

An Invitation to Exhibit at the 2017 Kansas Recovery Conference



June 13—14, 2017

**Best Western Wichita North Hotel & Suites
Park City, Kansas**



Kansas Consumer Advisory Council
238 N. Mead
Wichita, KS 67202

For more information contact:
Melissa Patrick
melissapatt@kansascac.org
(316) 312-3479

CONFERENCE EXHIBITOR OPTIONS

Option 1: Table displays

Consumer Run Organizations

Early Bird Rate (prior to May 10th)

\$55 per table

After May 10th

\$75 per table

Non Consumer Run Organizations

Early Bird Rate (prior to May 10th)

\$100 per table

After May 10th

\$120 per table

Table displays include the following:

- 6' draped table(s), two chairs, and table tent
- Listing of company/organization name, service and/or product information, and contact information in attendee conference materials (submit information by May 10th to be included in the program)

ASSIGNMENT OF SPACE

The 2017 Exhibit Area is in the Atrium area. Each booth consists of one 6' draped table and two chairs. Additional tables are available for a fee and must be requested and paid for in advance. **Exhibitors may not bring their own tables.** There are no physical dividers between booths. The exhibit area **will not** be secure. We encourage you to take valuable items with you when you leave your booth. Limited electrical outlets are available. If you need an electrical outlet, you must indicate that on your registration form. You are responsible for bringing your own extension cord. Requests for electrical outlets will be filled on a first come, first served basis.

Option 2: Bag inserts

Early Bird Rate

\$50

After May 10

\$70

Ship your information and/or product samples for us to include in conference participants bags. Registration fee must be paid in full to participate. **Information must be received NO LATER THAN (FRIDAY) JUNE 2ND, 2017.**

HOW TO RESERVE YOUR SPOT

To reserve your place at the 2017 Kansas Recovery Conference, complete the Exhibitor Registration and return it, along with your exhibit fees to:

Kansas CAC

238 N. Mead

Wichita, KS 67202

The deadline for reserving exhibit space is (Friday) JUNE 2ND, 2017

EXHIBIT HOURS

Tuesday, June 13, 2017

Setup – 9:00 AM– 11 AM

Exhibits Open – 11 AM – 5:00 PM

Wednesday, June 14, 2017

Exhibits Open – 8:00 AM – 3:00 PM

CONFERENCE LOCATION

Best Western Wichita North Hotel & Suites

915 East 53rd Street North

Park City, KS 67219.

Please note:

Conference registration/payment is separate and in addition to exhibitor registration/payment. If you wish to exhibit and attend conference sessions, you need to register for the conference separately. A conference brochure and registration form will be available on the CAC website at <http://kansascac.org>



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TERMS AND CONDITIONS

By participating as an exhibitor in the 2017 Recovery Conference, you, your organization/ association, and your representatives agree to the following terms and conditions. These terms and conditions will be strictly enforced and violators may be asked to leave the exhibition area.

AMENDMENTS: The exhibitor agrees that the 2017 Recovery Conference Organizers shall have the right to make such rules and regulations or changes in arrangements as it shall deem necessary, and to amend same from time to time. The conference facilitator shall have the final determination and enforcement of all rules, regulations, and conditions.

BOOTH ASSIGNMENT: The Recovery Conference Organizers do not guarantee any particular booth selection and reserves the right to exercise its sole discretion in the acceptance or refusal of applications for any reason, with or without cause. The final arrangement of booth space will be determined by the conference facilitator at his/her sole discretion.

SET-UP INFORMATION: Fire regulations require exhibitors to keep displays, products, signage, and any other materials within their booth limitations. If any of these items are found to be in aisle space, the exhibitor is liable for municipal fines and may be asked to dismantle their exhibit and leave. Exhibitors may not bring in additional tables. Additional tables are available with advance registration for a fee.

LIABILITY

Exhibitor assumes responsibility and hereby agrees to protect, indemnify, defend, and save the Recovery Conference Organizers and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof.

CANCELLATION OF SPACE: Cancellation of exhibit space must be in writing. Telephone cancellations will not be accepted. Full refunds will be made for exhibits cancelled before May 31, 2017. In no case will a refund be issued for a cancellation made after that date.

Kansas Consumer Advisory Council for Adult Mental Health, Inc. is committed to making programs accessible to people with disabilities. If you wish to volunteer information regarding any special assistance you may need, please contact Melissa Patrick at (316) 312-3479.

Kansas Consumer Advisory Council for Adult Mental Health, Inc. does not discriminate in its programs and activities on the basis of race, religion, color, national origin, gender, age, sexual orientation, marital status, political affiliation, status as a veteran or disability. The following person has been designated to handle inquiries regarding nondiscrimination policies: Melissa Patrick; telephone (316) 312-3479.



2017 Kansas Recovery Conference Exhibitor Registration June 13th & 14th, 2017



Name of Organization _____

Registration/Billing Contact _____ E-mail: _____

Name of Rep 1 staffing the display area _____ E-mail: _____

Name of Rep 2 staffing the display area _____ E-mail: _____

Mailing Address _____

City/State/Zip _____

Phone _____ Fax _____ Web _____

Total Tables registering for: _____ I need an electrical outlet: _____ yes _____ no

List any exhibitors you do not wish to be adjacent to: _____

I agree to abide by all Kansas Recovery Conference Exhibitor terms and conditions.

Exhibitor Opportunities

Option 1: Table Displays

Early Bird Rate (prior to May 10th)

_____ CRO (\$55) _____ Non-CRO (\$100)

After May 10th

_____ CRO (\$75) _____ Non-CRO (\$110)

Option 2 – Bag Inserts

Early Bird Rate (prior to May 10)

_____ \$50

After May 10

_____ \$70

How to register:

Registration forms can be found online on the CAC website at www.kansascac.org

Forms and payment should be mailed to:

Kansas CAC, 238 N. Mead, Wichita, KS 67202

Questions?

Contact Melissa Patrick at (316) 312-3479

Bag Inserts should be shipped to:

Kansas CAC

238 N. Mead

Wichita, KS 67202

Payment Information:

Total Due: \$ _____

Select payment method: Check MasterCard Visa American Express Discover

CC # _____ Expiration Date: _____

Security Code: _____ (3 digit code on back of card or 4 digits on front of American Express)

Name on Card: _____ Signature: _____