

Vermont Recreation & Parks Association

76th

Annual Conference

Exhibit Hall Information and Registration



Network • Learn • Empower

*We invite you to be an Exhibitor and/or Sponsor
at this year's conference*

Thursday & Friday
October 10 & 11, 2019
Lake Morey Resort
Fairlee, VT

**Early Bird
Discount Expires
May 31, 2019**



VERMONT
RECREATION & PARKS
ASSOCIATION

General Information

Conference Highlights

Tentative Schedule

Thursday, October 10

Educational Sessions
9:00am-12:00pm

Lunch & Keynote
12:00-1:45pm
(Meal ticket must be purchased)

Educational Sessions
2:00-4:30pm

Exhibit Hall Social
5:00-6:30pm
Exclusive Time

Dinner w/Attendees
6:30-7:30pm
(Dinner included in registration)

Social Time!
7:30-9:00pm

Fireworks
9:00pm

Friday, October 11

Full Breakfast Buffet
7:00-8:30am
(Breakfast included in registration)

Educational Sessions
8:30-11:00am

Exhibit Hall
11:00am-12:00pm
Exclusive Time

Awards Luncheon
12:00-1:30pm
(Meal ticket must be purchased)

Educational Sessions
1:45-2:55pm

Silent Auction Final Bidding
3:00-3:30pm

The Audience

- Municipal Recreation & Parks Directors and Supervisors
- Recreation & Parks Administrative Assistants, Program and Front Line Staff
- Commercial Directors & Managers
- Federal and State Recreation Lands Administrators and Staff
- Non-Profit Recreation Providers
- Recreation Trails Administrators and Staff
- Recreation & Parks Commissioners and Board Members
- Park Maintenance Personnel
- Recreation and Parks Advocates and Volunteers

EXHIBIT SPACE REGISTRATION

REGISTER ONLINE at www.vrpa.org. At the end of the registration process, you will have the option to pay with a credit card or print the invoice & pay with a check.

SAVE \$45!

Register before May 31, 2019

EXHIBIT SPACE FEES

\$395 for VRPA Commercial Members

\$585 for Non-Members (Commercial)

\$295 for Non-Profits (4' Table)

Your exhibitor registration fee includes:

- One 8-foot skirted table. (4-foot table for the non-profit rate).
- Up to 5 hours of quality time with conference attendees, including educational sessions.
- Dinner Thursday & breakfast Friday for one person.
- An electronic file of the conference attendees' contact info.
- Recognition in the Fall issue of the VRPA newsletter that goes to 400+ members and is posted on the VRPA website for 3 years.

EXCLUSIVE EXHIBIT HALL TIME

Thursday 5:00-6:30pm and Friday 11:00am-12:00pm are exclusive exhibit hall times. There are no other activities or sessions going on during these times. To get the full value, we suggest that you attend both days and plan to participate in the evening activities on Thursday.

EXHIBIT HALL SETUP

The Exhibit Hall will be in the Terrace Ballroom. You will be able to access it from the back of the building (lake side) on the lower level. Exhibits must be set up prior to 4:45pm on Thursday, and 10:45am on Friday. Electrical and internet access are available.

Booth Size- 10' wide X 4' deep space with an 8' Skirted Table

(The Non-Profit Registration Rate includes a 5' wide X 4' deep space with a 4' skirted table)

CONFERENCE BROCHURE

The Conference Brochure is distributed throughout New England. Choose a sponsorship and have your company logo seen by parks & recreation professionals throughout New England.

EXHIBIT HALL PRIZE DRAWINGS

Attendees are eligible to win prizes, awarded by VRPA, during the Exhibit Hall times. You can have your own drawings at your booth and we will work with you to distribute the prize at the exhibit hall times if you wish. We encourage you to have giveaways at your booth and to donate to the Silent Auction. Another great way to get your company's name before attendees.

SOCIAL TIME

On Thursday evening, drinks and snacks will be available in the Exhibit Hall. Dinner follows at 6:30pm and then a Social Time at 7:30pm with Exhibitors and Attendees. In the past we have had games, trivia and other fun activities that test your skills and knowledge. This unique opportunity makes this conference like no other. Where else do you have the opportunity to socialize and interact with your customers!

ADDITIONAL MEALS

Your exhibitor registration fee includes meals for one person for Thursday's dinner and Friday's breakfast. Tickets must be purchased separately for Thursday's Lunch & Friday's Awards Luncheon, if you plan to be there for these meals. Tickets for additional people to attend meals can be purchased when you register.

ACCOMMODATIONS

Make your room reservations directly with the Lake Morey Resort at 800-423-1211. The room rate is \$109 plus tax, for a single or double room. Mention the VRPA Conference to get this special rate; this rate is available until September 9, 2019. A \$50 deposit is required by the resort.

COMMERCIAL MEMBERSHIP

The non-member exhibit registration fee includes a one-year commercial VRPA membership good through May 1, 2020.

What past exhibitors had to say:

"The Vermont Recreation Conference exceeded our expectations. Our company was so well received and we got so much foot traffic that we are gearing up for lots of new potential business in Vermont. Well worth the trip for us!"

"This annual conference provides excellent opportunities to network with Vermont's Parks and Recreation professionals."

Sponsorship Opportunities

Sponsorship is the best way to stand out from the crowd! Maximize your return on investment and visibility, get ahead of your competitors, build brand awareness. Show your support and promote your business before and during the conference.

Check out these great sponsorship opportunities!

Register for a sponsorship before May 31, 2019 to be included in the Conference Brochure.

KEYNOTE: \$2500

Benefits: Full page ad in conference brochure, company logo on the sponsor poster and in the brochure next to the keynote information, a sponsor poster with your company name and logo displayed during the Keynote, and recognition of sponsorship throughout the conference. Free exhibitor space. (One available)

THURSDAY DINNER: \$500

Benefits: Company logo on the sponsor poster and in the brochure next to the dinner information, a poster with your company name and logo displayed during the dinner, and recognition of sponsorship throughout the conference. (Two available)

FRIDAY AWARDS LUNCHEON: \$500

Benefits: Company logo on the sponsor poster and in the brochure next to the Awards Luncheon information, a sponsor poster with your company name and logo displayed during the luncheon, and recognition of sponsorship throughout the conference. (Two available)

ROOM SPONSOR: \$300

Benefits: Company logo on the sponsor poster and in the brochure, a sponsor poster with your company name and logo displayed in one of the session rooms during the conference, and recognition of sponsorship throughout the conference. (Five available)

CONFERENCE GIFT: \$2000

Benefits: Company logo imprinted on 200 conference gifts. Free exhibitor space and meals for one, company logo on the sponsor poster and in the brochure, and recognition of sponsorship throughout the conference. (One available)

THURSDAY LUNCH: \$400

Benefits: Company logo on the sponsor poster and in the brochure next to the lunch information, a poster with your company name and logo displayed during the lunch, and recognition of sponsorship throughout the conference. (Two available)

FRIDAY BREAKFAST: \$400

Benefits: Company logo on the sponsor poster and in the brochure next to the breakfast information, a poster with your company name and logo displayed during the breakfast, and recognition of sponsorship throughout the conference. (Two available)

Exhibit Hall Policies & Procedures

RESTRICTIONS

VRPA reserves the right to restrict exhibits due to excessive noise, method of operation, hazardous displays, or for any other reason deemed necessary by VRPA.

AGREEMENT FOR SPACE

A completed registration and full payment constitutes a completed agreement for the right to use the space. In the event of fire, strike, or other circumstances beyond the control of VRPA, the agreement shall not be binding at any time prior to or during the conference.

LIABILITY

The Vermont Recreation and Parks Association and the conference committee are not responsible for any injury, loss or damage that may occur to the exhibitor, nor to the exhibitor's employees or property from any cause whatsoever, prior, during or subsequent to the period of the conference. The exhibitor expressly releases VRPA, its officers, and the conference committee from any and all claims for such loss, damage, or injury. To prevent loss, small or portable articles of value should be properly secured or removed after exhibit hours and placed in safekeeping.

USE OF SPACE

All demonstrations must be confined to the limits of the exhibit space. No exhibitors shall assign, sublet, or share the whole or any part of the space allotted without the knowledge and consent of VRPA. Aisles must be clear. Advertising material of any description may be distributed only within the space assigned to the exhibitor presenting such material.

CANCELLATIONS

Cancellations of an exhibit space must be received in writing thirty (30) days prior to the first day of the conference. Written notification must be sent directly to the VRPA office at 721 Main Street, Colchester, VT, 05446 or emailed to info@vrpa.org. An administration fee of \$50 will be deducted from all refunds. No refunds will be given for cancellations within thirty days prior to the first day of the conference.

Frequently Asked Questions

What's special about Thursday Evening?

The Exhibit Hall, Dinner and the Social Time offer great opportunities to informally interact with potential buyers, while having fun! Make connections on a personal level.

What is Exclusive Exhibit Hall Time?

Conference attendees and buyers don't have to choose between attending a session or visiting your booth. Nothing else is offered at this time!

What is the Value?

Interact with 100+ parks and recreation professionals, volunteers and financial decision-makers from throughout Vermont and New England who work at the local, state, and federal levels.

How can I Save Money?

Get \$45 off the Exhibit Hall Registration Fee by registering before May 31, 2019!

Don't delay! Register today!



SAVE \$45 WHEN YOU REGISTER BY May 31, 2019!



Registration Information



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REGISTER ONLINE at www.vrpa.org

EXHIBITOR SPACE FEES:

\$395 for VRPA Commercial Members
\$585 for Non-Members (Commercial)
\$295 for Non-Profits (4" Table)

SPONSORSHIP OPPORTUNITIES:

(additional opportunity to support conference)

Keynote	\$2,500 (includes exhibit space)
Conference Gift	\$2,000 (includes exhibit space)
Awards Luncheon	\$500 (2 available)
Thursday's Dinner	\$500 (2 available)
Thursday's Lunch	\$400 (2 available)
Friday Breakfast	\$400 (2 available)
Room Sponsor	\$300 (5 available)

ADDITIONAL MEAL PRICES:

Thursday Lunch	\$25pp
Thursday Dinner	\$25pp
Friday Breakfast	\$25pp
Friday Lunch	\$25pp

NOTE:

- Thursday's Dinner & Friday's Breakfast are included in your Exhibitor Registration.
- Please purchase tickets if you plan to attend lunch on Thursday or Friday.
- If you have more than one person attending, meal tickets can be purchased at registration or on site during the conference.

ONLINE REGISTRATION TIPS:

- 1.) Go to www.vrpa.org, click on the Exhibit Hall Registration link under "Upcoming Events" on the homepage.
- 2.) Scroll down the page and click the "Register" button.
- 3.) Enter your email, click Next.
- 4.) Choose your registration type, click Next.
- 5.) Complete all required fields marked with an asterisk (*). Choose to become a conference sponsor, order extra meal tickets or renew your VRPA membership (current memberships expire on May 1, 2019).
- 6.) Meal Tickets - Your Exhibit Registration includes Thursday Dinner and Friday Breakfast for 1 person. You can purchase tickets for Thursday and Friday lunch for yourself or any meals for additional people in your group if needed.
- 7.) You must accept the Liability Release before you can complete your registration.
- 8.) At the end of the registration process, you will have the option to pay with a credit card or print off an invoice and mail in a check. You will receive an email confirmation of your registration.
- 9.) If you have any questions or registration problems, contact Betsy at the VRPA office at 802-878-2077 or info@vrpa.org

