



2025 Hosted Planner Program Overview

Designed exclusively for serious Planners, professional development, and one-on-one supplier access, the NCBMP Hosted Planner Program connects you in live event settings with suppliers with whom you want to discuss business. Our Hosted Planner Program is designed to help you work smarter, not harder. We'll do all the hard work! If you're accepted into the Hosted Planner Program, your registration, hotel accommodations and flight are complimentary. You will experience exceptional supplier connections, engaging educational seminars and develop career-changing relationships.

Hosted Planner Program Includes

- Complimentary Full Access Event Registration
 - Includes access to educational breakouts, exhibit floor, opening reception, general sessions, all meal events hosted by NCBMP, planners' private VIP presentation, Hosted Planner/New Member Orientation and closing night gala.
- Reimbursable round-trip airfare up to \$450.00, is paid if application is submitted by stated deadline. (Payment is made at the City Tour on November 21st, upon completion of onsite commitments and submission of receipt).
- Round-trip airport ground transportation will be provided.
- Complimentary hotel accommodation (November 19th -21st)
- Exclusive invites to activations and networking receptions

Hosted Planner Qualifications

- Applicants must be decision-maker for organizations' events and/or exhibitions.
- Applicants must have at least one active RFP within the following years of 2026-2029.
- Applicants must agree to the terms and conditions listed below.

Terms and Conditions:

- Application must be submitted by Friday, July 11, 2025 (Awardees will be notified by August 1st)
- Participants are required to attend:
 - Virtual Hosted Planner Orientation (time and date coming soon).
 - Hosted Planner Welcome Reception on Wednesday, November 19th at 4:00pm PDT
 - Hosted Planner VIP Presentation on Thursday, November 20th (TBD)
- Participants must visit the NCBMP Exchange during operating hours.
- Accepted participants must attend a minimum of (8) appointments with suppliers during The Exchange.
- Accepted participants must agree to Visit Portland's booth during The Exchange.
- NCBMP will only accept one (1) application per individual Planner. In the event of more than one application is received, the first application will be processed.
- Participation in the Hosted Planner Program will be limited to one (1) participant per organization (exceptions may be made if Association Executive or Regional Planners are separate applicants).
- Applicants not accepted to the Hosted Planner Program may qualify for a 20% discount on their 2025 conference registration.
- Participants are required to complete the attendee post-show survey by November 21, 2025. The online survey link will be sent to the participant's email address.
- NCBMP reserves the right to limit the number of Hosted Planner opportunities.
- NCBMP reserves the right to change program qualification parameters, terms, and conditions.
- Direct any questions related to The Hosted Planner Program to info@ncbmbp.org.

DEADLINE JULY 11, 2025