

FLACADA DRIVE-IN CONFERENCE 2018 EXHIBITOR PACKAGES

DESTINATION YOU: REVOLUTIONIZING OUR ADVISING ROLES

**Florida International University
Miami, Florida**

May 4, 2018



www.flacada.org



FLACADA's MISSION

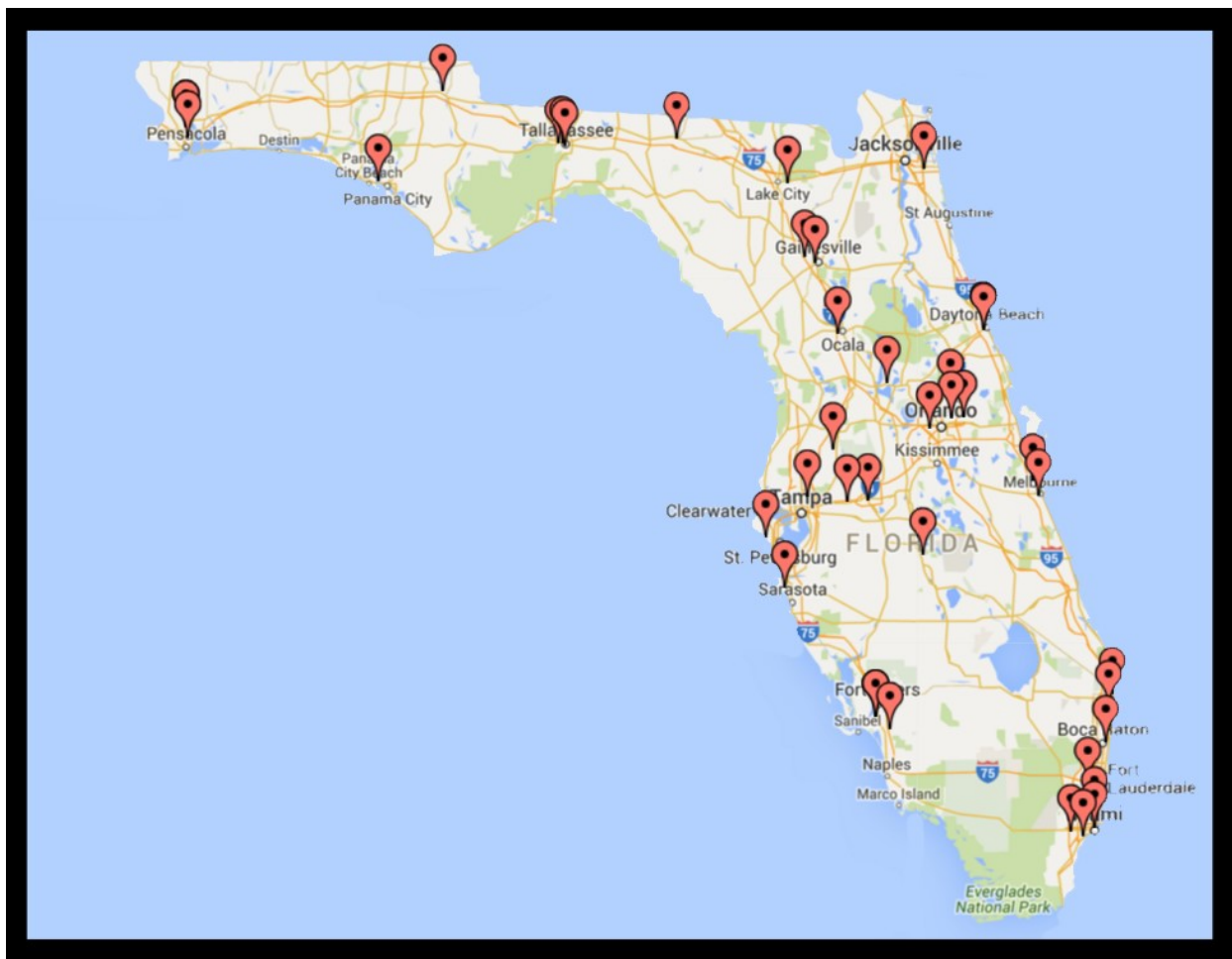
- a. FLACADA is an organization of professionals from higher education institutions concerned with the personal and academic advising needs of students within the State of Florida. The primary goals of FLACADA are:
- i. To adhere to the NACADA core values of advising which state that advisors are responsible:
 1. For themselves and their professional practices
 2. To the individuals they advise
 3. For involving others
 4. To their institutions
 5. To higher education
 6. To their educational community
 - ii. To increase advisor effectiveness by providing opportunities for its members to discuss academic advising issues within the State of Florida.
 - iii. To provide a network of professional advisors across the State of Florida that fosters collaboration amongst institutions.
 - iv. To promote communication among all advisors/members of higher education institutions around the State of Florida.
 - v. To create a forum for discussion for advisors to share ideas and initiatives that are working at their institutions.
 - vi. To provide annual conferences where advisors can meet and discuss opportunities for student advancement.



EXHIBITOR OVERVIEW

Connect face-to-face with attendees!

Our attendees will have many opportunities to engage with the exhibitors and vendors between attending sessions and meal breaks. The exhibitor area is located directly in the entrance of the conference center where all attendees will have to pass through after registering.



*Map depicting the locations of past attendees from Florida

EXHIBITOR OVERVIEW



FLACADA Annual Drive-In Conference has gone from 180 attendees to over 350 attendees representing over 43 higher education institutions in the state of Florida.

Our attendees are advisors/counselors, faculty as well as academic and student affairs administrators representing two year, four year, and graduate level higher education institutions. They work in advising, testing, registration, student support services, assessment, special needs, and career planning and placement offices.

This is an excellent opportunity for you to display your services or products to conference attendees who are instrumental in implementing changes and using new products and services on campus. Our attendees are involved in all areas influencing student success at institutions of higher education throughout the state.

FLACADA exhibitors will have the opportunity to co-sponsor conference events, meal functions or registration materials.

LOGISTICS

- ◆ Setup for all booths will be done morning of Friday, May 4, 2018
- ◆ Exhibitor tear-down can begin at 5:00pm on Friday, May 4, 2018
- ◆ Specific details such as table assignment, pre-event shipping instructions, loading/unloading guidelines will be communicated approximately four weeks prior to the conference.
- ◆ All advertising material in CMYK format, high resolution (300dpi) format. Email your ad to conference@flacada.org and include the advertiser name and type “Ad” in the subject line. Must be received by March 30, 2018.



PACKAGES

All staffed exhibitors begin with the Basic Exhibitor Package at the \$300 level. The details for this package are located below. Additional exposure and benefits are available by adding one or more add-ons. You may select as many add-ons as you wish. Packages are reserved on a first come, first serve basis.

Basic Package—\$300

- ◆ (1) 6' display table
- ◆ (2) chairs
- ◆ (2) Exhibitor name badges for booth personnel—includes access to sessions
- ◆ Recognition in printed conference program
- ◆ Recognition in FLACADA website
- ◆ Right to sell products or services on site
- ◆ Opportunity to provide conference attendees applicable coupons/samples in conference attendee registration bag
- ◆ Payment due with contract. Includes \$150 non-refundable deposit

Unstaffed Package—\$150

- ◆ (1) 6' display table
- ◆ Recognition in printed conference program
- ◆ Recognition in FLACADA website
- ◆ Opportunity to provide conference attendees applicable coupons/samples in conference attendee registration bag
- ◆ Payment due with contract. Includes \$75 non-refundable deposit

Note: Unused materials cannot be returned at the close of the conference.

FLACADA EXHIBITOR CONTRACT 2018

Company: _____

Contact: _____ Email: _____

Name of booth rep. 1: _____ Email: _____

Name of booth rep. 2: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Website: _____

\$300 Staffed Basic Exhibit Package: Payment due with contract. Includes a \$150 non-refundable deposit

\$150 Unstaffed Exhibit Package: Payment due with contract. Includes a \$75 non-refundable deposit. FLACADA will provide mailing address upon receiving the signed contract.

Paying via Check

Paying via Credit Card

*Include a 50-word maximum company description to be printed in the conference program to be emailed to: conference@flacada.org

*No refunds for cancellations requested within two weeks of the conference. Checks payable to FLACADA in US dollars on US bank. Send check to: FLACADA, 11200 SW 8 ST, SAAC105A, Miami, FL 33199. Credit card payments also accepted via PayPal Invoice.

*Request for cancellation of space must be sent in writing to FLACADA. Email conference@flacada.org no later than April 13, 2018.

*Exhibitors must carry insurance. Neither FLACADA nor the hosting site maintains insurance to cover Exhibitors' property or liability claims. Exhibitor agrees to hold harmless FLACADA, Florida International University, and any employees or officers of same against any liability arising from and all damage or personal injury caused by the Exhibitor or agents thereof. By signing below, you agree to the terms of this contract.

Authorized Signature: _____ Print Name: _____ Date: _____