

# Missouri ACTE

## Summer Conference & Trade Show

(Missouri Association for Career and Technical Education)



Missouri ACTE 2019 Summer Conference

July 22-25, 2019; Springfield, MO

Exhibitor Information

## Exhibitor Information

July 22-25, 2019

Oasis Hotel and Convention Center

2546 N Glenstone Avenue ■ Springfield, Missouri

### Why You Should Exhibit

■ Where else can you show your products and services to over 1,200 career & technical educators in just two days...and all for about 22¢ per contact?

■ During these uncertain economic times, it is more vital than ever to keep you name, products, and services in front of your customers. The Missouri ACTE Conference and Trade Show provides you with an inexpensive, valuable, face-to-face opportunity to do just that!

■ Your exhibit will be visited by over 1,200 secondary and post-secondary administrators, teachers, counselors, state supervisors, government and military representatives, as well as numerous active leaders in career and technical education from across the state of Missouri.

# 2019 Missouri ACTE General Program

## Monday, July 22

9:30 am

### Missouri ACTE Board of Directors Meeting

Oasis Hotel & Convention Center – Sahara

1:00 pm – 6:00 pm

### Missouri ACTE Conference Registration

Oasis Hotel & Convention Center – Grand Ballroom

1:00 pm – 6:00 pm

### Missouri ACTE Exhibits Open

Oasis Hotel & Convention Center – Grand Ballroom

2:00 pm – 3:00 pm

### All Missouri ACTE Committee Meetings

Oasis Hotel & Convention Center - TBA

## Tuesday, July 23

7:00 am – 3:00 pm

### Exhibits Open

Oasis Hotel & Convention Center · Grand Ballroom

7:00 am – 3:00 pm

### Missouri ACTE Conference Registration

Oasis Hotel & Convention Center · Grand Ballroom

8:00 am – 9:30 am

### Opening General Session – Paradise Ballroom

Welcome; President-Elect Speeches

10:00-11:30 am

### Opening General Session – Paradise Ballroom

Welcome; President-Elect Speeches

11:30 am – 1:00 pm **LUNCH**

1:00 pm – 4:00 pm

### All Division Sessions

1:00 pm – 3 pm

### Missouri ACTE Board Training

Oasis Hotel & Convention Center - TBA

3:00 pm – 4 pm

### New Professionals Session

Oasis Hotel & Convention Center - TBA

4:30 pm – 6:00 pm

### Missouri ACTE Awards Reception

The Barley House at Moon Town Crossing

## Wednesday, July 24

8:00 am – 11:00 am

### Missouri ACTE Late Registration

Oasis Hotel & Convention Center · Glass Lobby

3:30 pm

### House of Delegates Meeting

Oasis Hotel & Convention Center – Fiji Ballroom

## Booth Info

With your Exhibit space rental of \$400, you will receive:

- One 8'x 10' draped booth
- Standard backdrop with divisional side rails
- One 6' table skirted and covered
- Two chairs and one wastebasket
- Publicity in the Conference Program
- Name tags

## Table Top Info

With your Table Top rental of \$175, you will receive:

- One 6' table
- Two chairs and one wastebasket
- Publicity in the Conference Program
- Name tags

## Exhibitor Info

### Sunday July 21, 2019

3:00 pm – 8:00 pm ... Vendor Set Up

### Monday July 22, 2019

8:00 am – 1:00 pm ... Vendor Set Up

1:00 pm – 6:00 pm ... Exhibit Hall Open

### Tuesday, July 23, 2019

8:00 am – 3:00 pm ... Exhibit Hall Open

3:00 pm – 5:00 pm ... Vendor Tear Down

Conference Registration will be held on Monday afternoon in conjunction with the opening of the Exhibit Hall at the Oasis Hotel & Convention Center. Registration and exhibits will continue on Tuesday. These times will give attendees an excellent opportunity to visit all the exhibitors and we feel you will be pleased with the format. The Opening General Session will also be held in the same facility as the exhibits.

## More Ways to Get Your Name Before Our Members

### Sponsorships

For the price of sponsoring our Opening General Session, your name/logo will be put on our large screens to be viewed by all those attending the July 23 ...

- Opening General Session
- MOACTE Awards Session
- Exhibit Hall

### Advertising in the Summer Program

You can put ... and keep ... your company name, logo, and supporting information before each attendee by advertising in the 2019 Summer Program.

You can choose a quarter, half, or full page ad. And, if you want, we'll even help you design it!

For information about sponsorships or advertising in the Missouri ACTE Summer Conference Program, email Karen Mason at [pkmmason@leru.net](mailto:pkmmason@leru.net) or [masonk@eastnewton.org](mailto:masonk@eastnewton.org) or call 417-472-7173. In order for your ad to be included in the 2019 Summer Program, we will need to hear from you by June 20, 2019. ***We look forward to seeing you at the 2019 Missouri ACTE Conference and Trade Show in Springfield!***

## Exhibitor Booth Reservation Form

### Contact Information

The correct wording of firm name for program listing is as follows: (Please type or print)

Name of Firm: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Missouri ACTE should address future correspondence regarding the exhibit to (if different then above):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Booth Selection Information

**Choice of Exhibit Location (See Exhibit Hall Layout for Booth number)**

1<sup>st</sup> Choice: Booth No. \_\_\_\_\_ 2<sup>nd</sup> Choice: Booth No. \_\_\_\_\_ 3<sup>rd</sup> Choice: Booth No. \_\_\_\_\_

Line of goods to be displayed: \_\_\_\_\_

Is there a competitive company you do not want to be next to?  Yes  No

If yes, who? \_\_\_\_\_

## Payment Information

Number of Booths Desired: \_\_\_\_\_ @ \$400.00 per booth = \$ \_\_\_\_\_

Number of Table Tops \_\_\_\_\_

Desired: \_\_\_\_\_ @ \$175.00 per table top = \$ \_\_\_\_\_

TOTAL = \$ \_\_\_\_\_

Check (Enclosed) - Make check payable to: Missouri ACTE and remit to 10349 Route CC Stella, MO 64867

Visa/Mastercard: # \_\_\_\_\_ Security Code \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

ACTE processes all of our credit card charges.

## Exhibitor Booth Reservation Form *(Continued)*

### Reservation Process

Exhibitors should fill out this Exhibit Booth Reservation Form and forward it to Missouri ACTE, along with the fee of \$400 for each 8' by 10' booth and/or \$175 for each 6' table top selected.

Make check payable to:

Missouri ACTE  
Karen Mason, Executive Director  
10349 Route CC  
Stella, Missouri 64867

**Or, fax Exhibit Booth Reservation Form, with credit card information, to: 417-472-7129.**

**Questions:** Call Karen Mason at 417-850-3566

**The Oasis Hotel & Convention Center will email exhibitors forms relating to signage, electrical, phone, freight and equipment needs. The Oasis Hotel & Convention Center will assist you with hotel reservations. Call 888-532-4338 or (417) 866-5253**

### Booth Personnel

Please print the names of the exhibitor personnel for name badges:

_____	_____
_____	_____

### Promotion

Yes, please contact me about sponsorship opportunities.

Yes, please contact me about advertising in the Summer Program.

Name: \_\_\_\_\_

Are you interested in presenting in an exhibitor workshop? Yes

### Door Prizes

If you have a door prize to donate, please check the appropriate box.

Yes, I will have door prizes at my booth.

**MISSOURI**  
**ACTE**  
& Technical Education  
Missouri Association for Career  
Karen Mason, President  
10349 Route CC  
Stella, MO 64867

**Exhibitor Information Enclosed**

**Missouri! ACTE 2019 Summer Conference**

**July 22-25, 2019 Springfield, MO**

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