



2025

Fall Conference

September 17th-19th
Renaissance Columbus Westerville
409 Altair Parkway
Westerville, Ohio, 43082



Vendor Information

You are invited to participate as a Vendor at the OHAC Spring 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.

- 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**. Please see the registration form for additional ticket information.
- Vendor set-up is from 7:00 A.M. – 10:00 A.M. on Thursday, September 18th. Tear down is after the vendor reception Thursday evening.
- The Vendor Reception will be held on Thursday, September 18th.

✚ **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, **no later than, Monday September 1st, 2025**, and the ad **must be e-mailed to the OHAC Corporate Office, ASHLEY@OHAC.COM** 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. 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 Ashley Howell 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 the Vendor Appreciation Luncheon and in the OHAC Fall Conference Program.

"SILVER" Sponsorship Level - \$ 1,000

Recognition at the Vendor Appreciation Luncheon and in the OHAC Fall Conference Program and a complimentary full-page ad in the program.

"GOLD" Sponsorship Level - \$ 2,500

Recognition at the Vendor Appreciation 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 the Vendor Appreciation 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 Ashley Howell at the OHAC Corporate Office for more details.

✚ **SHIPPING INFORMATION:**

Packages may be shipped to Renaissance, no more than three (3) days prior to the conference.

Please address all packages accordingly:

Renaissance Columbus Westerville
409 Altair Parkway
Westerville, Ohio, 43082

Also, please list the following on all packages:

OHAC Fall Conference
Group Contact: Ashley Howell
HOLD for arrival on 9/16/25
of Boxes:

Conference Agenda & Hotel Information

HOTEL INFORMATION

WEDNESDAY, SEPTEMBER 17TH - SCHEDULE OF EVENTS	
8:00 a.m. – 4:30 p.m.	REGISTRATION
7:30 a.m. – 9:00 a.m.	BREAKFAST
9:00 a.m. – 4:00 p.m.	FINANCIAL NUTS & BOLTS OF PHA BUDGETING
9:00 a.m. – 4:00 p.m.	PROJECT BASED VOUCHER /PROJECT BASED RENTAL ASSISTANCE TRAINING
9:00 a.m. – 4:00 p.m.	RENT CALCULATION 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) Entertainment: "Music by DJ Maintain"
THURSDAY, SEPTEMBER 18TH - SCHEDULE OF EVENTS	
7:00 a.m. – 10:00 a.m.	VENDOR SET-UP
7:30 a.m. – 9:00 a.m.	BREAKFAST BUFFET - Vendors Welcome
9:00 a.m. – 4:30 p.m.	FINANCIAL - NUTS & BOLTS OF PHA BUDGETING – CONTINUED
9:00 a.m. – 4:30 p.m.	PROJECT BASED VOUCHER /PROJECT BASED RENTAL ASSISTANCE TRAINING – CONTINUED
9:00 a.m. – 4:30 p.m.	RENT CALCULATION – CONTINUED
9:00 a.m. – 4:30 p.m.	PROCUREMENT
9:00 a.m. – 4:30 p.m.	ADVOCACY FOR PHA'S
10:30 a.m. – 10:45 a.m.	MID-MORNING BREAK – EXHIBITS OPEN
12:00 p.m. – 1:00 p.m.	LUNCHEON- Vendors are Encouraged to Attend
2:45 p.m. – 3:00 p.m.	MID-AFTERNOON BREAK – EXHIBITS OPEN
4:30 p.m. – 6:30 p.m.	VENDOR RECEPTION - Vendor Exhibits Open & Vendor Bingo Drawing
6:30 p.m. – 9:00 p.m.	VENDOR TEAR-DOWN
FRIDAY, SEPTEMBER 19TH - SCHEDULE OF EVENTS	
7:30 a.m. – 9:00 a.m.	BREAKFAST BUFFET
9:00 a.m. - 12:00 p.m.	FINANCE ROUND TABLE
9:00 a.m. - 12:00 p.m.	PROJECT BASED VOUCHER /PROJECT BASED RENTAL ASSISTANCE TRAINING – Q & A
9:00 a.m. – 12:00 p.m.	RENT CALC- CONTINUED
9:00 a.m. - 12:00 p.m.	PROCUREMENT – CONTINUED
9:00 a.m.- 12:00 p.m.	ADVOCACY/ EFFECTIVE PROMPTING WITH CHATGPT
12:00 p.m.	END OF CONFERENCE

RENAISSANCE COLUMBUS WESTERVILLE
409 ALTAIR PARKWAY
WESTERVILLE, OHIO 43082

You may make room reservations by telephoning the group reservations system at (833)-427-0292. Be sure to let the Reservation Agent know you are with the group, **"2025 Ohio Housing Authorities Fall Conference"** to receive the group rate of **\$189**. You may make hotel reservations on-line as well. Here is your link for the guest rooms:

[Book your group rate for Ohio Housing Authorities Conference Sep2025](#)

The Deadline for making room reservations is **Tuesday, August 26, 2025**. After August 26th, 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***
**Information about becoming an OHAC Associate Member can be found on the last page of the vendor information.*

EXTRA EVENT TICKETS: *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 Vendor Appreciation Luncheon, the Vendor Reception, and all breaks).*

COMPANY NAME _____ COMPANY REPRESENTATIVE _____

REPRESENTATIVE EMAIL _____ PHONE# _____

ADDITIONAL REPRESENTATIVE _____ EMAIL _____

PHONE _____ COMPANY ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONTACT PERSON IF DIFFERENT FROM REP _____ PHONE _____ E-MAIL _____

COMPANY PRODUCT/SERVICES _____

DO YOU NEED AN ELECTRICAL OUTLET? YES NO

MAKE CHECKS PAYABLE TO: *Ohio Housing Authorities Conference (OHAC)*

CREDIT CARD PAYMENTS: *Contact Ashley Howell 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/REGISTRATIONS TO: *OHAC Corporate Office, 88 West Third Street, Mansfield, OH 44902
ashley@ohac.com*

DEADLINES: For **Sponsor Registration, Exhibitor Registration** and **Program Advertisements**, **Monday, September 1st, 2025**

CANCELLATION: Cancellations received **BY MONDAY SEPTEMBER 8TH 2025**, will receive a full refund minus a \$50 administrative fee. **NO Refunds** will be given **AFTER MONDAY SEPTEMBER 8TH**

PAYMENT DEADLINE: **ALL registration, and AD fees are due by September 8th, 2025**

EXHIBITOR REGISTRATION FEE:

\$450

\$250 for Associate Member \$ _____

EXTRA EVENT TICKET(S) # _____ **X \$ 200 each additional person** \$ _____

NEW ASSOCIATE MEMBERSHIP FEE:

\$ 300 \$ _____

PROGRAM ADVERTISEMENT:

Full Page - \$150

½ Page - \$75 \$ _____

SPONSORSHIP

\$500

\$1,000

\$2,500

\$5,000

Other \$ _____

TOTAL AMOUNT:

Enclosed

Please Invoice

Credit Card (4% surcharge) \$ _____

*Please contact Ashley Howell at the OHAC Corporate Office with any questions.
 (419) 524-9116 (office) ♦ (419) 612-0146 (cell) ♦ ashley@ohac.com*

OHAC 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 65 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 have 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 Training meetings 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): _____

ORGANIZATION: _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE: _____ FAX: _____ WEBSITE: _____

EMAIL(S): _____

TYPE OF BUSINESS: _____

I hereby apply for membership in the Ohio Housing Authorities Conference.

Enclosed is my check for \$_____ to cover my first year's dues assessment for an Associate Membership.

Please mail application information and dues to:

**OHAC Corporate Office
88 West Third Street
Mansfield, OH 44902**