



2024 Summer Vendor Exhibit

DATES: June 10th & 11th

PLACE: Eccles Center Park City
1750 Kearns Boulevard
Park City, Utah 84060

Adjacent to Park City High School

EVENT ROOM: Park City High School Gymnasium

BOOTH DESCRIPTION: 10'x10' draped partition, 6'x6' draped table, 2 chairs, wastebasket,
and Wi-Fi

EVENT COST: \$300

JUNE 10TH

Check in/Set up

9:00 am – 1:00 pm

- Park at the Eccles Center.
- Check in at the front desk located in the lobby of the Eccles Center.
- Unloading instructions and booth numbers will be given at time of check in.

Exhibit

1:30 pm – 3:00 pm

- During administrator registration.
- Snacks and beverages included.

JUNE 11TH

Exhibit

Morning

7:15 am – 8:00 am

- During breakfast.

Break

9:45 am – 10:25 am

- Time may vary slightly.
- Snacks and beverages included.

Break down

10:30 am – 2:00 pm

- Most of the vendors break down after the morning break. However, vendors are welcome to stay through lunch which is included.

ADDITIONAL INFORMATION

- Electricity or package delivery is available for an additional cost.
 - Email geri.mccauley@uassp.org for more information.
- Approximately 300 administrators will attend the conference.
 - The administrators meet in a separate area during the conference and only attend the exhibit at scheduled times.
 - Not all administrators will choose to attend.
- During the exhibition times, there will be members of the UASSP team to help promote vendor products and services.
- UASSP provides administrators a bingo card with each exhibitor's logo to encourage them to visit vendor booths.
 - An ink stamp will be provided for vendors to stamp the individual bingo cards.
- Prizes donated by vendors will be distributed at the end of the conference on Wednesday.
 - Please attach your business name and contact information to the prize.
 - Vendor donations can be given to a UASSP team member at check in **OR** you can have your own prize give away at your booth.
- Merchandising, games, and signage are welcome to promote your business as long as it fits in the allotted space.
- A spreadsheet with the attendee names and schools will be emailed the Friday before the conference.
 - No emails will be provided.
- Group hotel rates are available.
 - After registering, a confirmation email will be sent, and it will contain information for the hotels that are offering a group discount for our event.
 - Please allow 2-3 days for processing.
- Golfing with an administrator team is available and costs \$95.
 - Sign up with registration.
 - Four-man scramble.
 - Mountain Dell Golf Course.
 - Monday, June 10th @ 8:00 am (check in 7:00).