

Placer County STEM Expo 2018 Exhibitor Application Form

Contact and Reference Information

Organization Name <i>(as you would like it listed)</i>	
Address	
General Contact Person	
Phone Number	
Email	
Website	
Digital logo location*	

*web logo: please include a location where we can find a web-ready logo for your organization. Size should be between 60-250 pixels wide and 50-150 pixels in height.

Placer County STEM Expo Booth Request

We have a limited number of exhibitor booth spaces (see the map below for further details).

Each booth MUST offer a hands-on activity for the attendees. If you are not providing a hands-on activity, we can offer you a single table that will not be part of the exhibitor area.

We do have outdoor space available, but it is for mobile demonstrations and is not going to be separately cordoned off or assigned – if you have a need for an outdoor type space, please contact us directly.

Select	Request	Size	Notes	Includes	Cost **
	Small	8'D x 10'W	Any booth 1-16	One 6' Table***	\$25
	Large (double)	8'x20'	Any two adjacent booths	Two 6' Tables***	\$50

**The cost of a single booth may be waived for non-profit and government organizations, and for sponsors. If you are interested in sponsorship opportunities, please see <http://www.stemexpo.org/sponsorship>.

*** We will provide two chairs with each booth, and there are plenty more available, if needed, at no extra charge.

Booth Options

Select	Option	Cost
	Power ****	N/C
	Additional 6' Table <i>(you are welcome to bring your own)</i>	\$10

**** Limited power is available – if needed, a single 120 VAC extension cord outlet will be provided to your booth. This is from a shared source, so please limit the amount of power that you expect to need as much as possible!

Acknowledgement of Terms and Conditions

Please confirm that you have read and agree to the event terms and conditions as specified later in this document.

<input type="checkbox"/>	I have read and agree to the event terms and conditions
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Send to

Please make checks payable to “STEM Expo, Inc.” and mail with your completed form to:
(or, better yet, fill out the form online at <http://www.stemexpo.org/ExhibitorForm>, and/or pay online at <https://www.stemexpo.org/Exhibitors>)

STEM Expo
2050 Via Taormina
Monterey, CA 93940

Contact
Email
Phone

David Chiappone or Eric Bull
sponsor@stemexpo.org
916.220.5450

Terms and Conditions

The following terms and conditions apply to the STEM Expo, Inc. event occurring March 3rd, 2018:

Attendance at the event is free to all individuals, with the exception of those who desire to promote a good or service for their organization at the event, who are required to attend as sponsors or exhibitors

Rain or Shine: The event will be held indoors [with the exception of desired outdoor demonstrations] and will not be rescheduled due to weather. There will be no refunds or cancellations due to weather.

Exhibitor Space Setup: The event begins at 9AM; setup is open the evening prior between 5-7PM and the morning of the event from 7-9AM. Please have exhibitor spaces ready and staffed by 9AM

Exhibitor Space Teardown: The closing ceremony for the event begins at 3:30PM; please do not break down until that time. At that time please be aware of extraneous noise which may interrupt the “show”.

Exhibitor Area Location Map

The exhibitor area is located just inside the main entrance and into the theater area of the Academic Warehouse at William Jessup University. All student entrants and all visitors will pass by the exhibitor area on the way to the STEM Expo Student Entry display area and/or to the closing ceremony.

There are 24 exhibitor booths available, as shown in the map. Most booths are approximately 8’ deep x 10’ wide. Any booth can be combined with the adjacent booth to create a large booth.

Booths 1 – 5 and 17-24 are against a curtained (pipe and drape style) wall. Booths 6-8 are against an indoor wooden wall. Booths 9-14 are against a cement tilt-up style back wall. Booths 15-16 are intended to be used together for a larger freestanding exhibit.

Spaces are marked on the floor with no curtain or barrier separating them. It is recommended that exhibitors bring free-standing items if they wish to delineate the space further.

Note that the closing ceremony will be in the stage area, therefore booths 17-24 will have a large amount of traffic at that point. Additionally, we are asking that all booths refrain from any noisy activity (while tearing down or whatever) from 3:00 when the keynote speaker begins until the ceremony completes at about 4:30.

