



UASSP Summer Vendor Exhibition Information

Location

Park City High School / Park City Eccles Center

1750 Kearns Blvd, Park City, UT

Dates

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

Exhibition Overview

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

Cost: \$300

Exhibition Area: ⚠️ **Park City High School Gymnasium**

Expected Attendance: 200

Booth Package Includes

- Free Wi-Fi
 - 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 ⚠️ **Park City Eccles Center**
 - Vendor packet includes:
 - Finalized agenda
 - Name badges
 - Ink stamp and/or red marker for **Stamp Card Program – see below**
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Parking & Load-In

- **Small & large loads:** Temporarily park at the ⚠️ **Park City Eccles Center** fire lane
 - **Parking:** Eccles Center or high school parking lots
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Exhibition Schedule – see [website](#) for dates

| Day | Time | Event |
|------------------|--------------------|--|
| Monday Day 1 | 10:00 AM – 1:00 PM | Check-In / Set Up ⚠️ Booths may not be ready before 10:00 AM |
| | 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 |
| | 9:30 AM – 10:15 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) |

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 **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**
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Optional Golf Event

Mountain Dell Golf Course Parley's Canyon, I-80, Exit #134, Salt Lake City, UT

- 4-person scramble; register as **non-member** using your **company name for school**
- **Cost:** \$95
- Teams assigned unless you request your own group
- **Check-in:** 7:00 AM – 7:45 AM
- **Tee off:** 8:00 AM
- Team assignments provided at check-in unless otherwise specified
- [Register](#)

Optional Pickleball Event

- Contact Geri McCauley at geri.mccauley@uassp.org
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Contacts

Registration & General Information: Geri McCauley – geri.mccauley@uassp.org

Shipping & Delivery: Bret Hughes – bhughes@pcschoools.us