



MISSISSIPPI ASSOCIATION FOR CAREER AND TECHNICAL EDUCATION

**2018 SUMMER CONFERENCE TRADE SHOW PROSPECTUS
JACKSON CONVENTION COMPLEX
103 EAST PASCAGOULA STREET
JACKSON, MISSISSIPPI**

SHOW SET-UP:

*JULY 24, 2018
1:00 P.M. – 4:30 P.M.*

SHOW DATES:

*JULY 25, 2018
8:00 A.M. -- 4:30 P.M.
JULY 26, 2018
8:00 A.M. – 12:00 P.M.*

YOUR INVITATION

The Mississippi Association for Career and Technical Education invites you to exhibit at the Annual State Career/Technical Conference and Trade Show to be held July 25 through July 27, 2018, at the Jackson Convention Complex in Jackson, Mississippi. The Mississippi ACTE Association is hosting a conference for all career/technical teachers, administrators, tech-prep personnel, and school to work and job training counselors from the middle school through post secondary education. In addition, academic teachers in certain areas may also attend the conference. The career/technical areas represented are agriculture, administration, business education, marketing education, guidance, health occupations, family and consumer science, engineering and technology education, trade and industrial education, student services, career pathways, tech prep, and adult education.

EXHIBIT TIME AND DATE

The Trade Show will be held on Wednesday, July 25 from 8:00 a.m. until 4:30 p.m. and Thursday, July 26 from 8:00 a.m. until noon. Set-up times are listed above.

EXHIBIT SPACE AND COST

All exhibits will be located in the Jackson Convention Complex. Attractive decorations will be used to enhance the quality of the show. Exhibit space per booth is 10 feet wide by 8 feet deep. Each space is furnished with a skirted table. The space also includes two chairs. There are three levels of vendor sponsorship:

Bronze	\$ 500
Silver	\$ 750
Gold	\$1,000

There will be recognition in the program for your level of sponsorship. In addition, the higher levels will be assigned booths at the front of the vendor hall. In addition, if you would like to be considered as a presenter at one of the break-out sessions, please submit your proposal by March 21 to ensure a place on the program. You can access the Call for Presenters form at <https://www.surveymonkey.com/r/MSACTE2018CFP>.

IMPORTANT DEADLINE

Individuals wishing to exhibit at the Trade Show should complete the Exhibitor's Contract and return it no later than ***May 1, 2018***. Payment should accompany the contract. Please reserve your booth as soon as possible to ensure availability.

WHERE TO GET MORE INFORMATION

All questions concerning the Trade Show should be addressed to Linda Bath, MS ACTE Trade Show Coordinator, Post Office Box 85, Raymond, MS 39154; telephone: 601.857.5763, fax: 601.857.2907, or email address: edofmsacte@aol.com.

ADDITIONAL EXHIBIT DETAILS

No walls, partitions, signs or decorations may be erected which will interfere with the general view or with other exhibits.

HOW TO RESERVE SPACE

Use the Exhibitor Contract to reserve exhibit space. Payment should accompany the completed Exhibitor Contract. Inclusion in the exhibitor's directory cannot be guaranteed if the contract is received after May 1. Please provide complete information on the Exhibitor Contract. MS ACTE, confirming the availability of exhibit space, will return a copy of the signed contract. Booth assignments will be furnished upon arrival at the Trade Show.

LIABILITY

Neither MS ACTE nor any of its officers, staff members or conference committee members will be responsible for any injury, loss or damage that may occur to the exhibitor or to the exhibitor's contract. MS ACTE will exercise reasonable care for the protection of materials and displays; however, the exhibitor expressly releases the foregoing named association, individuals, committee members and firms from any and all claims for such loss.

CONTRACT

The information contained in this prospectus is considered part of the Exhibitor Contract for the Trade Show. No refunds are made for cancellations after June 15, 2018.