

AdAgrA 2018 Conference Exhibitors Information

Who may exhibit:

1. Someone involved in Agriculture: farming, teaching, consulting, selling agricultural tools, seeds & equipment, etc.
2. Someone involved in Education: schools that have farms and follow organic, non GMO practices, ministries that promote “True Education,” ministries that promote healthy lifestyles, etc.
- 3 . Someone involved in promoting the Country Living Message: structures and equipment, alternative energy, , self sufficiency, homesteading, etc.
4. Young Entrepreneurs: young people (**5yrs old to 20yrs old**) that have a home business, (eg: maple syrup making, granola making, soap making, making cards, aprons, garden signs, etc.)
5. All Exhibitors must be registered for the AdAgrA 2018 Conference.

Exhibitor Registration:

- To register as an exhibitor, please read all information and the Exhibitor's Agreement carefully.
- Fill out and submit the Exhibitor's Application Form completely. This can be done two ways:
 1. Open document digitally (using computer/tablet/or smartphone) and type in required information. Sign digitally. Save document and then email as an attachment to Vivien Seiler at address provided on form.
 2. Print document, fill in by hand (please print clearly), and sign. Scan the completed form and save as a PDF document. Email PDF as attachment to Vivien Seiler at the address provided on the form.
- When your application has been accepted (usually within 1 week of our receipt of your application), you will be notified of the process to make the fee payment. **DO NOT** send payment until you have this information.

Exhibitors Fee (not due till application has been accepted):

Businesses: \$150

Ministries: \$100

Young Entrepreneurs: \$50

Cancellation Policy:

Registration cancellations made by November 1, 2017 will receive 100% credit toward the next year's convention.

Cancellations made after January 1, 2017 and prior to the convention will receive 50% credit toward the next year's convention.

No refunds will be made for any cancellations.

Booth Package Description:

One skirted 8' display table is included in your booth registration. Booth size is 8' wide with no dividers. There is no carpet.

Due to space constraints, we will have all exhibit tables on the perimeter of the meeting hall. Since we can't close it down, we will provide a plastic tablecloth to cover your products when you are not there.

Important Dates:

Exhibitor Setup -	Tuesday, January 23, 2018 3:00 PM
Exhibits Open -	Wednesday 6:00pm-6:45pm
(tentative)	Thursday 1:45pm-3:45pm and 6:00-6:45pm
	Friday 3:00-5:00 pm
	Saturday 8:30pm-10:30pm
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Force Time -	Saturday night 11:00pm

Inbound Shipping Information:

If you are shipping anything to this event, you need to ship to:

Riverbend Retreat Center
Attn: AdAgrA Exhibit/Vivian Seiler
1232-C County Road. 411B
Glen Rose, TX 76043

Outbound Shipping Information:

AdAgrA Exhibit Services, *DOES NOT ARRANGE THE OUTBOUND SHIPPING OR PICKUP OF YOUR FREIGHT.*

If you are using a "Discount Carrier" such as FedEx or UPS for your outbound freight, be advised, they won't be coming Saturday night to pick up. Please take your material with you. The Exhibit Area must be clear by 11:00 PM. Saturday night. We must be out of the Gym Saturday night. Once we lock the building we have no more access.

AdAgrA 2018 Conference Exhibitor's Agreement

By registering as an exhibitor, you agree to the following:

1. We understand that solicitation of financial donations is limited to the exhibit hall.
2. We agree not to engage in commercial or secular activities during Sabbath hours.
3. We will promote a positive and supportive position toward AdAgrA and the Seventh-day Adventist Church.
4. We understand that distribution of any approved promotional material is limited to the exhibit hall.
5. We understand that AdAgrA approval of our exhibitor application is not an endorsement of our product(s) or service(s).
6. We understand that AdAgrA is not responsible for damage or loss to our exhibit or belongings.
7. We have read and agree to the AdAgrA Cancellation Policy (see above).
8. We will not serve food or drink samples at the convention without obtaining prior approval.
9. Each exhibiting organization must register separately for booth space. An organization MAY NOT register for more than one space and share that space with other non--registered organizations. Non-registered exhibitors WILL NOT be permitted in the Exhibit Area.
10. Demonstration Guidelines - As a matter of safety and courtesy to others, exhibitors should conduct sales presentations and product demonstrations in a manner which assures all exhibitor personnel are within the contracted exhibit space and not encroaching on the aisle or neighboring exhibits. Special caution should be taken when demonstrating machinery or equipment that has moving parts, or any product that is otherwise potentially dangerous. Exhibitors should establish a minimum setback of three feet (3') and/or install hazard barriers as necessary to prevent accidental injury to others.

AdAgrA 2018 Conference Exhibitors Application

First Name: _____ Last Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Organization: _____

Email: _____ Cell Phone: _____

First Time Attending: Yes No

Describe your organization/ministry/business: (include materials to give/sell): _____

Will you need an electrical outlet: Yes No

(There are some electrical plugs but no guarantee that your booth will have it.)

We have read and agree with all exhibitor information, requirements, and the exhibitor's agreement (see previous page), and agree to comply.

Exhibitor Signature

Please submit this form via email to: adagra.logistics@gmail.com

Any questions? Contact Vivian Seiler by phone at 580-618-1091