

Kansas Association
of Elementary
School Principals
(KAESP)

Kansas Association
of Middle School
Administrators
(KAMSA)
Kansas Association
of School
Business Officials
(KASBO)

Kansas Association
of Personnel
Administrators
(KASPA)

Kansas Association of
Supervision and
Curriculum Development
(KASCD)

Kansas Association
of Special Education
Administrators
(KASEA)

Kansas Association
of Secondary School
Principals
(KASSP)

Kansas Leaders of
Career and
Technical Education
(KLCTE)

Kansas School Public
Relations
Associations
(KanSPRA)

Kansas School
Superintendents
Association
(KSSA)



EXHIBITOR'S PROSPECTUS and Invitation to Participate in the 49th Annual USA-Kansas Convention!

August 30-31, 2020

Century II Convention Center Wichita, Kansas

On behalf of USA-Kansas, we would like to extend a warm welcome and thank you to our vendors. USA-Kansas values our relationship with vendors and corporate partners. We recognize and applaud your commitment to supporting education in Kansas, especially during some challenging economic times. USA-Kansas remains committed to working with districts and our business partners to ensure a prosperous future.

As suppliers and manufacturers of school equipment, products, and services, we recognize the critical role your business plays in supporting education and the economy, therefore, we are pleased to extend this invitation to join us for our 49th Annual USA-Kansas Convention.

We have grown membership and increased convention participation in each of the last five years. As such, we believe the time and resources utilized at the USA-Kansas Convention is very valuable. Responding to exhibitor feedback, we have established a designated and uninterrupted vendor time. The vendor session will run Sunday, August 30th, from 2:30-6:00 P.M.

Want to make an even bigger splash at the convention? USA-Kansas invites you to:

- Advertise in the convention program (specifications and pricing are in this prospectus)
- Don't want to pack raffle prizes? Participate in our "large prize" raffle. Based on feedback from exhibitors, we are once again inviting exhibitors to buy into this activity. These prizes will be given away in Expo Hall during the Vendor Reception. Participants must be present when their name is announced to win the prize. (Prizes include, TV, Tablets, Scholarships, and similar items)
- Consider sponsoring an established USA-Kansas activity during the convention or hosting a hospitality event on Wednesday or Thursday evening (on or off site).

NEW THIS YEAR – During the Showcase administrators will participate in a virtual scavenger hunt, as well as voting on your booths. Voting will take place in two categories "Most Creative/Innovative/Interactive Booth" AND "Best Swag/Prizes." Both activities are designed to encourage interaction with our vendors, plus gives vendors the opportunity to win discounts on next year's event, including a FREE booth to the winners! Start thinking today how you can make your space STAND OUT! We ARE ALSO ADDING A VENDOR ONLY Hospitality Area which will be open prior to the showcase!

Questions regarding convention exhibits and corporate partner programs should be directed to Sara Chinn (schinn@usakansas.org) or 785-232-6566.

Please complete this page. Only one company per booth. (print or type)

Company Name	Telephone number	Fax number
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Company representative for mailing information	Email
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Billing address	City	State	Zip
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Address for sending booth information	City	State	Zip
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Are there any organizations or competitors that your business does not want to be positioned close to?

Yes No If yes, please specify _____

Brief description of products or services available to school districts _____

CREDENTIALS/NAME BADGES: Please provide the names of all representatives from your business (please type or print). Your registration packet, including badges and programs, can be picked up at the registration desk before 3:00 p.m. on May 27, 2020.

_____	_____
_____	_____
_____	_____

Exhibitors who register and pay by April 1, 2020, will be listed in the USA-Kansas convention program.

Exhibit Booth(s)	Rate	Amount Due
First booth	\$700	_____
Add'l booths	\$325	_____
Affiliate Membership	\$100	_____
School Bus: Long (35'-42')	\$975	_____
School Bus: Standard (25'-34')	\$775	_____
School Bus: Mini (24' or less)	\$575	_____
Convention program ad is due by April 1 (select size)	1/4 page (3.625 x 4.875) \$250	_____
	1/2 page (7.5 x 4.875) \$400	_____
	Full page (7.5 x 10.0) \$700	_____
Our company would like to sponsor raffle prizes at the convention	\$50	_____

Total amount due (This amount will be charged to your credit card or must be remitted in full.) _____

PAYMENT INFORMATION-Credit card receipts will be emailed to the email address provided above.

Checks payable to USA-Kansas - Credit card (circle one) VISA MASTERCARD DISCOVER AMEX
Account# _____ Expiration Date _____ Sec. Code _____

Mail Payment to: USA-KS, 1420 SW Arrowhead Rd, Ste. 100, Topeka, KS 66604

Hospitality suite Date _____ Time(s) _____ to _____ Location _____

All hospitality times to begin no earlier than 6:00 p.m. on August 30, 2020. Vendors are in charge of planning/booking all details, but please let us know the information and we will include it in our program if you would like.

Sponsorship Opportunities

Increase exposure to over 600 conference participants at the USA-Kansas Convention!

Convention sponsorship allows USA-Kansas to provide enhanced programs and social opportunities for convention-goers without increasing the cost to our members. Your company benefits directly. The pricing guidelines below reflect exclusive sponsorship of the named event and signage with your logo will be prominently displayed at each event sponsored. Please let us know if you would like more information about sponsoring golf or our wine luncheon and/or hearing about other opportunities to sponsor activities at the convention. For additional pricing guidelines and options, please contact Sara Chinn at 785-232-6566 or schinn@usakansas.org. Payments must be made before April 1, 2020, to be included in the program.

Partner Sponsor - \$4,000

Opening Session – Eric Sheniger (Sunday)

Grand Opening Vendor Area Reception (Sunday)

Dueling Pianos Social Event (Sunday night) 2 Sponsors

Final General Session Breakfast (Monday)

- Complimentary affiliate membership
- Recognition at the USA-Kansas annual convention opening session
- Two complimentary booths at the USA-Kansas annual convention
- Display of corporate banner (you provide) at the USA-Kansas convention
- Full-page ad in the USA-Kansas annual convention program
- Link to sponsor's home page
- Recognition as a corporate sponsor in all USA-Kansas publications and on the USA-Kansas website
- Sponsor signage placed at booths during the vendor showcase

Gold Sponsor - \$2,500

Exhibit Hall Coffee Break (Sunday)

Convention Meeting Coffee Breaks (Sunday/Monday)

Technology and Audio Visual Equipment (Sunday/Monday)

- Complimentary affiliate membership
- Recognition at the USA-Kansas annual convention opening session
- One complimentary booth at the USA-Kansas annual convention
- On-site signage (you provide) at the USA-Kansas convention next to registration or coffee
- Link to sponsor's home page
- Recognition as a corporate sponsor in all USA-Kansas publications and on the USA-Kansas website
- Sponsor signage placed at booth during the vendor showcase

General Convention Sponsor - \$1,000

- Complimentary affiliate membership
- Recognition at the USA-Kansas annual convention opening session
- Recognition as a corporate sponsor in all USA-Kansas publications and on the USA-Kansas website
- Sponsor signage placed at booth during the vendor showcase if a booth is purchased at an additional charge

___ YES, we would like to sponsor an activity or event at the USA-Kansas Convention. Please choose which event below.

Company Name (please print)

Contact

Phone

Email

The pricing guidelines below reflect exclusive sponsorship of the named event. (Please indicate your level of sponsorship below)

○ Opening Session	\$4,000	○ Exhibit Hall Coffee Break	\$2,500
○ Vendor Area Reception	\$4,000	○ Conv. Meeting Coffee Breaks	\$2,500
○ Presidents Reception & Social Hour	\$4,000	○ Technology/Audio Visual Equipment	\$2,500
○ Dueling Pianos Event	\$4,000	○ General Conference Supporter	\$1,000
○ General Session Breakfast	\$4,000		

Show Hours. Location. and Move In

The 2020 USA-Kansas Convention Exhibit Show will be held in Expo Hall in the Wichita Century II Convention Center. All exhibitor representatives must register at the USA-Kansas registration desk in Expo Hall before setting up booths.

Sunday, August 30, 2020

School Bus move-in	7:00 a.m. - 11:00 a.m. (Times will be assigned by August 15, 2020)
Exhibitor set-up and registration	7:00 a.m. - 2:00 p.m.
Vendor Hospitality	1:00 p.m. – 2:15 p.m.
Grand opening reception (Expo Hall)	2:30 p.m. - 6:00 p.m.
Exhibitor move-out	6:00 p.m.

All displays MUST be in their assigned space in the building before 2:00 p.m. on Sunday, August 30, 2020.

Booth Specifications

Booth rental includes a 10' x 10' booth with an 8' draped back drop, 3' draped side rail dividers, one 6' table, 2 chairs, and a complimentary promotional sign. In order to prevent interference with adjoining booths, no signs or equipment shall extend beyond the sides of the booth.

Electrical service, internet connection, carpet, freight, storage, etc. are NOT included in the booth rental. An Exhibitor Service Kit and order forms will be provided via email and on our website (www.usakansas.org).

Booth Assignments

Assignment of booth space will begin on August 1, 2020, according to the following criteria. Vendors will be notified no later than August 15, 2020, of booth assignments.

- 1st assignment: USA-Kansas Corporate and Convention Sponsors
- 2nd assignment: USA-Kansas Affiliate Members who have exhibited at past conventions
- 3rd assignment: USA-Kansas Affiliate Members
- 4th assignment: First come, first assigned

If an exhibitor fails to occupy contracted space or fails to comply in any other respect with the exhibit regulations, association officials have the right to lease such space to any other applicant without refund to the exhibitor.

Shipping, storage and extra tables, etc. Exhibit material shipped to Wichita before August 30 may be stored with Henry Helgerson Company (316-943-1851). A form with additional information about shipping, storage and extra table etc. is available on the USA-Kansas website. Pre-convention storage will be at the expense of the exhibitor.

Delivery of exhibit materials The basement area of Century II has been designated for deliveries of exhibit materials on August 30. Exhibitors should unload their materials near the freight elevator and take them on the elevator to the Expo Hall. Parking is not permitted in the basement or on Kennedy Plaza. Towing is at the expense of the exhibitor.

Electrical Hookups General electrical hookups for booths are available at Century II Convention Center. A form with additional information about electrical hookups is available on the USA-Kansas website.

Hotel Accommodations A link to book your sleeping room for the 2020 USA-Kansas Annual Convention will be provided once the block is reserved. If you need additional assistance, please call 1-888-421-1442.

Liability Neither the association or any of its representatives will be responsible for any injury, loss, or damage that may occur to the exhibitor, the exhibitor's employees, or property from any cause whatsoever prior, during, or subsequent to the convention.

Cancellation Policy All requests for cancellation must be submitted in writing and are subject to the following policy: cancellation requests postmarked 90 days before the meeting date will be eligible for a 100% refund; 60 days, a 75% refund; 45 days, a 50% refund. Cancellations made within 30 days or less notice will not be refunded.

Thank You to our 2019 Convention Exhibitors

**** USA-Kansas Convention Sponsor**

***USA-Kansas Convention Raffle Sponsor**

ACI Boland Architects
ACT, Inc.
A-Lert Roof Systems
Alloy Architecture
American Digital Security, LLC
American Fidelity**
Ameritime LLC**
Apptegy
ATG Sports
Athco
BalancED Learning
Benchmark, Inc.
BetterLesson*
BG Consultants, Inc.*
Canon Solutions America Inc
Commercial Laundry Sales & Service
Concergent IT
Cox Business*
Daymark**
DCS Services*
Desco Coatings
DLR Group ***
Duro-Last Roofing - Akagi Consulting*
Edgenuity**
Edmentum
Educational Design Solutions*
Energy Solutions Professionals**
Family Heritage**
ForeverLawn Wichita*
Freedom Interiors*
Fry & Associates Inc.
George K. Baum & Company**
Heartland Seating, Inc.
Hollis + Miller Architects
Horace Mann
HTK Architects*
imageQuest
Imagine Learning
INA Alert, Inc.
incite Design Studio, LLC
Integrated Consulting Engineers, Inc.
Inter-State Studio & Publishing
ISG Technology
JE Dunn Construction
Johnson Controls
KAESA**
Kansas City Audio - Visual
Kansas Educational Risk Management Pool, LLC**
Kansas State University Global Campus
Kansas Truck Equipment
KASB and Risk Management Group
Lakeshore Learning Materials

Lanter SPS, LLC**
LED Energy Group*
Lifetouch**
Lumen Touch**
Lunchtime Solutions
McCownGordon Construction
MidContinental
Mid-States School Equipment
Midwest Bus Sales
Midwest Transit Equipment, Inc
MTS Contracting, Inc
Musco Sports lighting
National Bus Sales, Inc.
NWEA**
OFG Financial Service Inc ***
Pearson
Piper Jaffray & Co.**
Playscape Recreation LLC
Pur-O-Zone, Inc.
Raymond James & Associates**
Renaissance**
Riggs Recreation Equipment, Inc.
River City Fund Raising
Riverside Technologies Inc. (RTI)
SafeDefend, LLC**
Sandifer Engineering & Controls, Inc.
Satellite Shelters, Inc.*
SectorNow LLC
SJCF Architecture
SOCS Website Solutions & FES Services
Sodexo**
SpedTrack
Steelcase and Scott Rice Office Works
Straub Construction Co.
Strawbridge Studios, Inc.
Techline Sports Lighting*
The FantasTechs
TIPS - The Interlocal Purchasing System
TORSH Inc.
Trane**
Transportant
Turf Etc. LLC DBA Synlawn
Turner Construction**
Twotrees Technologies
Universal Tutor Inc.
USA-Kansas
Virco Inc
VS America
Washington Roofing & Insulation, Inc
Woodstock Designs, Inc.
Wray Roofing