



State Leadership and Skills Conference Exhibitor Information

Lansing, Michigan
April 20-22, 2012

General Information

- Dates and Locations:
 - Friday, April 20, 2012
 - Causeway Bay Hotel from 2:00 pm to 8:30 pm, Conference Center Hallway
 - Saturday, April 21, 2012
 - Causeway Bay Hotel from 9:00 am to 4:00 pm, Conference Center Hallway
 - Saturday, April 21, 2012
 - Lansing Community College-West Campus from 9:00 am to 4:00 pm, Main Hallway
 - Sunday, April 22, 2012
 - Causeway Bay Hotel from 8:00 am to 12:00 pm, Conference Center Hallway
 - Sunday, April 22, 2012
 - Causeway Bay Hotel from 8:00 am to 12:00 pm, Imperial Room (required for companies/colleges interested in speaking with winners)
- Exhibit areas are accessible to all participants

Pricing

- Exhibit Space:
 - Option 1: \$275 – 1 skirted 6' table and 2 chairs
 - Option 2: \$125 and donation of at least \$200 worth of industry awards for any contest(s) – 1 skirted 6' table and 2 chairs
 - Option 3: \$200 and 1 judge for any contest – 1 skirted 6' table and 2 chairs
 - Option 4: \$125 and 2 judges for any contest(s) – 1 skirted 6' table and 2 chairs
- Add-ons (additional cost):
 - Add-on 1: \$100 – Additional Table
 - Add-on 2: \$25 – Electrical Access

Registration

Please complete the attached form and mail with your payment by **March 15, 2012** to:
SkillsUSA Michigan
Eastern Michigan University
Ypsilanti, MI 48197



State Leadership and Skills Conference Exhibitor Registration

One date and location per form please! Use multiple forms if necessary!

Company: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____
 Fax: _____
 Contact: _____
 Email: _____

Date and Location:

- Friday, April 20, 2012 Causeway Bay Hotel from 2:00 pm to 8:30 pm, Conference Center Hallway
- Saturday, April 21, 2012 Causeway Bay Hotel from 9:00 am to 4:00 pm, Conference Center Hallway
- Saturday, April 21, 2012 Lansing Community College-West Campus from 9:00 am to 4:00 pm, Main Hallway
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- Sunday, April 22, 2012 Causeway Bay Hotel from 8:00 am to 12:00 pm, Imperial Room (required for companies/colleges interested in speaking with winners)

Exhibit Space:

- Option 1 \$275 – 1 skirted 6’ table and 2 chairs
- Option 2 \$125 and donation of at least \$200 worth of industry awards for any contest(s) – 1 skirted 6’ table and 2 chairs
Contest(s) _____
Industry Awards _____
- Option 3 \$200 and 1 judge for any contest – 1 skirted 6’ table and 2 chairs
Judge 1 Name _____
Contest _____
- Option 4 \$125 and 2 judges for any contest(s)– 1 skirted 6’ table and 2 chairs
Judge 1 Name _____
Judge 2 Name _____
Contest _____

Add-ons (additional cost):

- Add-on 1 \$100 – Additional Table
- Add-on 2 \$25 – Electrical Access

Total Enclosed*: _____

Special- 25% discount if registering for all three days (April 20, 21 and 22, 2012)!

* For charge card payment form, please go to our web site at <http://www.miskillsusa.org/forms.html>

Please mail or fax by **March 15, 2012** to

SkillsUSA Michigan, Eastern Michigan University, Ypsilanti, MI 48197, fax 734-487-4329.



State Leadership and Skills Conference

Exhibitor Information

Rules and Regulations

Purpose: This conference is conducted for educational and informational purposes; to disseminate knowledge and ideas; to encourage communications; and to promote product information.

Eligible Exhibits: SkillsUSA Michigan reserves the right to determine the eligibility of any exhibitor. No exhibitor shall sublet or share space. All promotional activities must be confined to the limits of the booth.

Installation and Removal of Exhibits: Exhibitors may begin installation at two hour before start time. All exhibits must be removed one hour after finish time.

Security: Vendors are responsible for their own security and storage. SkillsUSA Michigan assumes no liability for lost or stolen items. Storage is not available from SkillsUSA Michigan.

Audio-Visual: The use of devices for mechanical reproduction of sound must not be projected outside the booth. Motion pictures, fashion shows, etc., outside the booth area are subject to prior approval by SkillsUSA Michigan.

Insurance/Defacing of Property: (1) Fire and theft insurance, if so desired, must be taken out by each exhibitor at their own expense. (2) Exhibitors are liable for any damage caused to the building, building fixtures, walls or floors. (3) All exhibits are to be free standing, no materials may be attached to fixtures or walls.

Restrictions: SkillsUSA Michigan reserves the right to restrict exhibits or promotional materials, which for any reason become objectionable, and may also evict any exhibit which, in the opinion of SkillsUSA Michigan, detracts from the general character of the conference. SkillsUSA Michigan will not be liable for any refund or other expenses in this instance.

Liability: Neither SkillsUSA Michigan, nor their agents or representatives will be responsible for any injury, loss or damage that may occur to the exhibit or personnel. The exhibitor, on signing the contract, expressly releases the aforementioned from any and all claims.

Promotional Samples: Only non-food samples may be given to conference participants. SkillsUSA Michigan reserves the right to restrict any promotional samples it deems to be objectionable.

Industry Awards: Industry awards are prizes given to the medalists (first, second and third place) at the Sunday Awards Ceremony. Examples are scholarships, tools of the trade, books, software, etc.

Colleges, Universities and PostSecondary Institutions Scholarships: At the Sunday Awards Ceremony, only colleges, universities and postsecondary institutions that have donated scholarships to SkillsUSA Michigan that year will be allowed to have a representative speak with the winners of their scholarships only. They may not speak with other winners that did not receive their scholarships. This conversation must be for the sole purpose of gathering information related to their scholarship and must take place at their own exhibitor table, no other location is permitted. Colleges, universities and postsecondary institution representatives will respect the rights of the winners and only speak to them for a short amount of time when they are available. Colleges, universities and postsecondary institution representatives will not approach winners while they are at another exhibitor table.

Inability to Perform: In the event the conference is not held for any reason beyond its control, SkillsUSA Michigan reserves the right to retain part of the rental fee as shall be required to compensate for expenses incurred up to that time. If an exhibitor is unable to attend, after submitting this contract and payment, SkillsUSA Michigan reserves the right to retain all or part of the rental fees.

Clarification of Rules: All matters or questions not covered by these rules and regulations shall be subject solely to the decision of SkillsUSA Michigan and/or the conference sites. These rules and regulations may be changed at any time by SkillsUSA Michigan and shall be binding to the exhibitor.