

# VSCA ANNUAL CONVENTION '08

## Invitation to Exhibit

Virginia School Counselor Association Annual Conference  
Marriott Hotel at City Center  
Newport News, Virginia  
April 2 – 4, 2008

The Virginia School Counselor Association (VSCA), comprised of over 1200 school counselors throughout the Commonwealth of Virginia, is the largest division of the Virginia Counselor Association (VCA) and the official state branch of the American School Counselor Association (ASCA). VSCA strives to serve and represent school counselors in all academic work settings, from elementary through post-secondary schools, including counselor educators and division supervisors of counselors. On average, over 700 school counselors attend our conference, representing elementary, middle, and high school levels. Your company/organization will be acknowledged in the conference program and if you sponsor an event, there will be signage indicating your contribution. We will work with you to make this a pleasant experience for you. Historically, exhibitors have had great success at our conference. The exhibitors will be located in the hallways. The Marriott Hotel was built in 2006. The conference space is designed with hallways ideal for exhibitors and provides maximum exposure to conference participants. Exhibitor applications are accepted on first-come, first served basis. Exhibit space is limited to 40 tables.

### Exhibitor Schedule

Setup: Wednesday, April 2  
from 6:00 — 9:00 p.m.

Removal: Friday, April 4  
from 12:00—1:00 p.m.

Exhibit Hours: Thursday and Friday  
April 3 8:00 a.m.— 6:00 p.m. (Boxed lunch provided).  
April 4 8:00 a.m.— 12:00 p.m.

### **Availability:**

Exhibitor applications are accepted on first-come, first served basis. Exhibit space is limited to 40 tables.



**The deadline for exhibitor applications and payments is**  
***January 15, 2008 for early registration***  
***February 29, 2008 for regular registration***



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## APPLICATION

Name of Company/Organization \_\_\_\_\_

Address: \_\_\_\_\_

Street

City/State

Zip

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Contact Person \_\_\_\_\_ Position \_\_\_\_\_

Product/Type of Display \_\_\_\_\_

Exhibitor's Name (s) (for name tag) \_\_\_\_\_

Number of boxed lunches needed on Thursday: \_\_\_\_\_

<b>Early Registration (By Jan. 15, 2008):</b>	<b>1 table = \$300</b>	<b>2 tables = \$600</b>	<b>3 tables = \$800</b>
<b>Regular Registration</b>	<b>1 table = \$350</b>	<b>2 tables = \$700</b>	<b>3 tables = \$900</b>

**Total number of Tables \_\_\_\_\_ = \$ \_\_\_\_\_ Total amount enclosed.**  
**(Tables are 2.5 x 6 feet)**

### **Agreement Terms and Conditions:**

Full payment must accompany application/contract. Exhibit space is subject to availability on a first come, first served basis. Exhibitor requests for space are given consideration but are made at the discretion of the Virginia School Counselor Association (VSCA). Written confirmation will be mailed to exhibitors upon VSCA receipt of a signed application/contract and payment. All exhibits are subject to the enclosed hotel policies for shipping, safety regulations, and electrical requests and such requests are the responsibility of the exhibitor. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the hotel premises and will indemnify, defend and hold harmless the hotel, the VSCA, their agents, servants, and employees from any and all such losses, damages, and claims.

VSCA Reserves the right to refuse to sell exhibit space to any company it deems objectionable or at cross purposes to the Association's mission. Additionally, VSCA reserves the right to require exhibitors to remove promotional materials from the show floor that are deemed objectionable.

Exhibits may be set up beginning at 6:00 p.m. on Wednesday, April 2<sup>nd</sup> and must be removed by 1:00 on Friday, April 4<sup>th</sup>.

***I (and/or my organization) will accept and abide by these agreement terms and conditions.*** \_\_\_\_\_ (Signature of authorized official)

**Mail application and payment to: Dr. Sylinda Gilchrist-Banks**  
**(Checks made payable to VSCA)**  
**3117 Woodlawn Drive**  
**Suffolk, VA 23434**

**Questions?**  
[sylindagilchrist@aol.com](mailto:sylindagilchrist@aol.com)  
**(804)519-3110**