

Sailing Along



with School Nutrition

SNA-WI 2019 Annual Conference

June 23-25, 2019

KI Convention Center, Green Bay, WI

NEW THIS YEAR:

Industry Show on Monday, June 24



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Feeding Bodies. Fueling Minds.™

Mail in registration form or register online at www.sna-wi.org

SHOW LOCATION

The Industry Show will be held at the KI Convention Center in Green Bay. It is held in conjunction with the SNA-WI Annual State Conference scheduled for June 23-25, 2019.

HOTEL INFORMATION

Lodging Information

A block of rooms has been reserved at the Hyatt on Main at a special group rate of \$129. To guarantee this rate, Reservations must be made by May 31, 2019. To make reservations, call the Hyatt on Main at 888-421-1442 or 920-432-1234 and request the School Nutrition Assn of WI.

Directions/Address

KI Convention Center and Hyatt on Main

333 Main Street, Green Bay, WI 54301

For directions and a map to the hotel, please visit:

<http://www.kiconventioncenter.org/explore-green-bay/maps-and-directions/>

SPONSORSHIP OPPORTUNITIES

Platinum Sponsorship (\$2,500)

Two Opportunities Available

Platinum sponsors will be recognized as such on the event app and will have the opportunity to introduce Annual Conference Keynote presenters.

Gold Sponsorship (\$1,500)

Four Opportunities Available

Gold sponsors will be recognized as such on the event app and will have their logo included on the print schedule provided to all attendees.

Silver Sponsorship (\$750)

Unlimited Opportunities Available

Silver sponsors will be recognized as such on the event app and will have their sponsorship recognized within the sponsored decor.

Bronze Sponsorship (\$500)

Unlimited Opportunities Available

Bronze sponsors will be recognized as such on the event app and will have their sponsorship recognized.

BOOTH ASSIGNMENTS

Booth assignments are made based on SNA-WI's established procedure, and locations are subject to change at any time. SNA-WI makes all final decisions on booth locations and cannot guarantee placement without payment in full.

ATTENDEE BAG DONATION

Are you interested in donating packaged samples for our attendee tote bags? If so, items must be individually packaged, non-perishable, and must be items that can be conveniently included in our attendee bags. We anticipate needing enough samples for 350 potential attendees. All samples must be confirmed by May 31, 2019 to the SNA-WI office and shipped to the KI Convention Center by no later than Saturday, June 22.

SET-UP AND SHOW DATES & HOURS

Sunday, June 23

3:00 pm – 5:00 pm Move In / Set Up

Monday, June 24

7:00 am – 9:30 am Move In / Set Up

Note: Break before attendees enter show floor.

9:45 am - 10:15 am Products on Parade

1:30 pm - 4:30 pm Industry Show

4:30 pm - 6:00 pm Tear Down / Move Out

6:00 pm - 9:00 pm Vendor Party and Final Prize Drawings On-Stage

EXHIBIT PACKAGE

All standard & corner 8' x 10' booths include: 8' Back Drape and 3' Side Drape, (1) 8' Skirted Table, (1) 8' Plain Table and (1) 7" x 44" Identification Sign.

IMPORTANT DEADLINES

Thursday, May 31, 2019

- Guest room reservation deadline.
- Registration deadline. Additional fees apply following this date - \$150 late fee per registration. Table assignments will also be delayed for registration received after this date.

Thursday, June 14, 2019

- Identification sign name(s) confirmed
- Booth representative badge name(s)

SNA-WI POLICY

No one under the age of 16 will be allowed in the Industry Show during show hours. Those underage may assist in set-up and tear-down, but must remain outside the Industry Show.

It is understood that every attempt will be made to place exhibitors in their preferred choice of locations. We understand the information in the exhibit info packet is part of the contract. The exhibit booth fee will be refunded less \$100 for written cancellations prior to May 31, 2019. Cancellations after May 31, 2019 are responsible for 100% of the booth fee.



School Nutrition Association of Wisconsin Annual State Conference & Industry Show

June 23-25, 2019 - KI Convention Center, Green Bay, WI

Registration deadline: May 31, 2019 - Late fee applies following this date

	GOLD	SILVER	REGULAR	TOTAL
Standard Booth	___ FREE + ___ x \$675 for each add'l standard booth	___ FREE + ___ x \$675 for each add'l standard booth	___ x \$675 for each standard booth	\$ _____ for standard booth(s)
Corner Booth	___ \$50 to upgrade free standard to corner + ___ x \$725 for each add'l corner booth	___ \$50 to upgrade free standard to corner + ___ x \$725 for each add'l corner booth	___ x \$725 for each corner booth	\$ _____ for corner booth(s)
Aisle End (2 Corner Booths)	___ \$625 to upgrade free standard to aisle end + ___ \$1,150 for each add'l aisle end	___ \$625 to upgrade free standard to aisle end + ___ \$1,150 for each add'l aisle end	___ x \$1,150 for each standard booth	\$ _____ for aisle end(s)
<i>Late fee applies if order is received after May 31, 2019</i>				<input type="checkbox"/> \$150 late fee
Add amounts from above for total amount due:				\$ _____

Exhibitor Name Badges (use separate page if necessary)

Rep Name & Company _____
 will be attending the Vendor Party on 6/24

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Sponsorship Opportunities

Platinum Sponsorship (\$2,500) - Two Opportunities Available
 \$2,500 - Keynote speaker

Silver Sponsorship (\$750) - Unlimited Opportunities Available
 \$750 - Table decorations
 \$750 - Stage decorations

Gold Sponsorship (\$1,500) - Four Opportunities Available
 \$1,500 - Conference app and print schedule

Bronze Sponsorship (\$500) - Unlimited Opportunities Available
 \$500 - Attendee Gift
 \$500 - Custom options available!

2019 SNA-WI Annual Conference Registration

Company Representative _____

Company Name _____
List as it should appear on the sign in the booth

Street Address _____

City/State/Zip _____

Phone _____

Email _____

Brokers - List exhibiting companies _____

List of Products to be exhibited _____

List of Major Competitors _____

Do you have a Gold/Silver banner? YES NO

Do you need a refrigerated truck? YES NO

Do you require chairs at your booth? YES - Qty _____ NO

Attendee Bag Donation

If you are interested in the attendee bag donation, please indicate the following to confirm your sample donation:

Water Bottles Packaged snacks Pen Highlighter
 Notepad Other, please describe: _____

Exhibit Total \$ _____

Sponsor Total \$ _____

TOTAL ENCLOSED: \$ _____

Method of Payment
 VISA MasterCard Discover AmEx Check

Card Number _____

Exp. Date _____ Security Code _____

Signature _____

Date _____

School Nutrition Association of Wisconsin

563 Carter Court, Suite B, Kimberly, WI 54136
 Phone: 920-560-5630 • Fax: 920-882-3655 • www.sna-wi.org



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SNA-WI Exhibit Show Regulations

1. Exhibitors agree to adhere to the set-up, exhibition and tear down hours outlined in this brochure. Exhibitors are not allowed to dismantle or pack any part of an exhibit until the exhibit hall is closed on Monday, June 24, 2019 at 4:30 pm. Exhibitor agrees to have a registered staff person in their booth during show hours.
2. Set-up must be completed by 9:30 am, prior to the opening of the show on Monday, June 24, 2019.
3. The exhibitor agrees that SNA-WI shall have the right to make rules and regulations for this event as it deems necessary and to amend them as needed. SNA-WI shall have the final determination and enforcement of all rules and regulations.
4. Each exhibitor is responsible for the safeguarding of its materials, goods, equipment and displays at all times. SNA-WI assumes no responsibility for any items missing or damage to display booths.
5. Each exhibitor will comply with local, city, county, state and federal ordinances and regulations covering fire, safety and health. Only fireproof materials should be used in displays and necessary fire precautions should be taken by exhibitors. All materials and displays are subject to inspection by the local fire marshal.
6. All exhibitors must conform to the size of their space and may not obstruct the view of nearby booths. Nothing shall be displayed at a height above the back wall of the booth which is 8'.
7. Music is only permitted if the exhibitor has provided SNA-WI with a copy of their license to play music. Exhibitor agrees to hold harmless, protect and indemnify the SNA-WI from any and all expense arising from exhibitor playing music and violating US copyright laws.
8. The exhibit booth fee will be refunded less \$100 for written cancellations prior to May 31, 2019. Exhibitors who provide written cancellations after May 31, 2019 are responsible for 100% of the booth fee.
9. Exhibitors can make no claim for any reason against SNA-WI or its employees or agents. All property of the exhibitor remains under their custody and control in transit to and from the exhibit hall, during set-up and tear-down and while it is in the confines of the exhibit hall. SNA-WI, staff members, agents and directors are not responsible for the safety of the property of exhibitors or their representatives from theft, damage by fire, accident vandalism or other causes. The exhibitor waives and releases any claim or demand they may have against any of them for any loss, damage or injury.
10. Show management reserves the right to reassign booth space if necessary for the best interests of the show or to separate competitors.
11. Exhibitor acknowledges that SNA-WI does not own, operate or in any other manner exercise any control or influence over third-party suppliers for the provision of goods and services to the exhibit floor. Accordingly, SNA-WI shall not be held liable for errors or omissions incurred by suppliers and vendors with whom services have been contracted for if they fail to perform as contracted.
12. This agreement can be cancelled if any act of God, war, government regulation, disaster, civil disorder, or other condition beyond the control of either party makes it illegal or impossible to perform the obligations required by this agreement. In such event, this agreement may be terminated without liability by the affected party for one or more of these reasons by written notice to the other party.
13. It is expressly understood that the exhibitor agrees to indemnify and hold harmless the SNA-WI, against any and all liability and property damage or loss arising from or out of the use by the exhibitor of the exhibit space.
14. At the end of the Conference, all leftover food will be donated to a local food pantry.
15. SNA-WI cannot guarantee any financial gain by exhibiting at this event.
16. No distribution of promotional items and literature will be permitted except from the exhibitor booths.
17. SNA-WI reserves the right to refuse acceptance of any application if the products to be displayed are deemed unsuitable for the purpose of the show. Final decisions will be made by the SNA-WI Executive Committee. All money paid will be returned to the applicant within 30 days of notification if a booth application is not accepted.
18. The exhibitor agrees to abide by the rules & regulations of the building in which the event takes place. No part of any exhibit or any signs may be posted, nailed or attached to the walls, doors, etc. Carpets shall be protected from damage from cooking in the booth. Damage arising from failure to abide by these rules shall be paid by the exhibitor.
19. Booth assignments are made based on SNA-WI's established procedure, and locations are subject to change at any time. If full payment is not received by May 31, 2019 your booth space is subject to cancellation.
20. No one under the age of sixteen (16) will be allowed in the Industry Show during show hours.