



April 11-12, 2017 **Electric League EXPO**

EXHIBITOR AGREEMENT

26th TRIENNIAL EXPO

Electric League of MO & KS

APRIL 11-12, 2017

SCHEDULE:

Monday, April 10

3:00pm - 11:00pm: Exhibitor Move-in

Tuesday, April 11

7:00am - 10:00am: Exhibitor Move-in

11:00am – 7:30pm: Show Hours

Wednesday, April 12

10:00am - 4:00pm; Show Hours

4:00pm - 11:00pm: Exhibitor Move-out

Thursday, April 13

7:00am - 9:00am: Exhibitor Move-out

LOCATION:

Overland Park Convention Center
6000 College Blvd.
Overland Park, KS

QUESTIONS:

Electric League of MO & KS
Kim Weitzel or Jane Male, CAE
638 W. 39th Street
Kansas City, MO 64111
816-561-5323
816-561-1991 (fax)
www.electricleague.org

A Word from your Host

Information in this brochure and in the enclosed contract and guidelines has been provided to help ensure that all exhibitors enjoy a successful and productive show. Representatives of the Electric League of Missouri & Kansas (ELMK) will be glad to answer any questions not covered in this brochure.

Who Should Participate

Manufacturers, re-manufacturers or suppliers of products, tools, equipment, supplies or services used by the electrical or voice/data/video communications industry. This includes companies in the commercial, industrial, residential, utility and electronic/communications sectors of the industry. In the past, exhibitors have ranged from construction materials to electrical heating equipment and lighting fixtures. While membership in the ELMK is encouraged, it is not required.

Facility

The Overland Park Convention Center is a state-of-the art meeting facility with many wonderful amenities to help you stay in touch while you are away from the office. You are able to sip great coffee or cappuccino while checking in with the office at the Cyber-Café. You will also enjoy the unique paintings and sculptures that make this venue like no other. The Convention Center is located at 6000 College Blvd., Overland Park, Kansas.



Cost

For ELMK members, the price for each 10' x 10' space is \$1,200 per booth. For nonmembers the cost is \$1,500 per booth. Additional charges will be applied for shipping, tables, chairs, electricity, etc. A 50 percent (50%) deposit for each space requested must accompany your signed contract by **January 31, 2017**, with payment in full by **February 28, 2017**. Booth space will be assigned in **March** with priority being given to those exhibitors with the most spaces reserved, those who have exhibited in the past, and based upon date of receipt of signed contract and deposit.

2017 EXPO

Exhibits

Exhibit space is fully carpeted, and the ELMK will provide cloth backing, side dividers and a 7" x 44" sign identifying your company and booth number. The official decorator can provide electrical power and furnishings, such as chairs, tables and special equipment. An exhibitor kit with full details and these items will be sent upon receipt of final payment for your booth space.

Hours

The exhibit hall will open at noon on April 10 for exhibit installation. Exhibits must be fully installed by 9:00 a.m. on April 11. Security will be provided for those times the show is closed. The Show will open at 10:00 a.m. on Tuesday, April 11, and close on Wednesday, April 12, at 4:00 p.m.

IES Partnership

This year the Electric League will be partnering with the Illuminating Engineering Society (IES). Offering lighting reps. the opportunity to showcase their products and services in a centralized location on the trade show floor; as the lighting community. For more information: www.ieskc.org

Suggestions for a Successful EXPO

For Direct Factory Representatives and Manufacturers Representatives:

- 1) Solicit participation from management & principals early to ensure their commitment to attending.
- 2) Assign an "Expo Champion" to coordinate shipment of displays, literature, travel schedules, booth duty, and other schedules, etc.
- 3) Make sure that there are adequate personnel to man each booth, have note pads available to write notes for follow-up calls, literature, etc.

For Distributor Personnel

- 1) Distributor Management make sure you're aware of dates, times and expected participation of our Expo. Remind at each sales meeting etc. to ensure maximum participation.
- 2) Assign an "Expo Champion" to coordinate supply of line cards, scheduled attendance, any events related to the Expo and notify customers of the event.

HOTEL AND MEETING ROOMS:

The following hotels are located near the Convention Center. Make your own hotel arrangements.

Chase Suite Hotel

6300 West 110th Street
Overland Park, KS 66211
913-491-3333

Distance from convention: .48 mile

Drury Inn & Suites

10963 Metcalf Ave.
Overland Park, KS 66210
913-345-1500

Distance from convention: .70 mile

Courtyard by Marriott

11001 Woodson,
Overland Park, KS 66211
913-317-8500

Distance from convention: .19

Pear Tree Inn

10951 Metcalf Ave.
Overland Park, KS 66210
913-383-2550

Distance from convention: .70 mile

Hilton Garden Inn

5800 College Boulevard
Overland Park, KS 66211
913-345-2661

Distance from convention: .12 mile

***** Sheraton Overland Park *****

Hotel at the Convention Center
6100 College Boulevard
Overland Park, KS 66211
913-234-2112

Distance from convention:
attached by walkway

Holiday Inn Suites

10920 Nall Avenue
Overland Park, KS 66211
913-312-5991

Distance from convention: .48 mile

Floor Plan

IES Avenue - Reserved for Lighting Reps.



BOOTHS

10x10's
Fully Carpeted
ID Sign
\$1,200 / Member
\$1,500 / Non-Member

FEATURED OUTDOOR DISPLAY AREA

18' x 50' (2 available)
One Space/\$2,500
Both Spaces/\$4,000

