



## Vendor Exhibits

EXHIBITS ARE TWO HALF DAYS – TIMES ARE SUBJECT TO CHANGE

**COST: \$300**

**FREE WI-FI, 10X10 DRAPED BACKWALL SPACE, 6X6 DRAPED TABLE, TWO CHAIRS, AND NAME BADGES**

**ELECTRICITY AVAILABLE FOR AN ADDITIONAL CHARGE**

**BOOTH ASSIGNMENTS ARE GIVEN AT CHECK-IN**

### **MID-WINTER CONFERENCE**

***Dixie Convention Center***

***1835 S Convention Center Drive***

***St George, UT 84790***

***January 27<sup>th</sup> & 28<sup>th</sup>***

**FOR OTHER VENUE SERVICES, CONTACT: CHRISTINE JOAQUIN - CHRISTINEJ@DIXIECENTER.COM**

### **SUMMER CONFERENCE**

***Eccles center – located in Park City High School***

***1750 Kearns Boulevard***

***Park City, UT 84060***

***June 9<sup>th</sup>-11<sup>th</sup>***

**FOR OTHER VENUE SERVICES, CONTACT: BRET HUGHES – BHUGHES@PCSCHOOLS.US**

### **FIRST DAY**

#### **Check in/Set up**

- Anytime between 9:00 am and 1:00 pm
- Check in at the registration table for vendor packet and space assignment
  - Vendor packet contains booth assignment, agenda, stamps for stamp card, and name badges (attendee list will be emailed) – see below for more information

#### **Exhibit**

1:30 pm – 3:00 pm

- During administrator registration
- Snacks and beverages included

## SECOND DAY

### **Exhibit**

Morning

7:15 am – 8:00 am

- During breakfast
- Continental breakfast included

### **Morning Break**

9:45 am – 10:30 am

- Snacks and beverages included
- Exhibit ends after morning break

### **Exhibit Breakdown**

- 10:30 am – 12:00 pm

## ADDITIONAL INFO – PLEASE READ

- Merchandising, games, and signage are welcome to promote your business as long as it fits in your space and doesn't encroach on another vendor's space.
- A spreadsheet with **attendees' names and schools will be emailed the Friday before the vendor exhibit.**
  - **No emails are provided.**
- 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. **Plan for about 200**
- During the exhibition times, there will be members of the UASSP team to help promote vendor products and services.
- Refreshments and beverages for both vendors and administrators are set up in the vendor exhibit area.
- UASSP provides administrators a stamp 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 cards.
  - UASSP gives away prizes at the end of the conference for completed cards.
- Prizes donated by vendors who want UASSP to give to administrators will be distributed at the end of the conference.
  - **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.

**MORE INFORMATION AND THE LINK FOR OUR HOTEL GROUP RATE WILL BE EMAILED AS SOON AS IT IS AVAILABLE.**

## **WANT TO GOLF WITH ADMINISTRATORS?**

[Register](#) for winter golf – 4-man scramble

[Register](#) for summer golf – 4-man scramble

1. Register as a nonmember
2. For school and district use your company name
3. We will add you to a team of administrators