



2017 SCASRO/D.A.R.E. SC Annual Training Conference Vendor Agreement

Vendors should read, fill out and sign this two page contract and forward it along with the vendor fee to the
SCASRO/ D.A.R.E. Conference
P.O. Box 290969 Columbia, South Carolina 29229
Tax ID # 36-4671591

Company Name _____

Company Address _____

City _____ State _____ Zip Code _____

Phone Number _____

Contact Person (s) Attending _____

Email Address _____

Company Website _____

Product/ Service _____

Terms and Conditions

Vendor Booth Rental Fee: \$200.00 per booth (this fee does not include lodging)

Display dates and times will be as follows

Sunday- June 10, 2018- Set up by 2:00 PM Display time until 5:30 PM

Monday- June 11, 2018- Start at 7:30 AM until 5:00 PM

Tuesday- June 12, 2018- Start at 7:30 AM until 5:00 PM

Wednesday- June 13, 2018 - Start at 7:30 AM until 5:00 PM

Thursday- June 14, 2018- Start at 7:30 AM Break Down 4:00 PM

Should you choose a per day Booth Rental the fee will be \$75.00 per day.

Terms and Conditions (continued)

Vendor rental fee includes:

- 1-The exhibit period including setup and dismantle days.
- 2-General Cleaning
- 3-Existing Lighting
- 4-Table and Two Chairs.
- 5- One year link on SCASRO's and D.A.R.E. SC website to allow vendors the opportunity to advertise their companies through this site. (Material displayed must be approved by each association's Webmaster.)

Vendor rental fee does not include:

- 1- Drayage, skirting, pipe & drape, placement or storage of display related equipment.
- 2- Decoration of any type.
- 3- Labor (i.e., carpenters, electricians, drapery men, guard service, etc.)
- 4- Special lighting or electrical power (anything beyond the above stated condition.)
- 5- Wifi

No Security will be furnished for unattended booths. Vendors should take precautions to secure their booths and displays accordingly.

Housekeeping:

1. Please be sure your booth is staffed during display times. Lunch and breaks are "on your own."
2. Vendors are welcome to attend, if they choose, the President's Reception on Monday, June 27th and the Awards Banquet Thursday, June 30th .Dress attire for the banquet is semi-formal.
3. Vendors are asked to provide one gift to be used as a door prize during the week. This item should be given to the conference committee contact person upon the vendor's arrival.
4. Please contact hotel if you are in need of electricity access. (Vendor responsible for any fees associated with access)

Deadlines:

Vendor Booth Rental Fee Is \$200.00

After May 27, 2018 Booth Rental Registration Fee Is \$225.00

Note: Spaces are limited. Please forward your completed registration form and fee as soon as possible.

If lodging is needed you may use the link from our website to make reservations or contact the hotel directly and mention the conference.

Checks for vendor registration should be made payable to:

SCASRO/DARESC Conference

Send all correspondence to:

SCASRO,

P.O. Box 290969

Columbia, South Carolina 29229

Tax ID # 36-4671591

By signing and submitting this contract, you are stating that you have read and do agree to the listed terms and conditions. Furthermore, you understand that the South Carolina Association of School Resource Officers and the D.A.R.E. Officers Association of South Carolina is not responsible for anything lost or stolen, and you understand that no security will be provided if you decide to leave your booth and merchandise out over night or during non scheduled times_____

Signature

Date