



Vendor / Exhibitor Registration Form: NYSEC Annual
Conference
October 25 - 27, 2017:
**Developing the College / Career-Ready Citizen through
Language, Literacy, & the Arts**

Please Note our LOCATION: **Albany Marriott**
189 Wolf Rd
Albany, NY 12205
518.458.8444

**Vendor / Exhibitor Information (Company & Rep names highlighted
in Conference Program!!)**

Company: _____

Full Address:

Phone: _____ **Email:**

Rep Name(s):

Phone: _____ **Email:**

Specific Provisions:

- Set-up by 8am Thursday. You may set up Wednesday afternoon / evening.
- Show times: 8am - 6pm Thursday, and 8am - 1pm Friday.
- Exhibits must be dismantled Friday by 1pm.
- While exhibit area will be secure, exhibitors agree to assume responsibility for exhibit properties.
- No refunds will be given after space is assigned.
- Spaces are allotted in the order in which contracts are received.
- Forms & payment must be received by July 1, 2017 to be guaranteed inclusion in our Conference Program
- Any materials shipped to the Marriott must be delivered no earlier than 24 hours in advance, and labeled both with your company name as well as "NYSEC CONFERENCE."
- Wifi is available in all vendor / workshop areas

Conference Basics:

_____ First 6 foot skirted table, two chairs, power access, wifi connection. Includes one each of Thursday's lunch & Friday's hot breakfast buffet.
\$475

_____ Each additional table(s) with two chairs.
\$400

Total Amount for Table(s):

Add-Ons to Personalize Your Conference Experience and to Increase Time with Attendees:

Item	Price	# Requested	Total Cost	Workshop Info - check
Additional meal ticket(s) <ul style="list-style-type: none"> Thursday lunch - \$30 Friday (hot) breakfast - \$20 	\$30 \$20			
Vendor workshop - <i>The Gatsby</i> * <ul style="list-style-type: none"> 30 minutes workshop (100), or 60 minutes (175). Workshop advertised in our program. Limited availability. Please attach a workshop title, presenter name(s), and ~100 word description, or let Michelle know it's coming later. 	30 - \$100 60 - \$175			___ info included ___ info coming later
Table workshop - <i>The Mockingbird</i> * <ul style="list-style-type: none"> Mini-session held at vendor table(s), advertised in program. Please note day / time requested. Please attach a workshop title, presenter name(s), and ~100 word description, or let Michelle know it's coming later. 	\$25			___ info included ___ info coming later

* Contact Michelle for specifics, including the possibility of ordering refreshments / drink coupons to distribute. Vendor-led workshops will be featured in our Conference Program. Presenters and exhibitors will have a wifi connection.

Subtotal:

Looking for enhanced marketing opportunities? Check out these options!

Advertise** in our publications			
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<ul style="list-style-type: none"> • <i>The English Record</i> - 2 issues, full page • Conference Program Brochure, ½ page / full page (8.5x11) 	\$100 \$100/\$200		
<i>Centerpiece Table Tents***</i> <ul style="list-style-type: none"> • Send 25 tents to Michelle; limited to 1 vendor per meal. • Thursday Lunch and/or Friday Awards Luncheon. 	\$75 each meal		
<i>Conference Totes (we'll thank you in our program)</i> <ul style="list-style-type: none"> • Donate tote bags advertising your product(s) • Donate toward conference totes 	No fee 100 bags minimum		

**send jpg / docx file to nysecteachorg@gmail.com

*** contact Michelle for availability prior to mailing form and payment

Subtotal:

TOTAL AMOUNT DUE & INCLUDED: _____

We are also looking for full or partial sponsorship of various events, and have had much success with these sponsorships in the past.

Sponsorship Opportunities

- Wednesday Networking Session
- Thursday Breakfast
- Thursday Luncheon
- Thursday Cocktails & Conversations
- Friday Breakfast
- Friday Awards Luncheon
- Conference attendance for Pre-service Teachers

___ YES! Please contact me to discuss a sponsorship option!

Not able to be with us?

You can still get in on the action, and get your name to our membership! Simply choose appropriate options, or contact me with other ideas, complete and send the form, and you'll be present at our conference!

But Wait! There's more!! Check out these new, NO FEE OPTIONS enhance your presence:

___ YES! Please contact me to discuss being a part of NYSEC in one of these NO FEE ways!

- Nametag Lanyards - Limited Availability.
- Conference Tote items - pens, notepads, etc.
- Gifts for our presenters
- Special thank-you's for our Executive Board
- Donate a special basket for our Raffle

I AGREE TO ALL PROVISIONS IN THIS CONTRACT:

signature

Snail mail this form & payment to: michelle g. bulla
46 S. Highland Ave.
Nyack, NY 10960



Please contact michelle with questions and/or special requests at 845.323.1023 or via email at nysecteachorg@gmail.com