



# **NCARCA Conference Vendor Packet**

**October 12-15, 2025  
Double Tree Hotel by Hilton  
Atlantic Beach, NC  
252-222-4010  
252-240-1155**

**Enclosed you will find:  
Welcome Letter  
Vendor Contract Information  
Reservations Information**

**The deadline for accepting exhibitors and/or sponsors is September 12, 2025**

Dear Partners in the Animal Services World,

Greetings on behalf of The North Carolina Animal & Rabies Control Association! Has it been a year already? Gearing up as the largest animal related Association in North Carolina, NCARCA remains committed to maintaining the connections we have to the companies who have supported us so well in the past and have been faithful in providing quality products and services that have benefited our counties so well. We also want to establish a relationship with new up and coming companies with innovation and vision who bring fresh ideas and concepts to the table and further expand the success of our mission. That is why our annual training Conference is so important to the growth of the animal care world.

NCARCA's three-day training Conference offers the latest in educational trends and current information, to better equip those in the animal care and control field, legally, safely, and compassionately. That is why vendor support is so vital to the framework of this gathering. The products and services you offer are an invaluable component in helping to meet our goals. I want to extend to you a personal invitation to have your company join us at the next **NCARCA Conference October 12-15, 2025** being held in beautiful Atlantic Beach, North Carolina. This training Conference is one of the most valuable and economic tools available for reaching, networking, and assisting those in the animal care field.

**Exhibitor's fees are \$600.** In addition to table and booth assignments, exhibitor fee includes two (2) tickets to our business dinner banquet, awards and social on Tuesday evening, October 14<sup>th</sup>, an Ad in our pamphlet and will be posted on our website. And up to (2) NCARCA annual t-shirts.

### **NEW THIS YEAR**

If you are not interested in be an onsite exhibitor, perhaps you would like to consider being a sponsor. **Sponsorship of \$300** gets you an Ad in the pamphlet and your Ad will be placed on our website and any materials you send us will be handed out to each attendee, please contact the vendor coordinator.

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Lastly, should you be so inclined, we gladly accept donations of any product such as: traps, cages, leashes, pet supplies, gift certificates, catch poles, gloves, etc., all donation will be included in our raffle . . . always a popular event! Any brochures or information you send about the donated item will be distributed to the winner(s). The raffle is solely supported through donations from caring individuals and companies like yours and is the major fundraiser for our Association. Any donation is greatly appreciated.

**Hotel reservations may be made directly to the Double Tree Hotel Atlantic Beach, NC. All reservations can be made online at [www.ncarca.com](http://www.ncarca.com) on the Upcoming 2025 Conference page, follow the link for the hotel. Or if you need to you can contact them directly at 252-222-4010, Room rates are \$149 per night. Don't forget to inform them that you are attending the NCARCA Conference.**

To register as an exhibitor and/or sponsor, or if you have questions about the conference or the association, please fill out the online form on the NCARCA Website or contact our vendor coordinator at [ctaylor@edgecombeco.com](mailto:ctaylor@edgecombeco.com) or 252-813-2774.

Thanking you in advance for your support and consideration. I look forward to hearing from you soon and hopefully seeing you in Atlantic Beach.

Sincerely,

Eugene Taylor  
Vendor Coordinator  
NCARCA Board

# **North Carolina Animal and Rabies Control Association (NCARCA)**

## **Code of Conduct & Expectations for Vendors**

### **NCARCA Ground Rules:**

- Part of good “organizational behavior” involves communication among our organization and its members. We expect that those communications with each other should always reflect the principles of honesty, fairness and respect. We respect our vendors do the same.
- NCARCA encourages everyone to always conduct him/herself in a responsible and professional manner during the conference. This is to include social and networking events. If there is a concern raised, the individual is to address any issue directly with the conference committee representative and/or executive board members, with diplomacy, tact, and direct communication.
- Vendors may be asked to provide a copy of their presentations prior to the training event to the board for review.

I recognize that I am participating in the North Carolina Animal and Rabies Control Association Conference/training knowingly, willingly, and voluntarily, and I agree to release and hold harmless the North Carolina Animal and Rabies Control Association and its Board members from any injury or liability that may occur in connection with my participation.

**Please mail Contract Form with Payment to:**

Eugene Taylor

NCARCA Vendor Coordinator

3005 Anaconda Road

Tarboro, NC 27886

252-641-7911 office 252-813-2774 cell 252-641-5411 fax

**If paying by card please email forms to me**

**Or to pay with a credit card please contact:**

Donna Hatcher

NCARCA Treasurer

919-901-8745