

OAHPERD

Oklahoma Association for Health, Physical Education, Recreation and Dance

Exhibitors Fact Sheet

Oklahoma Association for Health, Physical Education, Recreation and Dance
October 8, 2010
NCED Conference Center, Norman, OK

Set-up Times: Friday, October 8 Begin at 7:30 a.m.
Exhibit Hours: Friday, October 8 8:00a.m. – 3:00 p.m.
Booth Includes: 5’X2’ table
Two chairs
Tablecloth
Vendor sign for table
Booth Rates:
Commercial Vendor : \$200
Not-for-profit Vendor: \$100.00

Application

Deadline: September 1, 2010

All applications must be accompanied by a check for the full amount in order to reserve an exhibit space. Please make sure your **check is made payable to OAHPERD**. Please mail all forms and payments to:

**Donna Cobb
1722 Kings Road
Edmond, OK 73013**

Refund Policy: Refunds will be made if a substitute exhibitor is available

No refunds will be made after September 30, 2010.

Registration Packet Inserts: **\$125.00** for flyers (max. 8 1/2 x 11 inch paper) or brochures. We would appreciate catalogues being displayed at your exhibit table. No catalogues for packets. Please provide 250 inserts and mail them to the above address no later than September 30, 2010. Items received after the September 30, 2010 date will not be included in attendee’s registration packets.

Any items that you need to ship directly to the NCED Conference Facilities Conference shipping information:
NCED - Conference Facilities
Attn: Jerome Porter/ OAHPERD Annual Convention
2801 State Hwy 9, East
Norman, OK 73071-1197

Please do not have them arrive earlier than September 30.

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Fall Conference Exhibitor Application

October 8, 2010
NCED Conference Center, Norman, OK

Application Deadline is September 1, 2010

Name of Company: _____

Address: _____
Street City State Zip

Contact Person: _____ Phone: _____

Email: _____

Name Tag Information: Name(s) of representatives at your exhibit

First name Last name Title

First name Last name Title

Exhibit Fees: Payable to OAHPERD

\$200 for Commercial Vendor
\$100 for Not-for-profit Vendors

Special Equipment Needs: Please provide the following information

___ Our exhibit **will** need an electrical outlet ___ Number of tables needed ___ Number of chairs

For NON-exhibitors - Registration Packet Inserts: \$125.00 Payable to OAHPERD.

We will provide an insert for attendees' registration packets to be received by September 30, 2010. Include 250 items. **PLEASE attach a sample** or a description of the insert (brochure, flyer, etc.) **NO CATALOGS**