



2024 Arkansas CTE Summer Conference July 16-17, 2024 Contract for Exhibit Space

Subject to the prices outlined in the Exhibitor Prospectus accompanying this contract, we hereby request one or more booths or tables and/or sessions at the **2024 Arkansas CTE Conference on July 16-17, 2024, at the Saline County Career Technical Center (SCCTC) and/or Benton Event Center in Benton, Arkansas.** (*Please see attachment for fuller explanation and schedule of events.) We understand that the Contract for Exhibit Space is processed upon receipt of exhibit space fee in full. **Booths are available on **Tuesday** at Benton Event Center and/or **Wednesday** at SCCTC. Sessions are **only** available on **Wednesday** at SCCTC.

- A. Exhibit Space Selection – Each option includes logo and link in the program and on the website and full access to the vendor lounge.
- #1A - Table with two chairs with electricity for **2 days** (Tuesday at Benton Event Center AND Wednesday at SCCTC) and unlimited Vendor Sessions on **Wednesday only** at SCCTC - **\$1500** (Bronze Level)- This gives you a classroom to hold unlimited sessions to pitch your company or product on **Wednesday only!** Feel free to match our session schedule or design your own.
 - #1B - Table with two chairs with electricity for **1 day** (please select *either* Tuesday at Benton Event Center OR Wednesday at SCCTC) and unlimited Vendor Sessions on **Wednesday only** at SCCTC - **\$1250** - This gives you a classroom to hold unlimited sessions to pitch your company or product on **Wednesday only!** Feel free to match our session schedule or design your own.
 - #2A - Table with two chairs with electricity for **2 days** (Tuesday at Benton Event Center AND Wednesday at SCCTC) and 1 Vendor Session on **Wednesday only** at SCCTC - **\$1200** - This gives you a classroom to hold one 45-minute session to pitch your company or product!
 - #2B - Table with two chairs with electricity for **1 day** (please select *either* Tuesday at Benton Event Center OR Wednesday at SCCTC) and 1 Vendor Session on **Wednesday only** at SCCTC - **\$1000** - This gives you a classroom to hold a 45-minute session to pitch your company or product!
 - #3 - Table two chairs with electricity for **2 days** (Tuesday at Benton Event Center and Wednesday at SCCTC) - **\$850**
 - #4 - Table with two chairs **1 day** (please select *either* Tuesday at Benton Event Center OR Wednesday at SCCTC) - **\$600**
 - #5 - Sponsorship of a concurrent session - **\$200** for a 2-minute live speaking opportunity at the beginning of 1 session.
 - #6 - Logo and link in Conference Agenda page and on Conference website ONLY – no booth or session - **\$50**
- B. Exhibit Agreement: Exhibitor and his/her employees or representatives will abide by the policies indicated in the list above for the 2023 Arkansas ACTE Conference.

Company Name: _____

Company Website: _____

Contact Name: _____

Contact Email _____

Name of Presenter: _____

Presenter’s Email: _____

Address: _____

Contact Phone: _____ Presenter’s Phone: _____

Signature: _____ Date: _____

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Exhibit Type # _____

Confirmed: _____

C. Conference Agenda and Program Listing: Please provide the following information as to how you want it to appear on the conference agenda and program listing. **Please email company logo to be used to info@arkansasacte.org**

Company/Firm Name: _____

Name(s) of Representative(s) Exhibiting at Conference: _____

For Options 1B, 2B, or 4, which day will you be exhibiting: Tuesday OR Wednesday

D. Contract Submission: Exhibitor should **complete, sign, and return** this form with full payment to **Arkansas ACTE, 1000 Ridge Ave., Mena, AR 71953**. Make checks payable to **Arkansas ACTE** for the total amount due. Upon receipt by the conference coordinator, **a confirmation of receipt will be emailed to you** and will serve as confirmation of presentation reservation. **Full payment due by 6/15/2024. Online payments accepted upon request with a 3% processing fee.**

Schedule of Events

Tuesday, July 16, 2024 – Benton Event Center

- Registration
- Opening Session
- Awards Luncheon
- Big Three Session 1*
- Big Three Session 2*
- Big Three Session 3*

*Big Three Sessions will be 3 sessions repeated 3 times so everyone can rotate through them so everyone will get the same updates on three topics that are of utmost importance to education in the coming year in Arkansas.

Wednesday, July 17, 2024** - Saline County Career Technical Campus

- Registration
- Session 1 – Division Meetings - Updates for each division from DCTE
- Session 2 – various topics
- Boxed Lunches
- Session 3 – various topics
- Session 4 – various topics
- Session 5 – various topics
- Closing Session

**The members of the Agriculture Education Division will have meetings off-site on Wednesday so will not be in attendance at Saline County Career Technical Campus.

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Confirmed: _____

Sponsorship

An OPPORTUNITY ---- to bring your business to the forefront of ACTE members, by purchasing advertising space in the **2024 Arkansas ACTE** summer conference agenda, exhibit hall, and webpage.

An OPPORTUNITY --- to gain recognition as one of the businesses or industrial organizations giving active support to Career and Technical Education in Arkansas.

An OPPORTUNITY ---- to reach career and technical educators who have devoted their time, education, and resources to Career and Technical Education in Arkansas.

PATRONS PROGRAM AND ADVERTISING: You are invited to become a conference contributor:

- Platinum Level \$10,000 +
- Gold Level \$5,000 +
- Silver Level \$2,500 +
- Bronze Level \$1,500 +

You are also encouraged to provide products and services for door prizes and the silent auction and to advertise in the conference exhibit hall. Contact the executive director at info@arkansasacte.org for more information on these opportunities.

Sponsorship opportunities have been better-defined in the following section so our partners will know exactly what they may expect in terms of exposure at the conference. There are opportunities for full-page ads in the program, electronic signage in the break-out rooms, visual displays, etc. There are also opportunities for presenting awards and bringing greetings to the group at the sponsored event. Sponsorship for these events is negotiable.

Level of Contribution

ALL DONATIONS ARE TAX DEDUCTIBLE

____\$10,000+	PLATINUM	Complimentary Exhibit Hall space, (10) Registration Comps, Session Sponsorship, AR ACTE Awards Sponsorship including Award Presentation, General Session Greetings Opportunity, and Arkansas ACTE webpage exposure
____\$5,000+	GOLD	Complimentary Exhibit Hall space, (5) Registration Comps, Session Sponsorship, AR ACTE Awards Sponsorship including Award Presentation, General Session Greetings Opportunity, and Arkansas ACTE webpage exposure
____\$2,500+	SILVER	Complimentary Exhibit Hall space, Session Sponsorship
____\$1,500+	BRONZE	Complimentary Exhibit Hall space

ALL CONTRIBUTIONS WILL BE ACKNOWLEDGED IN CONFERENCE PROGRAM

Company Name _____

Signature _____ Date _____

Send to: Arkansas ACTE
1000 Ridge Ave.
Mena, AR 71953

Make checks payable to: Arkansas ACTE

*Arkansas ACTE Federal ID No. 71-0672436

Online/digital payments available with an additional 3% processing fee.

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Confirmed: _____

Exhibiting Information

PLATFORM: The conference will be in person on Tuesday, July 16, 2024 at the Benton Event Center in Benton, Arkansas and on Wednesday, July 17, 2024, at the Saline County Career and Technical Center (SCCTC) in Benton, Arkansas. This year's conference will see a collaboration with Arkansas Career Development Association, Arkansas Association of Teachers of Family and Consumer Sciences, and Arkansas Vocational Ag Teachers Association. Opening Session will be held on Tuesday, July 16, at Benton Event Center and breakout sessions on Wednesday, July 17, at SCCTC. See schedule below. Note that most Ag teachers will only be onsite on Tuesday at Benton Event Center.

CHARACTER OF EXHIBITS: ACTE reserves the right to approve the character of any exhibit and to prohibit any display which is the cause of disruption or has other objectionable features that distract from the general character of the conference. This applies to displays, literature, novelties, souvenirs, and the conduct of the individual(s).

DISPLAYED EXHIBIT HALL SPACE NOT CLAIMED: Exhibit Hall space for which no appropriate contract is submitted by the deadline may be cancelled or reassigned without a refund.

ACCESS TO THE EXHIBITS: Access to the exhibit hall will be restricted to persons receiving appropriate sign-in credentials from the Association. The Association reserves full right of control over such admission. Exhibitors and their representatives will receive sign-in credentials at no cost.

LIABILITY & SECURITY: It is agreed that the exhibitors shall assume all responsibility for all loss, damage, or injury that they shall have or cause, and that they shall hold harmless ACTE from all liability which may ensue from whatever cause.

Schedule of Events

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- **Awards Luncheon**[^]
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**The members of the Agriculture Education Division will have meetings off-site on Wednesday so will not be in attendance at Saline County Career Technical Campus.

^We are looking for sponsors for these events! We would love to put your name on our Opening Session or Awards Luncheon or other events. Please email info@arkansasacte.org if interested.

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Confirmed: _____