

2017 SCAHPERD Advertising Package

BEST PRACTICES IN
HEALTH, DANCE, AND PHYSICAL EDUCATION

celebrating

1927 | 2017

90 YEARS

SCAHPERD

The 90th SCAHPERD Conference and Exposition
November 10-12, 2017
The Kingston Plantation
Embassy Suites' Resort
Myrtle Beach, SC

Exhibitor/Advertiser Registration form

Company Name: _____

Pages two and three must be sent with all orders. Write in the amount of each order in the appropriate right side column. Add the total and place in the sub-total line. *There is a 10% discount if three or more orders are made at the same time.* Please note that there are individual deadlines for advertising/exhibitor options. The **Advertiser/Exhibitor Registration Contract** must accompany this form with appropriate fees and signature.

- The **SCAHPERD Conference Program** will be provided to all attendees, approximately 600. The conference advertising material must be received by October 10, 2017.
- The **SCAHPERD Fall/Summer Newsletter with Pre-Conference Program Information** will be mailed to at least 3000 prospective attendees in August 2017. The Fall/Summer Newsletter advertising material must be received by July 1, 2017.
- **Sponsor an Awards Ceremony/General Session Table for \$100.00.** Sessions will have a 8 ½" X 11" display sign on your table and acknowledgement at the ceremony. You can select the information you want on the sign. Your company's name will be listed in the conference program and in the awards program. There is a limit of 25 tables for the ceremony.
- **Packet stuffer for \$100.** Have a flyer placed in each of the conference attendee's packet.(You must provide at least 600 flyers)
- The **SCAHPERD website and the SCAHPERD Facebook Page** have about 7,000 visitors per year. The majority of these visits are to the SCAHPERD Newsletter.
- Exhibit booth registration deadline is November 1, 2017 to receive the standard registration fee. A late fee of \$50.00 will be assessed for exhibit booth reserved after November 1, 2017.
- **EXHIBIT BOOTH BONUS...**Having an exhibit booth entitles the company at least one slot on the program in the demonstration area. Put the title of the program on the bottom line below. You will be contacted by email to provide a program abstract.
- **The SCAHPERD Conference App** for our attendees smartphones will include your logo, direct link to your website and your contact information for 2 months following the conference.

SCAHPERD Newsletter/Conference Program/Exhibit Booth/Packet Stuffer				
	Ad Size	Cost	Newsletter	Program
1/4 Page	4 ¼ X 3 ½	\$ 50.00		
1/2 Page	7 X 4 ½	75.00		
Full Page	7 ½ X 9 ¾	125.00		
½ Back inside Page	7 X 4 ¼	100.00		
Inside Front Cover	7 ½ X 9 ¾	200.00		
Inside Back Cover	7 ½ X 9 ¾	200.00		
1/4 page Ad for 2 Newsletters (March & August)	4 ¼ X 3 ½	100.00		
Get a free 1/4 page ad for a gift sponsorship to all attendees (600 gifts).		Sub-Total		
Conference Exhibit Booth (6' Deep X 10' Long)		375.00		
Double Exhibit Booth (6' Deep X 20' Long)		550.00		
Non-Profit Exhibit Booth (6' Deep X 10' Long)		125.00		
Conference <i>Packet-Stuffer</i> instructions above		100.00		
Awards Banquet Table Sponsor More Info on the next page		100.00		
Awards Banquet/General Session Sponsorship bronze/silver/gold \$500/\$1000/\$2000 More Info on the next page.		\$500/ \$1000/ \$2000		
		Sub-Total	Both Columns	
10% Discount for three or more orders made at the same time.			-10%	
Note: Add \$50.00 to Exhibit booth fee if reserved after November 1, 2017			Total	\$

*** Title of exhibit hall program being presented: (Friday afternoon/ Saturday)

2017 Conference Sponsorship Information

(Please circle your sponsorship of choice)

Awards Dinner Sponsors

- Table Sponsor \$100
Identification on the awards recipient table

General Session Sponsor \$250

Logo on the general session program
Verbal acknowledgement at the general session
¼ page ad in convention program
the awards dinner program
Verbal acknowledgement at the awards dinner

- Bronze Level Sponsor \$500
Logo on the awards dinner and general session program
Verbal acknowledgement at the awards dinner program
¼ page ad in convention program
- Silver Level Sponsor \$1000
Logo on the awards dinner and general session program
Verbal acknowledgement at the awards dinner program
½ page ad in convention program
Single exhibitor booth (including one program session if requested)
- Gold Level Sponsor \$2000
Logo on the awards dinner and general session program
Verbal acknowledgement at the awards dinner program
Full page ad in convention program
¼ page ad in 2 newsletters
Single exhibitor booth (including one or two program sessions if requested)

Other Options

- ¼ page ad in convention program booklet \$75
- ½ page ad in convention program booklet \$100
- Full page ad in convention program booklet \$150
- ¼ page ad in program booklet and ¼ page ad in 2 newsletters \$150
- Exhibitors booth (6 by 8) \$375
- Double exhibitors booth \$550
- Non-profit organization booth \$125
- Packet stuffer flyer \$100
- Free packet stuffer for gift sponsorship to all attendees (600)
Other customized options available upon request

Newsletter – Conference Program Information

Design will be e-mailed by _____ Email design to SCAHPERD@columbiasc.edu.

Please place *SCAHPERD Ad* in the subject line.

See Shipping Information on Page 5

Name of Firm: _____

Complete Address: _____

Telephone Numbers: Voice (____) _____ Fax (____) _____

Email Address: _____

Address: _____

Contact Person

Title

Name(s) of exhibit booth attendants.(for name tag purposes)

* _____ Electrical outlet needed. Exhibitor will need to supply their own extension cord. Extra fee may be charged by the Hotel for elaborate electrical use. (Exhibitors staying in the hotel have free access to the internet.

I have read and agree to abide by all regulations of this contract. This includes the **Regulations for Exhibit Space** if exhibiting at the conference.) I am this company's authorized person for signing this agreement.

Authorized Signature

Date

Title

Return both the Advertiser/Exhibitor Registration Form and Contract Pages

**SCAHPERD Contact Information for
Advertisement and Conference Exhibits**

Make checks payable to **SCAHPERD**
Mail checks and signed agreement to
SCAHPERD
1301 Columbia College Dr.,
Columbia, SC 29203

Email: SCAHPERD@columbiasc.edu
Website: www.SCAHPERD.org
Voice: 803-786-3384
Fax: 803-786-3386

Credit Cards Accepted: Visa Master Card American Express
(A \$5.00 Credit Card Fee will be applied)

Card Number: _____/_____/_____/_____ Expiration Date: _____/_____ CVV Code: _____
Authorized Signature: _____ Billing Zip Code: _____

Office Use Only

Date Received	Type of Advertisement	Type	Amount Received	Balance Due
	Booth Assigned			
	Packet-Stuffer-# of items			
	Publication Advertisement			
	Conference Program			

Exhibit Information

- Exhibit Booths are: 10' Wide and 6' Deep (no outside or back piping)
- Table Size: 8' X 2' X 29" High
- Rental Fees: \$375.00 before November 1, 2017. Add a \$50.00 late fee if mailed after November 1, 2017
Double booth space rental fee: \$550.00
- To hold reservation a \$100.00 deposit is due with this application (refundable until October 30, 2017)
- Exhibit balance is due by November 1, 2017 (non-refundable)
- Exhibits are to be manned during the exhibit hours unless presenting a session
- The exhibit area is in the main hallway to maximize exposure for exhibitors.
- *All exhibit materials must remain within the exhibit booth space.*
- Two chairs
- Please read below the entire **Regulations for Exhibit Space**

Set- Up and Dismantle Schedule

Friday, November 10, 2017: All Exhibits must be set-up by 12:00 Noon

Exhibits close 5:00 PM

Saturday, November 11, 2017: Exhibits open at 8 AM

Exhibits close 5:00 PM

Saturday, November 11, 2017: Exhibits must be removed by 6:00 PM

Security will be provided Friday night

Friday 5:00 PM until 7:00 AM

SCAHPERD and Embassy Suites conference staff will plan conference activities (registration and meeting room areas) to maximize the traffic flow through the exhibit area.

Shipping Information for Exhibitors

Please contact ***Convention Makers*** to handle your shipping needs.

Convention Makers

4501 Hwy 544,

Myrtle Beach, South Carolina 29588.

Phone: 843-650-6300 Fax: 843-650-6301

Website: http://www.conventionmakers.com/contact_us.htm

Regulations for Exhibit Space

Contract for Space- This application for space and formal notice of assignments by SCAHPERD and the full payment of rental charges constitute a contract for the right to use the space. In the event of fire, strikes, or other uncontrollable circumstances rendering the exhibit area unfit or unavailable for, or causing the exhibit to be canceled ten (10) days or more prior to the opening date of such contract, this contract will not be binding and payments on account of exhibit rental will be refunded. Conference booth will be assigned when full payment has been received.

Payments for Space – Applications must be accompanied by deposit check of \$100.00 per space made payable to SCAHPERD which will be credited as a payment when exhibit space has been assigned. The balance due will be billed at this time. Space not fully paid for by November 1, 2017 will forfeit the deposit. Cancellations must be made by October 30, 2017 to receive a full refund.

Use of Space – All companies making direct sales must comply with local licensing and tax regulations. All sales activities must be confined to the limits for the space. No exhibitor shall assign, sublet, or share the space allocated without the knowledge and consent of the management. No exhibitor is permitted to show goods other than those manufactured or dealt with by him in the regular course of business. Displays shall not be placed in such a manner as to block, shield, or interfere in any way with other exhibitors. All exhibit materials must remain within the boundaries of the exhibit booth.

Circulation and Solicitations – Distribution of circulars or promotional material may be made only within the space assigned to the exhibitor presenting such material.

Liability and Insurance – SCAHPERD or the auditorium management or any officer or staff member will not be responsible for the safety of property of the exhibitors from theft, damage by fire, accident, or other causes, but will use reasonable care to protect the exhibitors from such loss. Exhibitors wishing to insure their goods must do so at their own expense.

Fire Protection – Inflammable space decorations must be flame proofed. All hangings must clear the floor. Electrical wiring must conform with National Electrical Code Safety Rules. Exhibitors must comply with all city fire regulations.

Noise-Making Exhibits – Exhibits which include the operation of musical instruments, radios, public address systems, or any noise-making machines must be conducted or arranged so that the noise resulting from the demonstrations will not annoy or disturb adjacent exhibitors and their patrons or interfere with conference programs.

Motion Picture Projection – As agreed by the Associated Exhibitors of SCAHPERD, the showing of motion pictures or slides in the spaces must be limited in size so as not to disturb adjacent exhibitors.

Rules and Regulations – All exhibitors must abide by the rules and regulations established by the facility management, including agreements with official contractors and labor unions.

Electricity - Access to an electrical outlet will be provided if requested in advance. Exhibitor must bring their own extension cord unless requested by November 1, 2017. No fee will be charged for plugging in a laptop, however an extra fee maybe charged by the hotel for TV's, monitor's, and high audio visual displays.

THESE REGULATIONS become a part of the contract between the exhibitor and the *South Carolina Alliance for Health, Physical Education, Recreation and Dance*. They have been formulated for the best interest of the exhibitors. The management respectfully asks the full cooperation of the exhibitor in the observance.

Kingston Plantation and Resort Sleeping Room Reservation Information

Exhibitors please consider the Kingston Plantation and Resort for your sleeping room needs. There are many options at the Embassy Suites \$130 for Embassy Suites include breakfast/happy hour to various size villas

Kingston Plantation ♥ Myrtle Beach ♥ South Carolina

Reservation Number: (800) 876-0010 option 1 for Condos/Villas & option 2 for Embassy Suites

SCAHPERD Reservation Code: AHP

Conference Site Hotel Room Rates End October 16, 2017 (based on availability of the block)

The hotels will hold the SCAHPERD room group rate until **October 16, 2017**. After that date, the hotels will offer rooms at the rate advertised to the public on a first-come, first-served basis. You must mention location and the **SCAHPERD code: AHP** when making a reservation to receive the SCAHPERD group rate. Be sure to receive a confirmation number and have it with you at check-in. The Embassy Suites includes free admission to the Sport and Health Club with a heated pool and internet access throughout the facility. Those staying in the Embassy Suites Hotel will receive a full complimentary breakfast and the evening reception. These **benefits are not extended to those staying in the villas and South Hampton.**

Conference Reservation Information

**SCAHPERD Group Room Rates

Reservation Code - AHP

The Embassy Suites

Reservation Number: (800) 876-0010 option 1 for Condos/Villas & option 2 for Embassy Suites

Embassy Suites One Bedroom	\$130.00 plus tax**
One Bedroom Villa	\$101.00 plus tax**
Two Bedroom Villa	\$137.00 plus tax**
Three Bedroom Villa	\$158.00 plus tax**

The links are also at www.SCAHPERD.org *2017 Conference* site.

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