

2025 TRADE SHOW



January 23, 2025 | Columbia Metropolitan Convention Center

Theme

We are... SCSAE! Let's get the word out so that all know who we are and the great benefits we have to offer.

Booth Information

<u>Cost of Booth Space</u>	<u>Member</u>	<u>Non-Member</u>	<u>After 12/2/24</u>
Standard Exhibit Booth	\$475	\$675	\$575 (member) \$775 (non-member)
Table Top	\$150	\$250	\$250 (member) \$350 (non-member)
Palmetto Partners	included with sponsorship		

Standard Booths include 10 x 10 space, sign bearing name of the exhibitor, one 6' table with 2 chairs. Tradeshow floor is carpeted.

Table Top exhibits are available only to hotel properties with less than 50 rooms, event venues or suppliers. Each include one round, draped high top table with 2 chairs.

All booths and table top exhibits include TWO representatives. Any additional representatives can be purchased for \$50/person.

Configuration:

- Exhibit booths will be in a straight line around the perimeter of the room and many not exceed 8' in rear height. Palmetto Partners will be segregated in a premier location in the center of the room.
- Height is restricted to 8' including balloons used as decorations.
- Line of sight limitations: Exhibits must be constructed so as not to obstruct the view of adjoining booths. In addition, no signs, banners, or archways over the aisles will be permitted.
- Electricity can be ordered directly through the Columbia Metropolitan Convention Center.

Registration Deadline:

- Early Bird deadline ends December 2, 2024. Prices will increase after this date (see above).

Cancellation:

- Cancellations received before December 30, 2024, will receive a 50% refund and must be received in writing.
- NO refunds will be issued after December 30, 2024, unless SCSAE is able to resell the space.

Door Prizes and Contest:

- Each exhibitor will have the opportunity to give away a door prize. If you would like to donate a door prize to be given out during the trade show, please note that on your registration.
- All prizes will be drawn 30 minutes from the end of show. Attendee must be present to win.
- A representative from each booth will be able to come to the stage and draw from their names collected and select a winner and give them their prize.
- Awards will be given to the Best Booth with 1st and 2nd place runner ups. Winners will be based on best use of theme, decorations, costumes and interaction with attendees.
- Awards will be announced at the conclusion of the trade show.

Trade Show Schedule **Thursday, January 23, 2025**

11am – 1pm	Exhibitor Set Up
12:00pm	Registration opens for lunch
12:30pm - 1:30 pm	Lunch and Learn (attendees will get early access to trade show at 1:30pm)
2:00pm – 4:00 pm	Trade Show Open
4:00pm – 5:00 pm	Happy Hour
5:00pm – 6:00pm	Exhibitor Breakdown (no early breakdown will be allowed)