

31st ANNUAL North Carolina Commodities Conference



Exhibitor Registration Packet

JANUARY 8-10, 2020

SHERATON IMPERIAL CONVENTION CENTER

DURHAM/RTP

Join over 1,000 farmers and ag industry professionals to feature your products and show your support at the annual event which highlights the Cotton, Small Grain, Soybean and Corn industries!

Please secure your package before November 29 to ensure all the possible recognition our partners can enjoy!

Southeastern Association Services

PO Box 58820

Ph: 919-413-9544

Raleigh, NC 27658

Fax: 919-882-8533

www.nccommoditiesconference.com

General Information

You know the issues. You have at least some of the answers. Help make this Conference and Exhibit Show the best ever by showing off your new products, by offering your solutions to the challenges of farming in the 21st Century and by building and strengthening your relationships with the growers and those who provide them with information and education.

1. Exhibitor set-up is Wednesday, January 8, 2020 beginning at 1:00 p.m. until 5:00 p.m.
2. There will be an Exhibitors' Reception on Wednesday evening in the Exhibitor Hall at the Convention Center
3. The Conference begins Thursday, January 9, 2020 and concludes Friday, January 10, 2020. Exhibits **MUST** remain intact throughout the Conference. Dismantling of booths will be Friday morning.
4. No unmanned booths will be permitted. **PLEASE read** the Prohibitions section of the "Rules and Regulations" attached.

Dates

January 8-10, 2020

Location

Sheraton Imperial Hotel
4700 Emperor Blvd., Durham, NC 27703
Phone: 919-941-5050 800-325-3535

Exhibitor Package Includes

All Booth Spaces are 8 x 10 & include:

- ◆ Draped Exhibit Booth
- ◆ Sign for Company Name 7' x 44'
- ◆ 8' Covered and skirted table
- ◆ (2) Chairs, (1) Wastebasket

Exhibit Cost

\$625 for All Corner Booths Listed below

6,7,11,12,16,17,21,22,26,27,31,32,36,37,41

\$525 All Other Booths

\$325 For Additional Booth Spaces

(Additional Booths does not include corner booths)

No refunds after November 19, 2019.

All booths must be manned throughout the Conference.

All exhibit personnel must be pre-registered to facilitate entrance into the Exhibit Hall. Please submit a copy of the Exhibit staff registration form for each person who will help work in your booth.

Show Manager

Bonnie Holloman
Southeastern Association Services
PO Box 58220, Raleigh NC 27658
Phone/Mobile: 919-607-1370
Fax: 919-882-8533
bonnie@seasag.com

Convention & Event

Cathy Price Horton
Southeastern Association Services
PO Box 58220, Raleigh NC 27658
Phone/Mobile: 919-413-9544
Fax: 919-882-8533
cathy@seasag.com

Hotel Accommodations

Sheraton Imperial Hotel, Reservation Office (919) 941-5050 or (800) 325-3535. Reservations must be received no later than **December 16, 2019**. Please mention that you are with the NC Commodities Conference so you will receive the preferred group rate of **\$139.00**. All reservations are based on availability.



2020 Exhibitor Registration Form

Rental Cost: Corner Booth All Other Booths Additional Booths
 \$ 625.00 \$ 525.00 \$325.00

List your preference of booth number (s) from the enclosed floor plan. Number of 8'x10' Booths _____
1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Exact Booth Sign _____

(One line only – 32 characters including spaces and punctuation)

No space assignment will be made until the Conference office receives fully executed contract and payment. We will honor request regarding adjoining exhibits to the extent we are able.

Type of product(s) to be exhibited _____

List any firm or types of exhibit you do not want to adjoin _____

Company Name _____

Contact Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Name's of individuals that will be exhibiting in your booth at the Conference, must be registered and have name tag.

Please complete the following information below to be included in our meal functions.

Buffet Breakfast (Thursday, January 9th)

attending _____

Luncheon (Thursday, January 9th)

attending _____

Buffet Breakfast (Friday, January 10th)

attending _____



METHOD OF PAYMENT

Card Type:



Name of Cardholder: _____

Billing Address of Card _____

Card # _____

Expiration Date _____

If paying by check, check must be made payable to:

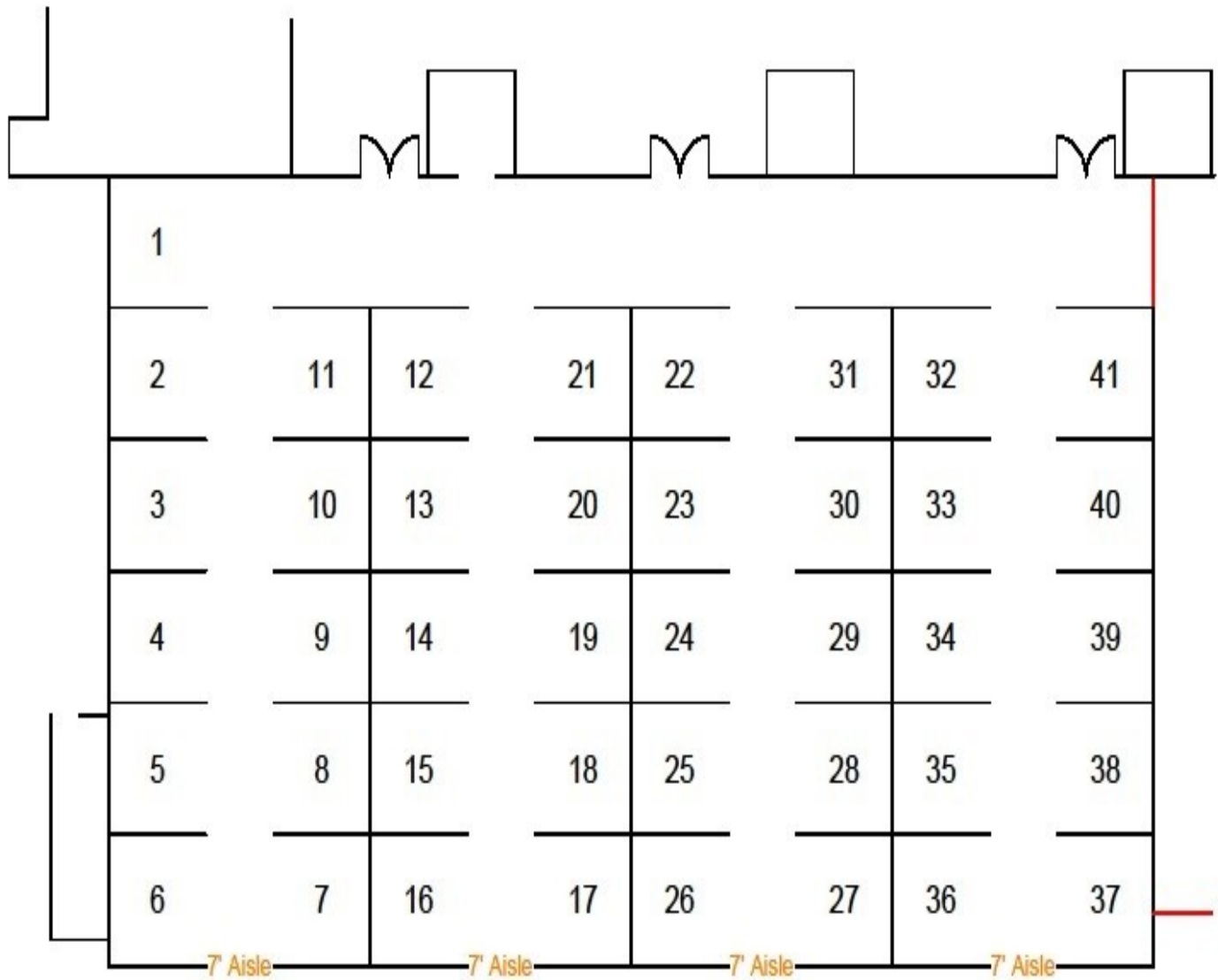
NC Joint Grains Conference - Tax ID 90-0930466

Mailing Address: NC Commodities Conference
PO Box 58220, Raleigh, NC 27658

2020 NC Commodities Conference Rules and Regulations

1. **ASSIGNMENT OF SPACE:** No space assignments will be made until executed contract and full payment are received by the North Carolina Cotton Producers, Corn, Small Grain & Soybean Associations of North Carolina (hereafter referred to as The Associations). Available space will be on a first-come, first-served basis. The Associations reserve the right to relocate display areas for the benefit of the exhibitor or for the betterment of the Trade Show.
2. **BOOTH RATE, PAYMENT AND CANCELLATION POLICY:** All corner booths are \$625 each. Other 8'x10' booths are \$525 each, 2nd booth is \$325 (**2nd booth does not include Corner Booths**). Exhibit fees must be paid in full with signed contract. Cancellations received in writing on or before November 19, 2019, will receive a 50% refund. **NO REFUND AFTER** November 19, 2019.
3. **DIMENSIONS AND LIMITATIONS:** Exhibits must not exceed 8 feet in height. Exhibits must be constructed so as not to obstruct the general view or the view of adjoining booths. Permission to display equipment taller than 8 feet must be obtained from the Show Committee. **NO SIGNS, BANNERS, OR ARCHWAYS WILL BE PERMITTED TO HANG IN OR OVER THE TRADE SHOW AISLES.** Any equipment exhibited in the hall must fit within the dimensions of exhibit space reserved; access to the exhibit floor is via a drive-up ramp through an overhead door 10' wide and 14' high.
4. **LIABILITY:** Exhibitor agrees to protect, save, and keep The Associations, The Sheraton Imperial Hotel, and the conference pipe and drapery company, and their representatives, employees, and agents forever harmless from any and all damages or charges imposed for violation of any law or ordinance, whether occasioned by the negligence of the exhibitor or the representatives, agents, or employees of the exhibitor or those persons acting under the express or implied authority of the exhibitor. Exhibitor also agrees to comply with all applicable terms, conditions, rules and regulations of Sheraton Imperial Hotel and the conference pipe and drapery company. Exhibitor assumes complete responsibility and liability for all loss, damage or destruction of his/her property, employees, agents, and guests. The Associations, Sheraton Imperial Hotel and the conference pipe and drapery company, and any officer, agent, or employee thereof will not be liable for any loss, damage or destruction of exhibitor's property from theft, fire, accident, or any other cause. Exhibitor also assumes full responsibility and liability for all injury to any and all persons or property caused by the exhibitor, its agents, representatives, or employees. Exhibitor will indemnify and hold harmless The Associations, Sheraton Imperial Hotel and the conference pipe and drapery company, Inc., their members, directors, officers, agents, representatives, and employees against any and all liability whatsoever arising from any or all damage to property or personal injury or loss caused by Exhibitor, its agents, representatives, employees, or any other such persons.
5. **EXHIBIT INSTALLATION AND DISMANTLING:** Exhibit installation hours Wednesday, January 8, 2020, 1:00 pm -5:30 pm. **ALL EXHIBITS MUST BE IN COMPLETE READINESS BY 5:30 pm Wednesday, January 8, 2020.** Exhibitor will forfeit space not occupied by Wednesday, January 8, 2020, and his/her space may be resold, reassigned, or used by the Committee without refund. Displays may be dismantled after close of the trade show at 10:30 am Friday, January 10, 2020. All exhibits must be dismantled and removed from the exhibit area by 3:00 pm, Friday, January 10, 2020.
6. **PROHIBITIONS:** Subleasing or assigning of booths or part of a booth is NOT permitted. **No unstaffed booths will be permitted; booths without exhibit personnel present during exhibit hours will be dismantled and reassigned or used by the exhibit committee.** Exhibits, signs or displays are prohibited in any of the public rooms or elsewhere on the premises of Sheraton Imperial Hotel during the Trade Show. Aisle space may NOT be used for exhibit purposes, displays or signs, entertainment, solicitation or distribution of cards, circulars, samples, or other promotional materials. The use of sound devices, megaphones, loud speakers, or undignified methods of attracting attention is prohibited, where such methods interfere with other exhibitors. No exhibitor shall play music of any kind at any time within the exhibit hall. **Individual exhibitors will dispense NO food or beverages. This will be STRICTLY ENFORCED.**
7. **AMENDMENT TO REGULATIONS:** All matters and questions not covered by these regulations are subject to the decision of The Associations. The Associations shall have sole authority to promulgate, interpret, and enforce all rules and regulations, and to make any amendments necessary for the orderly conduct of the Trade Show.

2020 NC Commodities Conference Exhibit Hall Layout



Pre-Function Lobby

