

Alabama Governor's Conference
On Tourism
Sheraton-Birmingham Jefferson Convention
Complex
August 19-22, 2017

Sponsored By:
Alabama Travel Council
Alabama Tourism Department
Alabama Association of Convention
& Visitors Bureaus

Presents

2017 Trade Show & Silent Auction

**If you need additional information, please contact us via
email:**

patticulp.atc@gmail.com

**Trade Show Registration and Convention Details at
www.alabamagovernorsconference.com**

Alabama Governor's Conference on Tourism
Trade Show & Silent Auction
August 20-22, 2017

Experience true southern hospitality at its best with more than 350 attendees representing all Segments of Alabama's hospitality and tourism industry from attractions to convention and visitor's bureaus. You will be a part of the most recent tourism developments and gain valuable knowledge from some of the most creative speakers throughout the United States.

Trade Show 2017 is a wonderful opportunity for you to visit with the industry's top professionals from across the state. The conference will give you the opportunity to demonstrate your products and services first hand.

Reservations are now being taken online for exhibit space for the 2017 Trade Show. Registration fee of \$650.00 before July 1, \$700 after July 1. Fee includes one full registration and Trade Show booth space.

Note: For each additional person in your group, there will be a charge of \$350.00, which will include one full registration. The registration fee does not include housing or transportation. Each additional person must also register online.

You will be required to register and receive a badge(s) for admittance to the trade show area. To reserve your space at Trade Show 2017 simply read the included conditions for acceptance, and go on-line at www.alabamagovernorsconference.com to register. You will be asked to check the box indicating that you agree to the terms and conditions. **Payment is required at the time of registration to hold your space.** Exhibit space will be on a "first come, first served" basis as exhibitor space is limited in the exhibit hall at the Sheraton/BJCC. To receive the best location, submit your reservation as soon as possible. **The sooner we receive your registration and payment the more exposure your company will be afforded.** Please use your online Exhibitor Registration as your invoice. If payment is not received by July 15, you will not be considered a registered exhibitor.

No refunds will be made after July 15, this rule will be enforced.

Accommodations: Convention rate is \$135 plus applicable taxes and fees per night. Convention rate cut-off is July 1, after July 1, rate will be determined by the Sheraton/Birmingham Jefferson Convention Complex.

Accommodations will be made available at this pre-arranged conference rate, plus applicable taxes. Reservations are to be made by the exhibitor online or via telephone. Hospitality suites and any other functions involving delegates will not be permitted.

Conditions for Acceptance

Holder's Information:

Exhibit locations will be assigned by the conference staff on a "first come, first serve" basis. Rental of exhibit space includes **a draped table, two chairs and a standard identification sign**. Additional materials such as power and other special requirements, Wi-Fi or Internet connection must be ordered in advance; there will be fees assigned to this by the Sheraton/BJCC.

Cancellation Policy: There will be no refunds after July 15.

Shipped Packages: Handling and Storage

Packages shipped to Sheraton/BJCC are subject to a handling fee of \$5.00 per box/item that is the responsibility of the exhibitor. Shipping costs are NOT included in this fee.

PLEASE MARK YOUR BOXES FOR APPROPRIATE DELIVERY, i.e., Trade Show, Turn Down, Silent Auction, etc. with your Company Name clearly marked on the packages with number of packages to be handled/stored.

Sheraton/Birmingham Jefferson Convention Complex will not accept shipment before August 15, 2017

Please address the packages as follows:

Sheraton Hotel/Birmingham Jefferson Convention Complex

FOR: Alabama Governor's Conference on Tourism (Arrival August 19, 2017)

2101 Richard Arrington Jr. Blvd North

Birmingham, AL 35203

205-324-5000

PLEASE NO SHIPMENTS PRIOR TO an August 15 arrival.

Hold Harmless Clause

The AGCT and cannot accept liability for exhibits, displays, merchandise or any other materials left in the meeting space.

Note: Large Banners or Pops Ups must not block other Exhibit Spaces, Walkways, etc.

Exhibit decorations must be fire retardant and must conform to the standard dimensions specified by the management (8' x 8'). Exhibit holders must comply with all rules, regulations and ordinances in Birmingham and the State of Alabama. No writing or tacking on hotel walls, wallpaper, paneling, etc. is allowed. Objects such as table drops, board, etc., are not to be placed against walls. No material is permitted on marquees or sconces. No displays or signs are permitted in non-exhibit areas and all aisles and exits must be clear, clean and free from obstructions to comply with fire regulations. **Use of audio-visual equipment must be kept within the confines of the space for which the exhibit holder has contracted.** The management will require that the projection of sound beyond these confines be discontinued in the event complaints or objections are filed by neighboring participants.