

# EXHIBITOR/VENDOR PACKET



GEORGIA ASSOCIATION FOR GIFTED CHILDREN  
ANNUAL CONVENTION REGISTRATION FORM

## Free Thinking

GEORGIA CENTER – ATHENS , GA ~ MARCH 13 - 14, 2017

The goal for the GAGC thirty-seventh annual convention is to provide a venue for gifted program educators to gather best practices to help contribute to positive innovation of schools during these rapidly changing times, not only for our most able learners but for all students.

The GAGC convention is the largest professional development opportunity for educators seeking information and resources to meet the needs and educational requirements of Georgia's gifted and talented youth. Stay ahead in today's competitive marketplace by providing services and resources to educational professionals and parents of the gifted!

### **Who Attends?**

Typically attracting over 500 participants, convention attendees are educational professionals, decision makers, and parents of gifted youth from across the state of Georgia. Participants look for exhibitors who represent a wide variety of products and services to support the educational needs of gifted children and enhance the life of educational professionals.

### **Why Exhibit?**

- Networking Opportunities
- Reach Potential Clients
- Best Opportunity in Georgia...the only trade show for parents and educators of gifted and talented students in the state
- Brand Awareness
- Generous Exhibit Hours

# TERMS AND CONDITIONS

## Fees and Policies

| Table Options                 | Before/On<br>February 15, 2017 | February 16–<br>March 8, 2017 |
|-------------------------------|--------------------------------|-------------------------------|
| 6' Vendor Table               | \$400                          | \$500                         |
| "Take One" Table (unattended) | \$200                          | \$250                         |

**Note:** Your company's space must be staffed at all times during the exhibit hours and is limited to two representatives per table.

## What do I get?

On site exhibit table(s) include:

- ❖ Skirted table
- ❖ Two chairs
- ❖ Your company listing in the Convention Program
- ❖ Refreshment Breaks (meals not included in exhibitor / vendor registration)

If you require electricity, you may order access to a power caddy for \$30.00 per day, payable to GAGC.

## Do I need to register for the convention?

If you do not plan to attend any of the convention sessions, meals, or events, you do not have to register for the convention. If you wish to participate in any of these events, you and your representatives must register separately at the convention rate.

You DO have to register your exhibit personnel on the Application & Contract for Exhibit Space form included in this packet. Breakout snacks are included. The official 2017 GAGC Convention Exhibitor/Vendor badge must be worn at all times during convention hours.

## Can I present at the convention?

Yes, if approved. GAGC strives to offer break-out sessions that provide the most current research and innovative strategies to assist gifted learners in reaching their full potential. The convention committee reserves the right to deny any proposals that do not align to its goals or topics related to the convention theme. To apply, complete the online *Call for Presenters* application. **Due to space constraints, exhibitor/vendor presentations are limited to two per company/organization.**

## Exhibitor Schedule

### Setup

Sunday, March 12.....3pm to 6pm

### Exhibit Hours

Monday, March 13.....7 am to 5pm

Tuesday, March 14.....7 am to 1pm

### Move-Out

Tuesday, March 14.....1pm to 3pm

## Exhibit Space Assignments

Exhibit space is limited and is assigned. Premium exhibit spaces will be assigned to convention sponsors. Receipt of the signed contract and full payment will guarantee space assignment. Confirmation of the reservation will be emailed to you.

GAGC reserves the right to determine if exhibits align with the professional character of the exhibition. Acknowledgement of the receipt of an application or payment does not constitute an acceptance of an application. In those instances when an exhibit space application is declined GAGC will refund the deposit in full.

## Are there opportunities to advertise?

A 2017 Convention Program is distributed to all registrants. The easy-to-use guide will include an alphabetical list of exhibitors including web sites. Listing in the program is guaranteed if GAGC receives a signed Exhibit Space contract and payment in full by **February 15, 2017**.

## Payment Policy

Full payment for exhibitor costs is required with the contract in order to secure your space. Checks and money orders must be drawn on an U.S. bank, in U.S. dollars, and be made payable to GAGC. In the event an exhibitor miscalculates the fees, GAGC reserves the right to invoice the exhibitor and cancel the space with no refund if the balance is not paid by **March 8, 2017**.

You may register online and pay via credit card at [www.gagc.org](http://www.gagc.org) **OR** complete an application and mail with payment as indicated on the application form.

## Cancellation Policy

All exhibit space cancellations must be submitted to the GAGC Convention Chair via email at [conventionchair@gagc.org](mailto:conventionchair@gagc.org) Cancellations received by GAGC on or before February 22, 2017, will be assessed a cancellation fee of 50% of the total exhibitor cost. No refunds will be given on cancellations received on or after February 22nd.

## **Important Deadlines**

### **February 15, 2017**

**Early payment deadline.** Increased rates apply on 2/16/2017.

### **February 22, 2017**

**Cancellation deadline** to receive **50% refund** of total exhibitor cost.

### **February 23, 2017**

**No refunds** will be issued for cancellations on or after this date.

### **March 8, 2017**

**Registration deadline** for exhibition space

## **Accommodations**

**Exhibitors and convention attendees will be offered special rates.**

**Host Hotel** for 2017 GAGC Convention:

The Georgia's Center

UGA Hotel and Conference Center

For special rate of \$99.00, please Use the Following Block Code: **87330**



The Georgia Association For Gifted Children  
An affiliate of the National Association For Gifted Children

**GAGC Annual Convention**

**March 13 - 14, 2017**

The Georgia Center's UGA Hotel and Conference Center, Athens, GA

**APPLICATION & CONTRACT FOR EXHIBITORS/VENDORS**

**Instructions:** Mail signed contract and payment to: GAGC, 1579F Monroe Drive, # 321, Atlanta, GA 30324.  
**You will receive contract confirmation via email.**

**Agreement**

By submitting this contract and payment, exhibitor/vendor agrees to abide by the applicable Terms and Conditions as stated in Exhibitor/Vendor packet.

**Name of Company** (list exactly as you wish it to appear in convention materials)

**Address**

**Tel** ( ) \_\_\_\_\_ **Fax** ( ) \_\_\_\_\_

**Name of Contact** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Description of Product/Service (limit 25 words)**

**Name(s) of Company Representative(s)**

**Exhibitor Options and Cost**

| Options          | Quantity | On or Before<br>2/15/2017 | On or After<br>2/16/2017        | SUBTOTAL |
|------------------|----------|---------------------------|---------------------------------|----------|
| 6' Vendor Table  |          | \$400                     | \$500                           |          |
| "Take One" Table |          | \$200                     | \$250                           |          |
|                  |          |                           | <b>Total<br/>Amount<br/>Due</b> |          |

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**For GAGC Use Only:**

**Date received:** \_\_\_\_\_ **Check #** \_\_\_\_\_