

**2024 LASAFAP SPRING CONFERENCE
VENDOR REGISTRATION FORM**

SINGLE EXHIBIT SPACES ARE \$600.00 EACH

Exhibit fee of \$600.00 includes 1 table/exhibit booth space, two (2) vendor luncheon tickets for Wednesday, March 6, and two (2) luncheon passes to the **LASAFAP** member luncheon on Thursday, March 7. Times for both luncheon events will be included in the vendor registration material which vendors will pick up the morning of Wednesday, March 6, from 8:00-11:00 A.M. Vendors will be allowed to set up beginning at 8:00 A.M. on Wednesday, March 6, to be ready for display by 11:00 A.M. Overnight security will be provided for Wednesday night until Thursday morning. The exhibits should be disassembled by 5:00 P.M. on Thursday, March 7.

Persons or companies interested in exhibiting are asked to complete this form and submit it via email to knewsom@richland.k12.la.us .

FOR OUR VENDORS:

LASAFAP members will be provided with a digital brochure of attending vendors. **LASAFAP** members will be encouraged to stop at all vendor booths. Vendors may provide individual inducements to encourage **LASAFAP** member visits. As further encouragement for **LASAFAP** members to participate and visit more booths, each registrant will receive a vendor signature page with all vendors listed, and each vendor will sign his/her initials following a visit from a **LASAFAP** member. A prize will be given following a drawing of all members who visited a minimum of 80% of vendors. The drawing will be held on Friday, March 8.

VENDOR CARNIVAL

On March 6, we will once again hold the **VENDOR CARNIVAL** to encourage booth visitation. Vendors are asked to host simple "carnival" style games at their booths. Vendors may offer winners small promotional prizes of their choice. We are continuing our Olympic theme for the spring conference: "Let the Games Continue: Lighting the Federal Programs Torch"

As a further incentive to encourage attendance, all donated **vendor door prizes will be awarded during the Vendor Carnival.**

VENDOR INFORMATION: (* = required information)

*COMPANY NAME:

*ADDRESS:

*PHONE NUMBER and EMAIL ADDRESS:

*NUMBER OF REPRESENTATIVES ATTENDING CONFERENCE:

*NAMES AND EMAIL ADDRESSES OF REPRESENTATIVES ATTENDING:

*NUMBER OF BOOTHS:

*NUMBER OF ANY ADDITIONAL TICKETS NEEDED @\$35.00 EACH:

*AMOUNT ENCLOSED:

*CHECK #:

*ELECTRICITY NEEDED: (PLEASE SELECT ONE) YES NO

PLEASE MAKE CHECKS PAYABLE TO *LASAFAP* AND SEND WITH THIS FORM TO THE FOLLOWING ADDRESS: WE ARE NOT SET UP FOR CREDIT CARD PAYMENTS

***LASAFAP*
ATTENTION: CHRISTY HENDRIX
411 FOSTER STREET
RAYVILLE, LA 71269**

*IF YOU WOULD LIKE TO BECOME A SPONSOR FOR THE EVENT, PLEASE INDICATE THE LEVEL OF YOUR CHOICE:

- BRONZE (\$1,500)
(provides: 2 booth spaces, preferred booth location, signage, lunch tickets for up to 3 reps)
- SILVER (\$2,500)
(provides: 2 booth spaces, preferred booth location, signage, verbal recognition at the Thursday lunchtime business meeting, and lunch tickets for up to 4 reps)
- BREAK SPONSOR (\$3,000)
(provides: 2 booth spaces, preferred booth location, signage, verbal recognition prior to the sponsored break, and lunch tickets for up to 4 reps) A Break Sponsorship may be shared by 2 vendors.
- GOLD (\$5,000)
(provides: 3 booth spaces, preferred booth location, signage, opportunity to address attendees at the Thursday lunchtime business meeting, and lunch tickets for up to 5 reps)
- PLATINUM = SPONSORSHIP OF THE PRESIDENT'S SOCIAL (\$10,000)
(provides: Up to 4 booth spaces, preferred booth location, signage, opportunity to address attendees at the President's Social and lunch tickets for up to 6 reps)
The President's Social sponsorship may be shared by 2 vendors.
*Any vendor(s) interested in sponsoring the President's Social please contact Ken Newsom directly for more information.

I WOULD LIKE TO PROVIDE A VENDOR DOOR PRIZE.

*Vendor Door Prizes will be awarded during the VENDOR CARNIVAL

IMPORTANT!! Please provide a brief description of your product or service so that it can be included in the digital conference brochure that is available to participants: