

2019

Exhibitor and Sponsor CONTRACT



THE 2019 ACTE REGION I CONFERENCE

High-quality
CTE Programming

April 24-26, 2019

Community College of Beaver County, PA*

* Located close to the Pittsburgh, PA Airport

https://www.acteonline.org/state_region/region-i/

2019 EXHIBIT TABLE CONTRACT

ACTE REGION I LEADERSHIP CONFERENCE

High Quality Programming

April 25, 2019 • Community College of Beaver County, PA

PART 1: EXHIBITOR CONTACT INFORMATION

(All Information Required)

NAME

COMPANY

ADDRESS

CITY

STATE

ZIP

PHONE

FAX

E-MAIL

WEBSITE

PART 2: TABLE SELECTION (72" X 30")

Choice of Exhibit Space

Tables: # _____ @ \$300/ea.

Lunch: # _____ @ \$20/ea.

Awards Ceremony: # _____ @ \$40/ea.

PART 3: PAYMENT OPTIONS

☐ CREDIT CARD

☐ Visa ☐ MasterCard ☐ Discover ☐ AMEX

CARD #

EXP. DATE

SECURITY CODE

ZIP CODE

NAME ON CARD

SIGNATURE

AMOUNT TO CHARGE: _____

☐ CHECK

(Copy of contract must accompany the check payment.

Copies of checks will NOT be accepted. Do NOT fax.)

Payable to ACTE (in U.S. dollars and withdrawn in a U.S. bank)

Remit to: P.O. Box 758621, Baltimore, MD 21275-8621

☐ PURCHASE ORDER Fax to 703-683-7424

(Copy of the PO must accompany the completed contract)

1. Your PO must have your organization's contact information and may include the company logo. Include complete bill-to and ship-to addresses, phone numbers and e-mails.

2. Include the PO number and PO date.

3. Include a complete product description with correct price.

PART 4: CONTRACT AGREEMENT

Exhibitor should complete, sign and forward contract to ACTE with a payment of \$300, plus meal fees (optional), for their table top display.

PAYMENT POLICY

Full payment must be received with this agreement. Any cancellation made after February 1, 2019 will be nonrefundable. Cancellations made prior to February 1, 2019 will be refunded, less a \$100 administrative fee.

EXHIBIT SET-UP AND TEAR-DOWN POLICY

Set-Up: Wednesday, April 24, 4:00-6:00 p.m. and Thursday, April 25, 7:30-10:00 a.m.

Tear Down: Friday, April 26, 11:00 a.m.-1:00 p.m.

- Table top display price \$300 each
- One vendor staff registration is included with each table
- Meals are not included. Additional fees for meals apply.
- A \$300 payment is due upon receipt of this application and agreement.

SIGN

DATE

Jon Quatman
ACTE Region I Vice President
1410 King Street, Alexandria, VA 22314
jdquatman@yahoo.com
www.acteonline.org

2019 SPONSOR AND PARTNER CONTRACT



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High Quality Programming

April 25, 2019 • Community College of Beaver County, PA

STEP 1: SPONSOR INFORMATION

CONTACT NAME

COMPANY

ADDRESS

CITY

STATE

ZIP

COUNTRY

PHONE

FAX

E-MAIL

STEP 2: SPONSORSHIP CHOICES

- | | |
|--|---------|
| <input type="checkbox"/> Opening Session Speaker Sponsor | \$2,000 |
| <input type="checkbox"/> Thursday Lunch Sponsor | \$2,500 |
| <input type="checkbox"/> Thursday Awards Sponsor | \$2,500 |
| <input type="checkbox"/> Friday Luncheon Sponsor | \$1,000 |
| <input type="checkbox"/> Tote Bag Sponsor | \$1,500 |
| <input type="checkbox"/> Award Plaque Sponsor | \$1,500 |
| <input type="checkbox"/> Closing Session Speaker Sponsor | \$2,500 |

Sponsorship Opportunities

Maximize your exposure and make sure your sales efforts add up by making ACTE sponsorship opportunities a part of your marketing equation. Companies who take advantage of ACTE's value-added marketing services have the most successful shows in the career and technical education market. A full range of sponsorship possibilities are available and are designed to suit every company's show budget.

All sponsorships receive recognition in the 2018 Region I Leadership Conference Program Guide, Recognition on the ACTE Region I webpage.

Sponsorships of \$1,500 or greater will receive one (1) table top exhibit space and time to speak before attendees (maximum of five minutes).

If you have any questions or have sponsorship ideas of your own, please contact:

Jon Quatman
ACTE Region I Vice President
1410 King Street Alexandria, VA 22314
jdquatman@yahoo.com
www.acteonline.org

STEP 3: PAYMENT OPTIONS

☐ CREDIT CARD

☐ Visa ☐ MasterCard ☐ Discover ☐ AMEX

CARD #

EXP. DATE

SECURITY CODE

ZIP CODE

NAME ON CARD

SIGNATURE

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