



2018 PLSO CONFERENCE EXHIBITOR KIT

January 17-19, 2018 at the Salem Convention Center

OVERVIEW

1. Exhibit Dates: January 17-19, 2018

- Move-in: January 16, (Time TBD). – January 17, 10:00 a.m. (Attendees will be walking around as you move in on the 17th.)
- Exhibits Open:
 - January 17, 11 a.m. – 7 p.m.
 - January 18, 8 a.m. – 5 p.m.
 - January 19, 8 a.m. – 1:30 p.m.
- Move-out: January 19, 1:30 p.m.

2. Booth Space

- Booths are 10' x 10' with electricity, wireless internet access, one table (skirted and linen top), wastebasket, and two chairs. The exhibit hall is carpeted. Security provided nights of January 17-18.

3. Booth Reservation and Fees

- \$800 + one donated item to the Education and Outreach Auction (at least \$50 value)
- Includes booth space, name badge, attendee list, meals; two people per booth space – additional badges may be purchased for \$100 (may switch out if people aren't there at the same time).

4. Security

- While the Convention Center is secured by gate, security is provided the nights of January 17-18. Once the exhibits close, no one may enter the exhibit area until one hour prior to the scheduled opening each day. Vendors are expected to occupy their booth(s) during conference hours.

5. Questions and Contact Information

- Contact Exhibitor Liaison Jason Martin at jason@tothepointls.com or 541-840-7587 for additional questions.
- Login and payment information: Aimee McAuliffe, office@plso.org or 503.303.1472

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REGISTRATION FORM

Firm Name: _____

Contact Name: _____

Contact Email: _____

Booth Preference: (1) _____ (2) _____ (3) _____

Preferences are granted upon receipt of payment. If paying by check, booth will be held for 72-hours. Booth map found online or separate attachment.

Yes, I will need electricity in my booth.

Yes, I am interested sponsorship opportunities. Please contact me with more information.

\$800 per booth:

Check mailed to PLSO at P.O. Box 230548, Tigard OR 97281 to secure booth space and preference.

Pay by credit card

CC #: _____

Exp Date: _____

Billing Zip: _____

My item to be auctioned off to benefit Education & Outreach will be (bring on-site to SCC):

Return form to:

- Email: office@plso.org
- Fax: 503.303.1472 (same as office phone – automatically switches over)
- P.O. Box 230548, Tigard OR 97281