

Kentucky Association of School Librarians

2018 Summer Refresher

Tuesday, July 17, 2018

CONTRACT FOR EXHIBIT SPACE

Please return entire contract. Confirmation will be mailed to you.

Date: _____

We wish to reserve and contract for the following exhibit space(s), enclosed is our payment for \$ _____. All applications for space must be accompanied by a payment for the full amount for the space(s) desired.

_____ Friend \$200
_____ Bronze \$400
_____ Silver \$600
_____ Gold \$800
_____ Platinum \$1000

Electricity needed _____

Wifi needed _____

PLEASE TYPE OR PRINT LEGIBLY - FOR EVENT USE

Firm Name: _____ Contact Name: _____

Representative(s) Name(s): _____

Address: _____
(Street) (city) (State) (Zip)

Telephone: (_____) _____ Fax: (_____) _____

Email: _____

Brief Description of Products or Services to be displayed: _____

Authorized By: _____

Make checks payable to:

Mail to:

KASL
Attn: Fred Tilsley
PO Box 331
Berea, KY 40403
ftilsley@windstream.net

Office use:

KASL Confirmation of Space(s) assigned _____ Date _____ by _____

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RULES AND REGULATIONS GOVERNING ALL EXHIBITS

Location of Exhibits:	Frederick Douglass High School, 2000 Winchester Rd. Lexington, KY 40509
Installation Hours:	Exhibits may be set-up starting 6:30 a.m. July 17, 2018.
Description of Exhibit:	1 table and 2 chairs are furnished with each space.
Arrangements for Special Equipment:	Please mark on the registration form if you need access to electricity and/or wifi.
Labor:	Skilled labor is not available for unpacking, installation, dismantling or packing of displays.
Shipments:	Advance shipment is not available.
Door Prizes:	A door prize would be greatly appreciated. Vendor door prizes may be presented by the vendor at our closing session if he/she so chooses.
Hours of Exhibition:	Exhibits may be open from 7:00 a.m. to 3:30 p.m. Tuesday, July 17. All items MUST be removed from the exhibit area the same day by 5:00 p.m.
Liability for Losses:	Kentucky Association of School Librarians will not be responsible for loss, which might ensue from any cause. The site will exert reasonable diligence and safeguards conforming to conference standards, but will not be responsible for damage, loss or theft. All points not covered by these rules are subject to the judgment of the KASL executive committee.
Logo/Business Card:	If sponsoring at the Silver, Gold or Platinum level, please email your logo/business card to felica.white@fayette.kyschools.us so your sponsorship can be publicized on Twitter, emails and the event page.
Cancellation:	No cancellations will be accepted after <i>April 1, 2018</i> .