



## UASSP Mid-Winter Vendor Exhibition Information

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### Location

#### Dixie Convention Center

1835 S Convention Center Drive, St. George, UT

### Dates

Exhibition dates are posted on the [UASSP website](#)

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### ⚠ Important Venue Policy

- **No outside food or drinks** (including restaurant delivery or take-out)
  - **Small, commercially wrapped candy** is allowed for booth giveaways
  - Any other food handouts require:
    - **\$150 Vendor Food Permit**
    - **Venue authorization**
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### Exhibition Overview

Format: Two half-days (schedule may vary slightly)

Cost: \$500

Exhibition rooms: Ballrooms ABCD

Expected Attendance: 200

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### Booth Package Includes

- Free Wi-Fi
    - Optional private Wi-Fi available for purchase from DCC
  - Free electricity
  - 10' x 10' draped booth with backwall
  - 6' x 6' draped table
  - 2 chairs
  - Garbage can
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## Check-In & Booth Assignments

- **⚠️** Booth assignments provided at check-in
  - Check in at UASSP registration table inside the **north entrance**
  - Vendor packet includes:
    - Agenda
    - Name badges
    - Ink stamp and/or red marker for **Stamp Card Program – see below**
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## Parking & Load-In

- **Small loads:** Temporarily park at the **North Entrance** circle
  - **Large loads:** Use the **East Loading Dock**
  - **Parking:** General South, West or North parking lots
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## Exhibition Schedule – See [website](#) for dates

Day	Time	Event
Monday Day 1	9:30 AM – 1:00 PM	Check-In / Set Up
	1:30 PM – 3:00 PM	Vendor Exhibition (During Administrator Registration) Snacks & beverages provided
Tuesday Day 2	7:15 AM – 8:00 AM	Breakfast Exhibition Continental breakfast provided
	10:15 AM – 11:00 AM	Morning Break Exhibition (Start time is approximate) Snacks & beverages provided
	11:00 AM – 1:00 PM	Booth Breakdown (Please do not breakdown before or after scheduled time)

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## Additional Vendor Information

- **⚠️** A spreadsheet of attendees will be emailed the **Friday** before the event.
  - **Email addresses are not provided** due to UASSP policy – *currently under review*
- Administrators visit vendor area **⚠️ only during scheduled exhibit times**
- Booth displays, signage, games, and promotional items are welcome within your assigned space
- UASSP staff will help promote vendors during exhibition hours
- Vendors may leave and return during downtime

## Stamp Card Program

- Administrators receive a stamp card featuring each vendor logo to encourage booth visits
- Vendors mark administrators' cards after they visit booth
- Completed cards make administrators eligible for prize drawings

## Prize Donations (Optional)

- Vendors may **donate prizes** for UASSP giveaways
  - Attach your **business name and contact info** to donated prizes
  - Give donations to a **UASSP team member during check-in**
  - Vendors may also run their **own prize drawings** at their booth
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## Hotel Information

- For group hotel rates, email [geri.mccauley@uassp.org](mailto:geri.mccauley@uassp.org)
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## Optional Golf Event

**Green Spring Golf Course** 588 North Green Spring Drive, Washington, UT 84780

- 4-person scramble; register as **non-member** using your **company name for school**
- **Cost:** \$90
- Teams assigned unless you request your own group
- **Check-in:** 9:00 AM – 9:45 AM
- **Tee off:** 10:00 AM (dependent on frost conditions)
- Team assignments provided at check-in unless otherwise specified
- [Register](#)

## Optional Pickleball Event

Contact Geri McCauley at [geri.mccauley@uassp.org](mailto:geri.mccauley@uassp.org)

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## Contacts

**Registration & General Information:** Geri McCauley – [geri.mccauley@uassp.org](mailto:geri.mccauley@uassp.org)

**Shipping & Delivery:** Cindy Curtis – [cindyc@washco.utah.gov](mailto:cindyc@washco.utah.gov)