



## Exhibitor Application

**Saturday, October 21, 2017**

8:00 AM to 3:45 PM

Bishop McLaughlin High School

13651 Hays Road, Spring Hill, FL 34610

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

Contact Person: \_\_\_\_\_

Name of Person Attending the event: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

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

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

Description of business or services offered for use in the Conference Program (Must be no more than 300 words. The Coalition reserves the right to edit all descriptions as needed):

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Do you require electricity:      Yes             No

**Event Fees:**

For Profit Agency/Organization/Business Table (one 8' table included)

If paid by Friday, August 18<sup>th</sup>:            \$125+ 1 Door Prize

If paid by Friday, September 22<sup>nd</sup>:        \$225 + 1 Door Prize

If paid by Friday, October 6<sup>th</sup>:            \$325 + 1 Door Prize

Non-Profit Organization Table (1 Door Prize) (one 8' table included)



**Logistics and Requirements:**

Exhibitor applications, logo and payment (if required) are due by **Friday, September 8, 2017**. Please email your organization's logo **in vector format** to b.doucet@phelc.org for use in the Conference Program.

The Early Learning Coalition reserves the right to refuse admittance to any exhibitor whose product/work is deemed offensive or of questionable taste.

**Each exhibitor will be responsible for providing their own set up materials, chairs and extension cords if needed. The Coalition will provide one 8' table.**

Each exhibitor is responsible for his/her own display in the **8x8 space provided**, and must be set up **4pm to 6 PM Friday, October 20**. All exhibitors must be pre-registered, no exceptions.

**SET-UP:** Rules and set-up logistics will be sent with an exhibitor confirmation package approximately one week prior to the event.

**BREAK DOWN AND CLEAN UP:** Exhibitors are required to break down their booths AFTER the close of the event. Clean up of booths and surrounding areas is the responsibility of each exhibitor.

**GENERAL RELEASE: (Must sign and return with each application)**

I (print name), \_\_\_\_\_ agree to the rules stated in this agreement between myself and the EARLY LEARNING COALITION OF PASCO AND HERNANDO COUNTIES, INC. I also agree to indemnify, defend, and hold harmless the EARLY LEARNING COALITION, any and all sponsors/exhibitors, and all members or agents from all claims, injuries, damages, or actions caused or suffered by the exhibitor. I also agree to save and hold harmless the EARLY LEARNING COALITION OF PASCO AND HERNANDO COUNTIES, INC., any and all sponsors /exhibitors and any and all member or agents, for the damage of or loss of personal property and or effects of the sponsor /exhibitor that may have been stored, used or sold during the activity in which the sponsor /exhibitor was participating.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Make checks payable to:**

Early Learning Coalition of Pasco and Hernando Counties

**Mail application and check (if applicable) for event fees to:**

Early Learning Coalition of Pasco and Hernando Counties, Inc.  
Attention: Mark Cerasaro  
15506 County Line Road  
Spring Hill, FL 34610

**Email Questions to:**

Mark Cerasaro at: [m.cerasaro@phelc.org](mailto:m.cerasaro@phelc.org)

**Exhibitor Applications must be received no later than Friday, September 8th.**

*Selection of exhibitors is at the sole discretion of the Early Learning Coalition of Pasco and Hernando Counties, Inc. Confirmed exhibitors will be notified by email.*

