

EXHIBITOR PACKET



30TH ANNIVERSARY 2020 Virtual ACE of Florida Conference Registration OCTOBER 5 - 8, 2020

IMPORTANT DATES

ACE Conference: October 5-8, 2020

Exhibit Dates: October 5-7, 2020

DEADLINES

**Exhibitor –
“Call for Presenter”:** September 4, 2020

**Exhibit Booth
Application:** September 4, 2020

Payment: September 18, 2020

Cancellation: September 25, 2020

EXHIBITOR DEADLINES, DATES, TIMES & FEES

Exhibitor Booth Applications are due on **September 4, 2020**. Please complete the application form in this packet and return the original, along with payment, to:

ACE of Florida
912 S. Martin Luther King, Jr. Blvd.
Tallahassee, FL 32301
or email ashley@aceofflorida.org

Make checks payable to:
ACE of Florida Foundation

Exhibit Hall Hours during the Conference:

Monday, October 5 12:00 p.m. – 3:00 p.m.

Tuesday, October 6 11:00 a.m. – 4:00 p.m.

Wednesday, October 7 10:00 a.m. – 3:00 p.m.



912 S. Martin Luther King, Jr. Blvd. / Tallahassee, FL 32301
ATTN: Ashley Olevitch
Phone: (850) 222-2233 / Fax: (850) 222-0133
Email: ashley@aceofflorida.org

One of the highlights of the ACE Conference is the exhibits. Where else can you showcase your products and services to 400-500 of Florida's adult and community educators, administrators, business partners, state education officials and volunteers in the field but at the ACE Conference. Our conferees look forward to talking with you about the products you offer that will help their students achieve success.

Our exhibitors are invited to submit one presentation proposal as one of the Conference breakout sessions. To be considered as a presenter, you must purchase an exhibit booth. Presentations by exhibitors will be labeled as such in the virtual lobby. **ACE Conference sessions are determined by the conference committee and are not guaranteed.** Registering for an exhibit booth does not guarantee a session during the conference. Special consideration is given to Conference sponsors.

VIRTUAL EXHIBIT FEE:

ACE Member Exhibit Fee\$500.00
(For Company/Representative that is an ACE Member)

Non-member Exhibit Fee.....\$750.00
(For company/representative that is not an ACE Member)

Additional representatives may be added at no charge.

Exhibitor Information

VIRTUAL EXHIBIT BOOTH

This year ACE will have virtual exhibit booths directly in the Virtual ACE Conference Platform. There will be dedicated blocks of times where all booths will be open. Your virtual booth will give you the opportunity to speak via video chat, directly to attendees in the conference platform. You are encouraged to offer incentives to attendees for visiting your booth, which ACE will advertise at no cost. Each virtual exhibit booth will have the names and contact information of all representatives registered, along with links to resources or materials that you want included.

SPONSORSHIP OPPORTUNITIES

There are many sponsorship opportunities. All sponsors will have the opportunity to speak to the audience at their sponsored event, social media sponsor recognition, recognition on the Virtual Platform, and name and logo displayed during the sponsored event. See the Conference Sponsorship Package Options for more information.

CANCELLATION/REFUNDS

To cancel your exhibit reservation, ACE must receive a written notice by September 25, 2020. After this date, all cancellations are non-refundable.

EXHIBITOR ELIGIBILITY

ACE of Florida, Inc. reserves the right to determine the eligibility of any company for inclusion in the conference and reserves the right to reject, affect or prohibit any exhibit in whole or in part, or any exhibitor or his/her representative. No refund will be made as a result of the removal.

EXHIBIT CONTRACT

The exhibitor agrees to indemnify and hold harmless ACE of Florida, Inc., the ACE Exhibits Committee, the ACE Conference and official conference service contractors for any claim arising out of acts of negligence of exhibitors, their agents or employees. Each exhibitor must keep at least one representative in his/her virtual booth during all show hours.

LIABILITY

The exhibitor agrees to make no claim for any reason against ACE of Florida, Inc., the ACE Exhibits Committee, the ACE Conference and any contractors for loss, theft, damage or destruction of goods, nor for any damage to his/her business by reason of the exhibit; nor for any injury to himself/herself or employees; nor for any action of any nature of the Conference, or its' members, officers, committee, agents or employees.

Exhibitor Application

PLEASE PRINT CLEARLY

Company Name _____

Company address _____

Company name that appears on check for invoicing (if different from above) _____

Company Conference Contact _____

Billing Address: _____ City/State/Zip _____

Telephone Number: _____ Email: _____

OFFICIAL Representative Attending / Title: _____

Telephone Number: _____ Email: _____

Billing Address: _____ City/State/Zip _____

_____ ACE Member Exhibit Fee @ \$500.00 each (for Company/Representative that is an ACE Member)	=	\$ _____
_____ Non-Member Exhibit Fee @ \$750.00 each (for Company/Representative that is not an ACE Member)	=	\$ _____
Sponsorship Item _____	=	\$ _____
GRAND TOTAL	=	\$ _____

PLEASE ATTACH A BRIEF DESCRIPTION OF EXHIBIT
(LIMIT TO 50 WORDS)

We agree to abide by the exhibit rules outlined by ACE of Florida, Inc. and to all conditions under which the exhibit space is leased to the association. Said exhibit rules and conditions become a part of this contract.

Authorized Signature _____ Date: _____

Please Print or Type Name as it appears on the credit card: _____

Email Address (where confirmation will be sent): _____

Credit Card Billing Address: _____

Credit Card Billing City/State/Zip Code: _____

Method of payment: ☐ Check ☐ Credit Card

*Credit Card # _____ Exp Date: _____ Security Code: _____

***YOU MAY CALL IN PAYMENT INFORMATION TO LEIGH ANN, 850.222.2233**

Retain a copy of this contract and return the original via email, fax or mail. Make checks payable to: ACE of Florida Foundation, Inc., 912 S. Martin Luther King, Jr. Blvd., Tallahassee, FL 32301 ATTN: Ashley Olevitch email: ashley@aceofflorida.org Phone: (850) 222-2233 Fax: (850) 222-0133.

Additional Representative (no additional fee) Name: _____

Title: _____ Email: _____

Additional Representative (no additional fee) Name: _____

Title: _____ Email: _____

Additional Representative (no additional fee) Name: _____

Title: _____ Email: _____

Conference Sponsorship Package Options

All sponsors will receive recognition during the Opening General Session, end of conference appreciation at the ACE Awards Ceremony, company name on conference signage at sponsored event, an opportunity to speak at sponsored event and recognition on the ACE Conference Virtual Platform.

Sponsorship levels are listed below:

DIAMOND	\$10,000+
PLATINUM	\$6,000 - \$9,999
GOLD	\$4,000 - \$5,999
SILVER	\$2,000 - \$3,999
BRONZE	\$ 300 - \$1,999

Diamond Sponsor

Receive "Official Sponsor" status on all ACE Conference correspondence, company logo on conference advertising, complimentary six month advertising page link on the ACE website, one breakout session at the conference, complimentary ACE Conference registration, an official "Thank You" on the virtual platform, and ACE Alert announcing them as "Official Sponsor" of the Conference.

Platinum Sponsor

Complimentary ACE Conference registration, one breakout session at the conference, and complimentary two month advertising page link on the ACE website.

Gold Sponsor

Complimentary two month advertising page link on the ACE Website.

Event	Sponsorship Contribution	Amount
Attendee Gift Package		\$4,000
Registration and Reminder Emails		\$3,000
Opening Session Keynote		\$3,000
Awards/Closing Session Keynote		\$2,500
Symposium Landing Page		\$2,000
Student Success Stories		\$1,000
Banner Ad	\$300 per banner ad	

SPONSORSHIP DESCRIPTIONS

Attendee Gift Package – a branded gift package for all attendees. This will include a note thanking the sponsor and the sponsor logo on the box. These gift packages will be mailed directly to each registered attendee before the conference.

Registration and Reminder Emails – opportunity for sponsor to have their logo or ad, with webpage link embedded, and acknowledgement of sponsorship on any and all email communication regarding the ACE Conference to over 900 people, 3-6 times per week, totaling over 4,000 impressions.

Opening Session Keynote – opportunity to speak for 5 minutes to all attendees and introduce the Keynote Speaker, and the opportunity for a complimentary banner ad displayed during the keynote session.

Symposium Landing Page – opportunity for sponsor to have their logo, with webpage link embedded, prominently placed on the Conference landing page for all attendees and visitors to see.

Awards/Closing Session Keynote – opportunity to speak for 5 minutes to all attendees and introduce the Closing Keynote Speaker, and the opportunity for a complimentary banner ad displayed during the keynote session.

Student Success Stories – opportunity to speak for 3 minutes to all attendees before the presentation of the Student Success Stories during the Opening General Session. This sponsorship helps provide Student Success Story winners with a monetary gift recognizing them for their hard work and success.

Banner Ad – a 985 x 80 pixel ad, prominently placed on the live video feed of a standard conference session.

BANNER AD SPECIFICATIONS:

985 x 80 pixels - Rate \$300 per banner

ACCEPTABLE FORMATS:

JPG: Photoshop CS3; Resolution: 300dpi

Artwork Submission Deadline: September 18, 2020

Email artwork to Ashley Olevitch - ashley@aceofflorida.org

TENTATIVE EXHIBITOR SCHEDULE

Exhibit Hall Hours

Monday, October 5	12:00 pm – 3:00 pm
Tuesday, October 6	11:00 am – 4:00 pm
Wednesday, October 7	10:00 am – 3:00 pm

