 |
|   | <input type="checkbox"/> No Meals- \$75            |

## CONFERENCE PROGRAM ADVERTISING

- |  |   |
|--|---|
| <input type="checkbox"/> Full Page B&W - \$300<br><i>(5" x 8")</i>                         | <input type="checkbox"/> 1/2 Page B&W - \$200<br><i>(5" x 4")</i>                                 |
| <input type="checkbox"/> Back Cover Color - \$500<br><i>(5" x 8") - only one available</i> | <input type="checkbox"/> Inside Back Cover Color - \$400<br><i>(5" x 8") - only one available</i> |

## HOLD HARMLESS AGREEMENT

By registering as a sponsor and/or exhibitor, the company and all company representatives agree to indemnify, save, defend and hold harmless the Pennsylvania Building Officials Conference and the host hotel, their respective employees, contractors, and officers, against any or all damage to property or personal injury or loss caused by the exhibitor, his agents, employees, representatives or their personal property. The exhibitor assumes complete responsibility and liability for all injuries to any and all persons or property caused by the exhibitor's property, display, and/or the actions of his agents, employees, or representatives.

## PAYMENT *(Return form & payment to: PENNBOC, PO Box 82, Bethlehem, PA 18016)*

- |                           |   |   |
|---------------------------|---|---|
| TOTAL AMOUNT DUE: \$_____ | <input type="checkbox"/> Check Enclosed, or | <input type="checkbox"/> Pay by Credit Card |
|                           |   | Circle: VISA MASTERCARD DISCOVER AMEX       |
|                           |   | Name: _____                                 |
|                           |   | Card No. _____                              |
|                           |   | Expiration ____/____ CCV # _____            |

**Save Time: Register & Pay Online at [www.PENNBOC.org](http://www.PENNBOC.org)**

# EXHIBITOR INFORMATION (Subject to change)

## GENERAL INFO

- Spaces are assigned first come, first served based on the date of payment received. Booth assignment will be emailed approximately one week prior to the conference start.
- The Exhibit Area is co-located with the conference breaks & meals.
- Spaces are approximately 8' wide with one 6' skirted table & 2 chairs. Electric service included. No pipe/drape.
- Deliveries should be coordinated with hotel sales office in advance. Ensure exterior label references PENNBOC conference & is marked to the attention of the Sales Manager at Bear Creek.
- Each space includes one complete meal package. Extra meal packages can be purchased for additional booth personnel. All booth personnel must be registered.
- The Exhibit Area must be cleared no later than noon on Friday.

## EXHIBITOR SCHEDULE

### Tuesday, September 16th

3:00pm Exhibitor Set-up (until 6pm)

### Wednesday, September 17th

7:00am Exhibitor Set-up (extra time)  
7:30am Attendee Check-in & Breakfast  
8:30am Morning Seminars  
12:00pm Lunch Meeting  
1:30pm Afternoon Seminars  
5:00pm Welcome Reception

### Thursday, September 18th

7:30am Attendee Check-in & Breakfast  
8:30am Morning Seminars  
12:00pm Lunch Meeting  
1:30pm Afternoon Seminars  
5:00pm Happy Hour Reception

### Friday, September 19th

7:30am Attendee Check-in & Breakfast  
8:30am Morning Seminars  
11:00am Exhibitor Move-out  
12:00pm Conference Ends

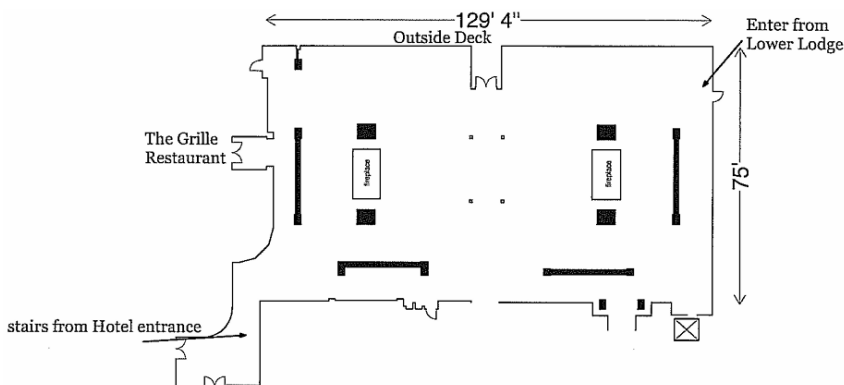
## EXHIBITOR AREA LOCATION / LAYOUT

The Exhibit Area will be in the Resort Lodge located where conference meals & breaks will be served.

Vendor tables will be arranged around the perimeter of the ballroom and assigned by PENNBOC.

In the event demand exceeds available space inside the Lodge, vendor tables may be placed in the Mountain Ballroom pre-function area outside classrooms (not pictured).

Layout subject to change.



# SPONSORSHIP BENEFITS (Subject to change)

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Increase your company's exposure with attendees by purchasing one of these sponsorship opportunities. Sponsorships do not include booth rental. Limited sponsorships will be sold per each opportunity. Check with the PENNBOC office to verify the sponsorship you want is still available ([admin@pennboc.org](mailto:admin@pennboc.org)). All artwork, logos, and ad copy is due by September 7th -- send print ready graphics to [admin@pennboc.org](mailto:admin@pennboc.org).

## **Platinum Conference Sponsor - \$1,750**

*Only two available*

Deliver a 5-minute presentation to attendees from the conference dais during Wed or Thu lunch service; sales literature distributed to attendees during their check-in; signage at conference desk; logo included in conference email communications; 60-second pre-recorded video commercial posted on PENNBOC website for 30 days, posted on PENNBOC Facebook page, emailed to all 550+ PENNBOC members; full page advertisement in conference program; and, recognition from podium.

## **Gold Conference Sponsor - \$1,250**

*Only two available*

Sales literature distributed to attendees during their check-in; signage at conference desk; logo included in conference email communications; 60-second pre-recorded video commercial posted on PENNBOC website for 30 days, posted on PENNBOC Facebook page, and emailed to all 550+ PENNBOC members; full page advertisement in conference program; and, recognition from podium.

## **Silver Conference Sponsor - \$1,000**

*Only two available*

Sales literature distributed to attendees during their check-in; signage at conference desk; logo included in conference email communications; 60-second pre-recorded video commercial posted on PENNBOC website for 30 days, and posted on PENNBOC Facebook page; half page advertisement in conference program; and, recognition from podium.

## **Breakfast Sponsor - \$500**

*Wed, Thu & Fri available - only two available per day*

Distribute your sales literature at the meal tables over breakfast; signage at food service station; half page advertisement in the conference program; and, recognition from podium.

## **Lunch Sponsor - \$750**

*Wed or Thu - only one available per day*

Distribute your sales literature at meal tables over lunch; signage in food service station; logo included in conference email communications; full page advertisement in the conference program; and, recognition from podium.

## **Evening Reception Sponsor - \$1,000**

*Wed or Thu - only one available per day*

Distribute your sales literature at meal tables over the evening's happy hour and reception. Your company logo printed on complimentary drink tickets provided to all attendees. 20 complimentary drink tickets for your sales team to distribute to attendees at your discretion. Signage at bar area; logo included in conference email communications; full page advertisement in the conference program; and, recognition from podium.

## **Raffle Item - FREE!**

*Option only available to exhibitors or sponsors*

Increase your company's profile at the conference by donating something of value to be raffled off during Thu's Lunch Meeting (e.g., gift cards, electronic devices, etc.). Your company will be recognized as the raffle item donor at the time of the drawing. Bring your raffle items to the conference registration desk by Thu morning.

## **Conference Program Advertising Options**

The Conference Program Booklet is a great way to put your information in attendees' hands. The Booklet's overall dimensions are 5.5" x 8.5". The cover pages are printed in color and the inside pages are black & white. Only one ad space is available for each of the program cover options. See order form for pricing & exact ad dimensions.

**All logos and ad copy files** are due by **Sep 7th**.

Email your hi-resolution, print-ready PDF or graphic files to [admin@pennboc.org](mailto:admin@pennboc.org). Questions? Call us at (717) 730-6036.

**Save Time: Register online at [www.PENNBOC.org](http://www.PENNBOC.org)**



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