

Sponsor and Exhibitor Information Packet
47th GACIS Fall Conference
September 27 & 28, 2018
Classic Center
Athens, GA

JOIN US FOR THE GACIS 2018 FALL CONFERENCE!

You're Invited to attend The Georgia Association of Curriculum and Instructional Supervisors (GACIS) Annual Fall Conference at the Classic Center in Athens, GA to connect with education decision makers. Conference attendees are *experienced school and system leaders who select, recommend, and approve purchases for every aspect of the instructional program.* In the two days, you have an opportunity to reach 800 or more leaders from across Georgia. In 2017, 163 of the 180 school districts; 9 of the 16 RESAs; the State Schools; DJJ; State Charter Commission Schools, higher education, and private schools had one or more instructional leaders attend the conference. These decision makers have a variety of titles —*Superintendent; Assistant/Associate Superintendent; Executive Directors/Supervisors of Curriculum, Assessment, Academic Achievement, State/Federal Programs; Principal/Assistant Principals; Academic Coaches; Lead Teachers; and more.* **GACIS members/conference attendees are looking for new and innovative instructional materials, technology-based materials, textbooks, assessment tools, hardware, learning systems, and professional development resources to support teaching and learning, student health, wellness and safety.**

GACIS members value our corporate sponsors, partners, and exhibitors and this opportunity for face-to-face discussions about products and services.

Exhibit Hall Hours

Wednesday, September 26	Set-up exhibit	3:00 p.m.– 6:00 p.m.
Thursday, September 27		7:00 a.m.—4:30 p.m.
Friday, September 28		7:00 a.m.----Noon

All refreshment breaks and the continental breakfast are in the EXPO area. Exhibits are near general and breakout sessions. *The number of exhibits is limited to provide opportunities for networking in a relaxed atmosphere.*

Exhibit space is extremely limited and goes very quickly.
Reserve your space today!
All space will be sold on a first-come basis.

Sponsors & Benefits

GACIS Fall Conference September 27 & 28, 2018

Diamond- \$4,500

- ✓ Company representative makes brief **remarks** during a **General Session**
- ✓ Description of product(s) and/or service(s) listed in Program
- ✓ **Acknowledgment** in **several locations** in GACIS Fall Conference Program
- ✓ **Company's name and logo prominently displayed** during the conference
- ✓ **Two Complimentary** exhibit spaces in **key location**
- ✓ Company and **All representatives** recognized during opening session
- ✓ Company recognized during a General Session and throughout the conference
- ✓ **Additional** company **representative(s)** attend at no cost
- ✓ **Special recognition** of company and level of sponsorship in **Exhibit area**
- ✓ Company featured on **GACIS Website multiple times** throughout the year
- ✓ Company listed as a **sponsor and level of sponsorship on GACIS Website**
- ✓ Complimentary corporate membership in GACIS

Gold- \$3,500

- ✓ Acknowledgment in the GACIS Fall Conference Program
- ✓ Description of product(s) and/or service(s) listed in Program.
- ✓ **Company's name and logo prominently displayed** during the conference
- ✓ **One Complimentary** exhibit space in **key location**
- ✓ Company and **three representatives** recognized during opening session
- ✓ Company recognized during a General Session and throughout the conference
- ✓ One **additional** company **representative** at no added cost
- ✓ **Special recognition** of company and level of sponsorship in **Exhibit area**
- ✓ Company featured on **GACIS Website at least twice** during the year.
- ✓ Company listed as a **sponsor and level of sponsorship on GACIS Website**
- ✓ Complimentary corporate membership in GACIS

Silver- \$2,000

- ✓ Acknowledgment in the GACIS Fall Conference Program
- ✓ Description of product(s) and/or service(s) listed in Program.
- ✓ **Company's name and logo prominently displayed** during the conference
- ✓ Exhibit space assignment in **key location** (*exhibit space not included*)
- ✓ Company and **two representatives** recognized during opening session
- ✓ Company recognized during a General Session and throughout the conference
- ✓ **Special recognition** of company and level of sponsorship in **Exhibit area**
- ✓ Company featured on GACIS Website **at least once** during the year.
- ✓ Company listed as a **sponsor and level of sponsorship on GACIS Website**
- ✓ Complimentary corporate membership in GACIS

Exhibitor Information and How to Register

- **Register Online**

Please carefully read this information. (You will be asked to verify reading the information.)

Payment may be submitted either online or by mail by August 10th. (If your registration is not accepted, you will receive a full refund of your payment.)

Booth Space will be assigned after receiving FULL payment.

It is the sponsor's and/or exhibitor's responsibility to provide all information by August 10th.

Dates/Location

September 27 & 28, 2018 at the Classic Center 300 N Thomas Street, Athens, GA 30601

Exhibit Space

Sponsor's premium booths are located in highly visible and high traffic areas.

Most booths are 8' table tops to maximize space. Some booths may be larger.

- Booth package includes: 1- 8’draped table, 2-chairs, 1- waste basket.
- Electricity is provided at an additional charge through the Classic Center.
- Wireless Internet is complimentary.
- Signage
- 2 Company Representatives per booth
- Maximum of 3 booths per company
- All breaks, breakfast and lunch for registered representatives
- Badges and ribbons
- Sponsors receiving priority assignments and other benefits.

- *Exhibit Hall Hours*

Wednesday, September 26 **Set-up exhibit** 3:00 – 6:00 p.m.

Thursday, September 27 7:00 a.m.—4:30 p.m.

Friday, September 28 7:00 a.m.---Noon

Cost of Exhibiting

Exhibit Space--\$600. Note: Conference Sponsors have **Key** locations

- To order electricity and other special services, contact the Classic Center
- [Link to Classic Center for additional services](#)
- Additional Company Representative above the 2 included in package-- \$125 each

Registration Deadline: August 10, 2018

While every effort will be made to include all sponsors and exhibitors in the program, information received after August 10th may not be included due to printing deadlines.

Exhibit Spaces are limited!
Register early to attend this outstanding Conference.

Exhibitor Information

GACIS Fall Conference September 27 & 28, 2018

MANAGEMENT: Management as used herein shall mean the Georgia Association of Curriculum and Instructional Supervisors (GACIS) Executive Director and Executive Committee; the Exhibit Coordinators are employees or designees of GACIS. In the execution and interpretation of the following procedures, the decision of the GACIS Executive Director is final.

ELIGIBLE EXHIBITS: Management reserves the right to determine the eligibility of any company or product for inclusion in the conference and reserves the right to reject or prohibit any exhibit in whole or in part, or an exhibitor, or his/her representatives, with or without giving cause. No animals will be allowed in the exhibit area without prior approval.

SET UP and REMOVAL: Exhibits may be set up from 3:00 p.m.-6:00 p.m. on Wednesday, September 26, 2018. Exhibit removal may begin after 11:00 a.m. on Friday, September 28, 2018.

Cancellations must be made in writing to Pat Myers pmyers@gael.org on or before **August 10th**.

Refunds after August 10th will be made *only if* the booth can be resold. Failure to occupy booth space does not release the exhibitor from the obligation to pay for the full cost of the rental

AISLE SPACE: All aisle space must remain open and unobstructed. Please remember aisle space is for movement of the attendees and is not a part of the booth. If your products/displays cannot be shown within the booth space, you may purchase additional space.

NON LIABILITY: The exhibitor agrees to make no claim for any reason whatsoever against the Georgia Association of Curriculum and Instructional Supervisors, the conference facility, and other contractors for loss, theft, damage, or destruction of goods; nor for any injury to him/herself or employees; nor for any damage of any nature or character, including any damage to his/her business by reason of failure to provide space for the exhibit, or the removal of the exhibit; nor for failure to hold the conference as scheduled; nor for any action of any nature of the Georgia Association of Curriculum and Instructional Supervisors or its members, officers, committees, agents or employees.

DAMAGE LIABILITY: Exhibitors are liable for any damage caused to the building floor, walls, columns, or to standard booth equipment or other decorator property.

RELOCATION OF EXHIBITS: If deemed advisable and in the best interest of the conference attendees, Management reserves the right to alter locations of exhibits as shown on the official floorplan.

FIRE, SAFETY AND HEALTH: The exhibitor agrees to accept full responsibility for compliance with local, city, and state Fire, Safety and Health Ordinances regarding the installation and operation of equipment. All exhibit materials and equipment must be reasonably located within the booth and protected by safety guards and devices when necessary to prevent accidents and injuries.

EXHIBIT LOCATION: Final decisions about booth location/assignments will be made by GACIS staff and may be subject to change. The exhibit booth(s) must be staffed throughout the conference. An exhibitor shall not assign, sublet, or share the space assigned without the knowledge and consent of the GACIS Executive Director or designee.

REQUEST FOR NAMES OF CONVENTION REGISTRANTS: GACIS is a non-profit association of individual members. In accordance with our bylaws, GACIS does not release attendees' email addresses. A complete list of attendees including school district and address is provided.

CANCELLATION OF Conference: Should the conference be cancelled or postponed this contract will not be binding and exhibitors will receive refunds.

INTERPRETATION AND AMENDMENT: Management has full power to interpret or amend these procedures if deemed necessary. GACIS will make every effort to assist sponsors/exhibitors to make this a successful profitable show and will collaboratively work with the exhibitors toward that end.

PAYMENT SCHEDULE:

A. In consideration for the right to exhibit and or sponsor during the GACIS Fall Conference and to be acknowledged as a sponsor and/or exhibitor, the exhibitor and/or sponsor agrees to [make payment in full to GACIS on or before August 10, 2018.](#)

B. The payments described in this schedule shall constitute payment by sponsor and/or exhibitor solely for sponsors' and or exhibitors' participation in the Conference and to be acknowledged as a sponsor and/or exhibitor at the Conference. Such contributions shall in no manner be considered compensation or reimbursement for services rendered, activities undertaken by GACIS on behalf of sponsor and/or exhibitor, income from a partnership or joint venture, or endorsement.

C. Exhibitor space is awarded on a first come, first PAID basis with [special consideration and assignment given to sponsors.](#) Specific booth assignments will be made after August 10, 2018. For questions concerning exhibiting contact Melanie Baer mbaer@uga.edu or Beth Massey bmassey@uga.edu or call 705-542-4556.

It is the sponsor's and/or exhibitor's responsibility to provide all information by the designated time.

For questions about [registering online, payment, or cancellation](#) contact **Pat Myers**
pmyers@gael.org or by phone at 706-250-4806.

For questions about being a [sponsors or benefits](#) contact **Deborah White**
dwhite@gael.org or 706-250-4804

For questions about [booth assignments and layouts](#), contact **Melanie Baer** mbaer@uga.edu or **706-542-4556** or **Beth Massey** bmassey@uga.edu **706-542-8799**