

# Building Bridges for Success

November 15-16, 2012 :: Sheraton Greensboro Hotel | Koury Convention Center | Greensboro, NC



## Exhibitor Registration Information

### PROSPECTIVE EXHIBITOR

You are invited to the exhibition at **North Carolina's 62<sup>nd</sup> Conference on Exceptional Children**, November 15-16, 2012, at the Koury Convention Center/Sheraton Four Seasons Hotel in Greensboro, NC.

The conference emphasizes educational services and programs for exceptional children and youth ages 3-21. Areas of exceptionality include preschool and school age children with mental, physical and emotional disabilities and academic or intellectual gifts.

Approximately 3,000 attendees are expected this year. This is a wonderful opportunity for you to display "what's new" in educational materials to teachers, administrators, related service personnel and parents. Typically, the majority of attendees are special education teachers.

### EXHIBIT INFORMATION

Exhibits are limited to 85 booths. General merchandise booths (non-education related materials) are limited.

Registered exhibitors will be listed on the Exhibition website. A confirmation letter will be e-mailed to registrants verifying receipt of registration and additional information by September 28, 2012. Registrant will be notified if registration is not accepted. Refund of the registration fee will be processed after the conference.

### LOCATION:

**Koury Convention Center/Sheraton Greensboro Hotel**  
3121 High Point Road, Greensboro, NC

### SETUP:

**Wednesday, November 14, 2012 1:00 PM – 8:00 PM**

*\*\* Exhibits must be in place by 7:30 am on Thursday morning.*

*\*\* NCDPI reserves the right to release vacant booth space.*

*\*\* No equipment is to be used that will interfere with adjacent booths.*

### TAKEDOWN:

**Friday, November 16, 2012 12:00 PM – 3:00 PM**

### SHOWING:

**Thursday, November 15, 2012 7:30 AM – 5:30 PM**

**Friday, November 16, 2012 7:30 AM – 12:00 PM**

*\*\* Booths are located in an open area and must be manned.*

### SECURITY:

**Wednesday, November 14, 2012 9:00 PM – 7:30 AM**

**Thursday, November 15, 2012 5:30 PM – 7:30 AM**

*\*\* Service is subject to change. NCDPI assumes no responsibility in the event of theft or other display damage.*

### EXHIBITION WEBSITE:

**<http://ec.ncpublicschools.gov/conferences-profdev/annual-conference>**

## THURSDAY, NOVEMBER 15, 2012

7:00 AM – 7:30 AM	Exhibit Registration
7:30 AM – 5:30 PM	Exhibition
7:30 AM – 8:30 AM	Exhibitor Connections/ Breakfast
8:30 AM – 9:30 AM	Best Practice Update Sessions
9:30 AM – 10:00 AM	Exhibitor Connections
10:00 AM – 11:30 AM	Plenary Session
11:30 AM – 1:00 PM	Exhibitor Connections/Lunch
1:00 PM – 2:30 PM	Instructional Sessions
2:30 PM – 3:00 PM	Exhibitor Connections
3:00 PM – 4:30 PM	Instructional Sessions
4:30 PM – 5:30 PM	Exhibitor Connections

## FRIDAY, NOVEMBER 16, 2012

7:30 AM – 2:45 PM	Exhibition
7:30 AM – 8:30 AM	Exhibitor Connections/ Breakfast
8:30 AM – 10:00 AM	Instructional Sessions
10:00 AM – 10:45 AM	Exhibitor Connections
10:45 AM – 12:15 PM	Instructional Sessions
10:45 AM – 12:00 PM	Exhibitor Connections

Sites for private demonstrations/presentations are not available. Special times, Exhibitor Connections, are built in the conference schedule to promote viewing of the exhibits. Daily breakfast and snacks for attendees and vendors will be served in the exhibit area.

## EXHIBITOR GUIDELINES

- The Exceptional Children Division maintains the right to assign the booth space of each exhibitor according to the needs of the conference.
- The Exceptional Children Division reserves the right to screen and monitor the exhibitors during the conference.
- Anyone needing electricity will be placed in the main pre-function area against the wall. There are a limited number of booths that can have electrical hook up and must be requested before the conference.
- If payments for the exhibitor's booth are not made in a timely manner, no invitation will be issued the following year.

## CONTACT INFORMATION

### EXHIBITORS COMMITTEE:

#### **Bobbie Grammer, Chairperson**

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#### **Claire Greer, Co-chair**

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#### **Deanna W. Steed, Assistant**

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VISIT THE CONFERENCE WEBSITE FOR ADDITIONAL INFORMATION

<http://ec.ncpublicschools.gov/conferences-profdev/annual-conference>

