

**2020 PA APCO Annual Conference  
April 19th through 22th, 2020  
Eden Resort and Suites, 222 Eden Rd., Lancaster PA**

**Exhibitor Information:**

**Exhibits Open: Tuesday, April 21th (10:00 am - 6:30 pm) \*ONE DAY ONLY\***

**Tuesday: Exhibitors set-up (7:00 am – 9:30 am only)**

Continental Breakfast on Tuesday will be in the Pre-Function Area. Vendors are invited, please indicate # attending if you will be having breakfast on Tuesday, so we can get an accurate food count.

**Tuesday: Exhibitor Schedule:**

- 7:00 am – 9:30 am – Vendors set up booths
- 10:00 am – 11:00 am - Morning break in the Courtyard
- 12:00 pm – 2:00 pm – Lunch in the Courtyard
- 2:45 pm – 3:15 pm – Afternoon break in the Courtyard
- 4:30 pm – 6:30 pm – Vendor Reception and Awards in the Courtyard
- **BOOTHS MUST BE TAKEN DOWN TUESDAY NIGHT - NO EXCEPTIONS**

**Cost: \$775 per 8' x 10' booth**

**Includes:**

- 2 Conference registrations additional registrations may be purchased)
  1. \$80 each for the Full Conference
  2. \$25 each for the Vendor Floor Only
- Logo and hyperlink on [www.paapco.org](http://www.paapco.org) conference page
- Exhibits-only passes to invite clients to meet with you during the day on Tuesday.
- 8-foot skirted table
- 2 chairs
- Standard 110 Volt 10 AMP electric

**IMPORTANT DATES:**

**Exhibitor and Sponsor reservations due February 15, 2020**

**Exhibitor and Sponsor payments due March 15, 2020**

**Electronic logo (JPEG preferred) and link address due with payment**

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**Sponsorship Levels:**

- ☐ **Diamond Level – \$3000 and above**
  - 1 Booth in Exhibit Hall at no additional cost
  - Option for Premier booth placement
  - 5 Conference registrations (additional registrations may be purchased at the rate of \$80 each for the full conference and \$25 each for the vendor floor only)
  - Diamond Sponsor banner displayed in exhibit area
  - Complimentary full page color ad in conference program
  - Premier placement of company name and logo on event signage
  - Premier placement of company name and logo on Sponsor page in conference program
  - Logo and hyperlink on [www.paapco.org](http://www.paapco.org) conference page
  
- ☐ **Sapphire Level – \$2000-\$2999**
  - 4 Conference registrations (additional registrations may be purchased at the rate of \$80 each for the full conference and \$25 each for the vendor floor only)
  - Complimentary half-page color ad in conference program
  - Preferred placement of company name and logo on event signage
  - Preferred placement of company name and logo on Sponsor page in conference program
  - Logo and hyperlink on [www.paapco.org](http://www.paapco.org) conference page
  
- ☐ **Emerald Level – \$1000-\$1999**
  - 3 Conference registrations (additional registrations may be purchased at the rate of \$80 each for the full conference and \$25 each for the vendor floor only)
  - Complimentary quarter-page color ad in conference program
  - Company name and logo on event signage
  - Company name and logo on Sponsor page in conference program
  - Logo and hyperlink on [www.paapco.org](http://www.paapco.org) conference page
  
- ☐ **Topaz Level - \$500-\$999**
  - 2 Conference registrations (additional registrations may be purchased at the rate of \$80 each for the full conference and \$25 each for the vendor floor only)
  - Company name and logo on event signage
  - Company name and logo on Sponsor page in conference program
  - Logo and hyperlink on [www.paapco.org](http://www.paapco.org) conference page

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Registration Form:

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Web site: \_\_\_\_\_

E-mail: \_\_\_\_\_

Identify what your product is \_\_\_\_\_

	QTY	Amount
Exhibitor Booth		
Attached Additional Booth Space		
Additional Full Conference Pass		
Vendor Floor Only Pass		
Sponsorship		
Commercial Presentation		
TOTAL Due		

Will attend the Continental Breakfast on Tuesday? Yes\_\_\_\_ / No\_\_\_\_ # \_\_\_\_\_

Please return forms **ONLY** to: Alan Pugh, PA APCO Conference Committee:  
Phone: (570)696-3100 E-mail: Alan.Pugh@ampgs.com

**\*\*Internal Use\*\***

Amount Due \_\_\_\_\_

PAID \_\_\_\_\_

LOGO and Website Received or On File \_\_\_\_\_

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## **Credit Card Payment Information**

For this year's conference, credit card payments are processed exclusively through PayPal

### **Instructions:**

1) Go to <https://www.paypal.com/us/webapps/mpp/make-online-payments> , which is a secure browser site

2) On the form on the left-hand side, please enter:

Your e-mail: confirmation will go to this address, ideally should match the e-mail on the registration form to assist the Chapter's record keeping

**Their e-mail: [paapco@yahoo.com](mailto:paapco@yahoo.com)**

Amount: Total from the registration form

3) Hit "Continue", and the next screen will prompt you to log-in (if you wish to use an existing PayPal account), or to enter your credit card information and set up the payment

4) PayPal will send a payment confirmation to the e-mail address used

5) If you need additional documentation (such as a receipt from the Chapter), please contact **Treasurer Sue Sanko at [paapco@yahoo.com](mailto:paapco@yahoo.com).**

6) To pay by check, send to:

Sue Sanko  
PA APCO, Treasurer  
PSP Mansfield  
785 Lambs Creek Rd.  
Mansfield, PA 16933