

Kansas Principals
Association (KPA)

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 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 51st Annual USA-Kansas Convention!

June 1-3, 2022

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.

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 51st Annual USA-Kansas Convention.

We have grown membership and increased convention participation over the last seven years. As such, we believe the time and resources utilized at the USA-Kansas Convention is very valuable. Responding to exhibitor feedback and in an attempt to return to some resemblance of normalcy post-Covid, we have once again established a designated and uninterrupted vendor time. The vendor session will run Wednesday, June 1st, from 4:00-7:00 P.M.

If you're looking 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 gift baskets, electronics, 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 be voting on your booths. Voting will take place in two categories “Most Creative/Innovative/Interactive Booth” AND “Best Swag/Prizes.” This is designed to encourage interaction with our vendors, plus gives vendors the opportunity to win discounts on next year’s event, including a HALF off booth space at the 2023 USA-KS Conference 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 with drinks/snacks because we know you are busy when the food comes out later on.

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

Company representative for mailing information

Email

Billing address

City

State

Zip

Are there any business's 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 June 1, 2022.

Exhibitors who register and pay by April 1, 2022, will be listed in the USA-Kansas convention program.

Exhibit Booth(s)	Early Bird Rate	Postmarked after 3/1/2022	Amount Due
First booth	\$700	\$750	_____
Add'l booths	\$325	\$350	_____
Affiliate Membership	\$100	\$100	_____
School Bus: Long (35'-42')	\$975	\$1075	_____
School Bus: Standard (25'-34')	\$775	\$825	_____
School Bus: Mini (24' or less)	\$575	\$625	_____
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		\$100	_____

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 7:15 p.m. on June 1, 2022. 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 700 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, 2022, to be included in the program.

Partner Sponsor - \$4,000

Opening Session – (Wednesday)

Grand Opening Vendor Area Reception (Wednesday)

Presidents Reception & Social Hour (Thursday Afternoon) - Sponsored by Jostens

Dueling Pianos Social Event (Thursday night) 2 Sponsors

Final General Session Breakfast (Friday)

- 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 convention sponsor in the program and on the USA-Kansas website
- Conference sponsor signage placed at booths during the vendor showcase

Gold Sponsor - \$2,500

Exhibit Hall Coffee Break (Wednesday)

Convention Meeting Coffee Breaks (Wednesday)

Technology and Audio Visual Equipment (Wednesday-Friday)

- 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 conference sponsor in the program and on the USA-Kansas website
- Conference 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 conference sponsor in the program and on the USA-Kansas website
- Conference 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 (Wednesday) | \$4,000 | ○ Exhibit Hall Coffee Break (Wednesday) | \$2,500 |
| ○ Vendor Area Reception (Wednesday) | \$4,000 | ○ Conv. Meeting Coffee Breaks (Thurs) | \$2,500 |
| ○ Presidents Reception & Social Hour (Thurs) | \$4,000 | ○ Technology/Audio Visual Equipment | \$2,500 |
| ○ Dueling Pianos Event (Thursday Evening) | \$4,000 | ○ General Conference Supporter | \$1,000 |
| ○ General Session Breakfast (Friday) | \$4,000 | | |

Show Hours. Location. and Move In

The 2022 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/booth in Expo Hall before setting up booths.

Wednesday June 1, 2022

School Bus move-in	9:00 a.m. - 11:00 a.m. (Times will be assigned by May 15, 2022)
Exhibitor set-up and registration	9:00 a.m. - 3:00 p.m.
Vendor Hospitality	2:30 p.m. – 3:30 p.m.
Grand opening reception (Expo Hall)	4:00 p.m. - 7:00 p.m.
Exhibitor move-out	7:00 p.m.

Booth and Bus Rates/Schedule of Fee - after March 1, 2022, the fees will increase.

Booth (10' x 10')	\$700 (first booth) and \$325 (each add'l)
School Bus: Long (35' - 42')	\$975
School Bus: Standard (25' - 34')	\$775
School Bus: Mini (24' or less)	\$575

All displays MUST be in their assigned space in the building before 3:00 p.m. on Wednesday, June 1, 2022.

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 May 2, 2022, according to the following criteria. Vendors will be notified no later than May 16, 2022, 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 May 27 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 May 27. 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 2022 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 2021 Convention Exhibitors

Midwest Bus Sales	ACT, Inc.	Kansas Department for	k12itc
Friends University	Fort Hays State	Aging and Disabilities	QBS
Horace Mann	University	Services	INA Alert Inc
Lifetouch	The Purchasing	Commercial Laundry	Heartland Seating, Inc.
Mahaney Group	Cooperative at	Sales & Service	Athco, LLC
TORSH	Greenbush	SpedTrack	A-LERT Roof Systems
Riggs Recreation	BBN ARCHITECTS INC	Piper Sandler	JE Dunn
Equipment, Inc.	Wray Roofing	Renaissance	
Johnson Controls	OFG Financial Services,	Universal Construction	
Audio Enhancement,	Inc	Company	
Inc	Trane	Globe Life Family	
Quantum Education	A.T.G.- Ram Industries,	Heritage Division	
Frontline Education	LLC	Sandifer Engineering &	
Achieve3000/Actively	Edgenuity	Controls	
Learn	KCAV + Scott Rice	Hutton	
Apptegy	Education	Hollis and Miller	
The Garland Company	ATS Facility Services	Architects	
Professional	Stifel, Nicolaus &	Raymond James -	
Engineering	Company, Inc.	Public Finance	
Consultants	HTK Architects	Kansas Academy of	
Mammoth Sports	Washington Roofing &	Mathematics & Science	
Construction	Insulation	DCS Services	
Boardworks Education	National Bus Sales Inc.	SOCS Website Solutions	
Network for Educator	Ion Wave Technologies,	& Filament Essential	
Effectiveness	Inc.	Services	
DotCom Therapy	American Fidelity	DLR Group	
Educational Design	VIRCO INC	Midwest Transit	
Solutions	Edmentum	Equipment, Inc.	
e-hallpass	Alloy Architecture	UV&S	
Benchmark, Inc.	Ameritime LLC	Cunningham	
KASB & Kansas Board	First Responder Ks	Recreation/GameTime	
Solutions	Strawbridge Studios,	Opaa! Food	
Emporia State	Inc.	Management	
University	Twotrees Technologies	Newkirk Novak	
World's Finest	Pur-O-Zone, Inc.	Construction Partners	
Chocolate	Turf Etc dba Synlawn	Energy Solutions	
Building Controls and	Daymark	Professionals	
Services, Inc.	Kansas Principals	Lunchtime Solutions,	
Baker University	Association	Inc.	
Savvas Learning	Voice Products	Musco Sports Lighting	
Company	McCownGordon	Credit Union of	
Duro-Last Roofing	Schneider Electric	America	
BetterLesson	Oklahoma LED	Safe Defend, LLC	
Lakeshore Learning	Reality U - The Pando	Mid-States School	
Materials	Initiative	Equipment Co Inc	
SJCF Architecture	incite Design Studio	TIPS - The Interlocal	
Kansas Athletic		Purchasing System	
Trainers' Society		VS AMERICA	

