

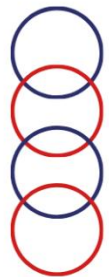


OHAC 2026 MAINTENANCE CLINIC



OCTOBER 1ST & 2ND 2026

Embassy Suites by Hilton
2700 Corporate Exchange Drive
Columbus, OH 43231



Hands On Training



Vendor Information

You are invited to participate as a Vendor at the OHAC Maintenance Clinic. 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, October 1st, 2026. Tear down is after the vendor reception Thursday evening.**
- **The Vendor Reception will be held on Thursday, October 1st, 2026.**

PROGRAM ADS: \$150 (full page) \$75 (1/2 page)

The program will be 8 1/2" 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 7th, 2026, 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 Reception and in the OHAC Maintenance Clinic Program.

"SILVER" Sponsorship Level - \$ 1,000

Recognition at the Vendor Reception and in the OHAC Maintenance Clinic Program and a complimentary full-page ad in the program.

"GOLD" Sponsorship Level - \$ 2,500

Recognition at the Vendor Reception and in the OHAC Maintenance Clinic 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 reception and in the OHAC Maintenance Clinic 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 Embassy Suites, no more than three (3) days prior to the conference.

Please address all packages accordingly:

Embassy Suites Columbus
2700 Corporate Exchange Drive
Columbus, Ohio 43231

Also, please list the following on all packages:

OHAC Maintenance Clinic
Group Contact: Ashley Howell
HOLD for arrival on 9/30/26
of Boxes:

Conference Agenda & Hotel Information

THURSDAY OCTOBER 1ST - SCHEDULE OF EVENTS	
7:30 a.m. – 4:30 p.m.	REGISTRATION
7:00 a.m. – 9:00 a.m.	BREAKFAST BUFFET – <i>Vendors are Welcome to Join</i>
8:00 a.m. – 12:00 p.m. 1:00 p.m. – 4:30 p.m.	HVAC: TROUBLESHOOTING BASIC HEATING & AIR COOLING & PREVENTATIVE MAINTENANCE (HANDS-ON)
8:00 a.m. – 12:00 p.m. 1:00 p.m. – 4:30 p.m.	FURNACE TROUBLESHOOTING & REPAIR (HANDS-ON)
8:00 a.m. – 12:00 p.m.	SCOPE OF WORK/UNIT TURN AROUND
1:00 p.m. – 4:30 p.m.	NSPIRE TRAINING
8:00 a.m. – 12:00 p.m. 1:00 p.m. – 4:30 p.m.	ELECTRICAL WIRING
8:30 a.m. – 10:30 a.m.	VENDOR SET-UP
10:30 a.m. – 10:45 a.m.	MID-MORNING BREAK – <i>EXHIBITORS OPEN</i>
12:00 p.m. – 1:00 p.m.	LUNCH BUFFET – <i>Vendors are Welcome to Join</i>
2:30 p.m. – 2:45 p.m.	MID-AFTERNOON BREAK – <i>EXHIBITORS OPEN</i>
4:30 p.m. – 6:00 p.m.	VENDOR RECEPTION - <i>Vendor Exhibits Open & Vendor Bingo Drawing</i>
6:00 p.m.	VENDOR TEAR-DOWN
FRIDAY, OCTOBER 2ND – SCHEDULE OF EVENTS	
7:30 a.m. – 9:00 a.m.	BREAKFAST BUFFET - <i>Vendors Welcome</i>
9:00 a.m. – 12:00 p.m.	HVAC: (CONTINUED))
9:00 a.m. – 12:00 p.m.	FURNACE TROUBLESHOOTING & REPAIR (HANDS-ON) (CONTINUED)
9:00 a.m. – 12:00 p.m.	MAINTENANCE SUPERVISOR ROUND TABLE
9:00 a.m. – 12:00 p.m.	ELECTRICAL WIRING (CONTINUED)
12:00 p.m. – 1:00 p.m.	LUNCH BUFFET
1:00 p.m. – 3:00 p.m.	GENERAL SESSION: FAIR HOUSING TRAINING
1:00 p.m. – 3:00 p.m.	EPA 608 CERTIFICATION TRAINING & TEST
3:00 p.m.	ADJOURNMENT

HOTEL INFORMATION

EMBASSY SUITES COLUMBUS
2700 CORPORATE EXCHANGE DRIVE
COLUMBUS, OHIO 43231

You may make room reservations by telephoning the hotel directly at 614-890-8600. Be sure to let the Reservation Agent know you are with the group, “OHAC Maintenance Clinic” to receive the group rate of \$131. You may make hotel reservations on-line as well. Here is your link for the guest rooms:

[View your attendee website](#)

<https://www.hilton.com/en/attend-my-event/cmhcees-omg-0c4f7785-ac51-44aa-a1d9-a49fd68eacd4/>

The Deadline for making room reservations is Thursday, September 10th, 2026. After September 10th, 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 Thursday's Breakfast Buffet, Lunch, 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 _____	
DO YOU NEED AN ELECTRICAL OUTLET? YES ☐ NO ☐ COMPANY PRODUCT/SERVICES _____	

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](#), **Thursday, September 10th, 2026**

CANCELLATION: Cancellations received **BY THURSDAY, SEPTEMBER 10TH 2026**, will receive a full refund minus a \$50 administrative fee. **NO Refunds** will be given **AFTER THURSDAY, SEPTEMBER 10TH**

PAYMENT DEADLINE: **ALL registration fees, and AD fees are due by September 21st, 2026**

EXHIBITOR REGISTRATION FEE:

- ☐ \$450 PER PERSON
☐ \$250 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 67 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**