

# Exhibit at Nebraska's **foremost** event for literacy professionals

**Nebraska State Reading Association 37th Annual Conference**

**“Light the Torch for Literacy”**

Ramada Inn & Conference Center • Kearney, Nebraska • Feb 25–27, 2010

featuring

**exhibit,  
advertising,**

and

**sponsorship opportunities**



# Invitation to Exhibit

## Location

The Ramada Inn & Convention Center will house all exhibits, registration, and the professional meetings. The exhibits will all be located in the North Ballroom (Bamboo, Azalea, Dahlia, Camelia, and Ginger Rooms).

## Eligibility and Character of Exhibits

Exhibit space at the NSRA conference is available to exhibitors with products, services, or messages that are effective and useful in classroom teaching and education. Apparel, jewelry, tote bags, or any other products that specifically carry an educational logo are permitted. The Association reserves the right to determine the eligibility of any exhibit or parts of exhibits that do not reflect the character of the conference. This applies to displays, literature, advertising, novelties, conduct of persons, etc., for inclusion in the conference, either before or after the proper execution of the contract.

## Conduct of Business and Solicitation

All business activities including displays, signings, interviews, lectures, and distribution of materials by the exhibitor may only be conducted within the booth space assigned unless previous arrangements have been made with the Association. Standing in aisles or in front of other exhibitors' booths for promotional purposes is prohibited. Exhibitors or agents may not attach any item to any stationary wall, floor, window, columns, furniture, or ceiling with screws, nails, staples, tape, or other materials.

## Size and Cost of Space

Contracts are due on **January 1, 2010**, and must include payment of \$200 per 8 ft. table.

The exhibit fee includes the following:

- One complimentary exhibitor badge per booth with access to conference sessions (additional badges may be purchased for \$50 each)
- One lunch on Thursday and one lunch on Friday
- Detailed listing in the Convention Program with company mailing address, website address, 30-word product description, and inclusion in the Exhibitor Product Categories
- General perimeter 24-hour security

There will be a \$25 **cash rebate** per table if the exhibit is still on display at 4:30 PM on Friday.

## To Reserve Exhibit Space

Complete and mail the Exhibit Contract and the Exhibitor Program and Product Listing forms, both located in this folder. Please include a check for \$200 per 8 ft. table requested.

## Booth Assignments

Space will be assigned on a first-come, first-served basis. Please refer to the information on the Contract. The NSRA reserves the right to modify the floor plans to accommodate space sales or make changes as necessary to avoid conflicts. The Association may relocate any exhibit at any time with the understanding that if the exhibitor does not agree with such relocation to the extent that it cannot participate, their full payment for the exhibit space may be refunded.

# Schedule Highlights for Exhibitors

## Exhibit Hall Hours

Thursday, Feb. 25	9:00 a.m. – 5:30 p.m.
Friday, Feb. 26	8:00 a.m. – 5:00 p.m.
Saturday, Feb. 27 (optional)	8:00 a.m. – 11:30 a.m.

## Exhibitor Set-Up Hours

Wednesday, Feb 24	6:00 p.m. – 10:00 p.m.
Thursday, Feb 25	7:00 a.m. – 9:00 a.m.

\*Any space not claimed or occupied by 9:00 a.m. on Thursday, Feb 25, may be resold or reassigned by the Association, without obligation on the part of the Association to process any refund whatsoever.

## Exhibitor Move-Out Hours

Friday, Feb. 26	5:00 p.m. – 10 p.m.
Saturday, Feb. 27	11:30 a.m. – 3:00 p.m.

Exhibitors are responsible for making all arrangements with transportation companies for the prompt removal of all shipments.

# Program at a Glance

(Tentative)

	Morning	Afternoon	Evening
Wednesday Feb. 24			<b>Exhibitor Setup</b> Registration
Thursday Feb. 25	<b>Exhibitor Setup</b> Registration Workshops <b>Exhibit Opening</b>	Registration <b>Exhibits</b> Workshops <b>Welcome Reception</b>	Registration NSRA Board Meeting First General Session
Friday Feb. 26	Registration <b>Exhibits</b> Sessions	Registration <b>Exhibits</b> Sessions Author Luncheon	Social Hour Banquet
Saturday Feb. 27	Registration <b>Exhibits</b> Second General Session Sessions	Awards Luncheon	



## Staff Contacts

### **Exhibits Manager**

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### **Program Chair**

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### **Conference Chair**

Linda Placzek

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**Nebraska  
State Reading  
Association**

'Promoting Literacy Across Nebraska'