An Invitation to Exhibit at the

2010 Kansas Recovery Conference

Honoring Our Past, Celebrating Our Present, Creating Our Future

June 15—17, 2010

Century II Convention Center

Wichita, Kansas
WHY EXHIBIT AT THE 2010 KANSAS RECOVERY CONFERENCE?

The Kansas Recovery Conference attracts more than 700 mental health consumers and professionals from across the state.

EXHIBITOR OPTIONS

Option 1 - Table displays
Early Bird Rate (prior to May 1)
$20 per table
After May 1
$40 per table
- 6’ draped table(s), two chairs, and table tent
- Listing of company/organization name, service and/or product information, and contact information in attendee conference materials (by April 1 to be included in the program)
- One Conference Registration

Option 2 - Floor displays
Early Bird Rate (prior to May 1)
$30
After May 1
$60
- Space measures 12 x 12 and includes:
  - One 6’ draped table, two chairs, and table tent
  - Area for display racks
  - Listing of company name, service and/or product information, and contact information in attendee conference materials (by April 1 to be included in the program)
  - One Conference Registration

Option 3 - Bag Inserts
Early Bird Rate (prior to May 1)
Registration Fee: $20
After May 1
Registration Fee: $40
You can still participate in the 2010 Recovery Conference if you are unable to attend in person. Ship your information and/or product samples to us for inclusion in the conference participants bags. Registration fee must be paid in full to participate. Information must be received NO LATER THAN Friday, June 4, 2010 (Cost of shipping is your responsibility.)

Bag Inserts should be shipped to:
WSU-University Conference Office
5015 E. 29th St N., Door C,
Wichita, KS 67220.
HOW TO RESERVE YOUR SPOT

To reserve your place at the 2010 Kansas Recovery Conference, complete the Exhibitor Registration and return it to Wichita State University – Office of University Conferences, 1845 Fairmount, Campus Box 136, Wichita, KS 67260-0136 along with your exhibit fees or register online at: http://www.wichita.edu/conferences

ASSIGNMENT OF SPACE

The 2010 Exhibit Area is in the downstairs connecting lobby. Each booth consists of one 6’ draped table and two chairs. Additional tables are $20 each and must be pre-registered and paid for in advance. **Exhibitors may not bring their own tables.** There are no physical dividers between booths. The exhibit area **will not** be secure. We encourage you to take valuable items with you when you leave your booth. Limited electrical outlets are available. If you need an electrical outlet, you must indicate that on your registration form. You are responsible for bringing your own extension cord. Requests for electrical outlets will be filled on a first come, first served basis.

EXHIBIT HOURS

**Tuesday, June 15, 2010**
Setup – 10:00 – Noon
Exhibits Open – Noon – 5:00 PM

**Wednesday, June 16, 2010**
Exhibits Open – 8:00 AM – 5:00 PM

**Thursday, June 17, 2010**
Exhibits Open—8:00—Noon

INTERNET ACCESS

Wireless internet access is available in the exhibit area for no extra charge.

CONFERENCE LOCATION

Century II Convention Center
225 W. Douglas
Wichita, Kansas 67202
TERMS AND CONDITIONS

By participating as an exhibitor in the 2010 Recovery Conference, you, your organization/association, and your representatives agree to the following terms and conditions. These terms and conditions will be strictly enforced and violators may be asked to leave the exhibition area.

AMENDMENTS: The exhibitor agrees that the 2010 Recovery Conference Organizers shall have the right to make such rules and regulations or changes in arrangements as it shall deem necessary, and to amend same from time to time. The conference facilitator shall have the final determination and enforcement of all rules, regulations, and conditions.

BOOTH ASSIGNMENT: The Recovery Conference Organizers do not guarantee any particular booth selection and reserves the right to exercise its sole discretion in the acceptance or refusal of applications for any reason, with or without cause. The final arrangement of booth space will be determined by the conference facilitator at his/her sole discretion.

SET-UP INFORMATION: Fire regulations require exhibitors to keep displays, products, signage, and any other materials within their booth limitations. If any of these items are found to be in aisle space, the exhibitor is liable for municipal fines and may be asked to dismantle their exhibit and leave. Exhibitors may not bring in additional tables. Additional tables are available with advance registration for a fee.

LIABILITY
Exhibitor assumes responsibility and hereby agrees to protect, indemnify, defend, and save the Recovery Conference Organizers and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of or caused by Exhibitor’s installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof.

CANCELLATION OF SPACE: Cancellation of exhibit space must be in writing. Telephone cancellations will not be accepted. Full refunds will be made for exhibits cancelled before June 11, 2010. In no case will a refund be issued for a cancellation made after that date.
2010 Kansas Recovery Conference
Exhibitor Registration

June 15—17, 2010

Wichita State University – Office of University Conferences, 1845 Fairmount, Campus Box 136, Wichita, KS 67260-0136
316-978-6493; Fax: 316-978-3064; Web: www.wichita.edu/conferences E-mail: jana.woods@wichita.edu
Federal Tax Id: 48-6029925

Name of Organization____________________________________________________________________________________

Registration/Billing Contact _________________________________________________ E-mail:_______________________
Name of Rep 1 staffing the display area ________________________________________ E-mail:_______________________
Name of Rep 2 staffing the display area ________________________________________ E-mail:_______________________

Mailing Address________________________________________________________________________________________
City/State/Zip __________________________________________________________________________________________
Phone _____________________________ Fax __________________________  Web ________________________________

Total Tables registering for: __________ I need an electrical outlet: _______ yes _______ no

List any exhibitors you do not wish to be adjacent to: __________________________________________________________

☐ I agree to abide by all Kansas Recovery Conference Exhibitor terms and conditions.

Exhibitor Opportunities
Option 1 – Table Displays
Early Bird Rate (prior to May 1) $20 first table, $20 each additional table
After May 1 $40 first table, $40 each additional table

Option 2 – Floor Displays
Early Bird Rate (prior to May 1) $30
After May 1 $60

Option 3 – Bag Inserts
Early Bird Rate (prior to May 1) After May 1
$20 $40

Payment Information:
Total Due: $__________  ☐ Check  ☐ MasterCard  ☐ Visa  ☐ American Express  ☐ Discover
CC # ___________________________________________________________ Expiration Date: _______________________
Security Code:______________
(3 digit code on back of card or 4 digits on front of American Express)

Name on Card: ___________________________  Signature: ___________________________

How to register:
On-line at: www.wichita.edu/conferences
By Fax: 316-978-3064
Mail:  WSU – Office of University Conferences
1845 Fairmount, Campus Box 136
Wichita, KS 67260-0136

Questions?
Contact Jana E. Woods at 316-978-6493

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