



## 2019 SCAPA Winter Conference Sponsorship & Exhibitor Opportunities

The SCAPA Winter Conference will be held on January 16-17, 2019 at the Columbia Metropolitan Convention Center in Downtown Columbia, SC. We would like to invite SCAPA Members to participate by exhibiting your products and services at South Carolina's premier asphalt industry conference.

The conference is a highly targeted audience, approximately 600 asphalt contractors, SCDOT engineers/inspectors, local government public works employees and consulting engineers all specializing in asphalt paving. This event provides you with a unique opportunity to network and market your products before your industry colleagues.

We are excited to announce that our conference general session and exhibit space will all be located in the Exhibit Hall at the Columbia Metropolitan Convention Center. This allows us to offer space **inside** the Exhibit Hall to showcase equipment. Your exhibitor space will include 1 10x8 booth with piping, 1 8ft skirted table, 2 chairs, and electricity (if necessary). Along with the exhibit space, your contribution also includes 1 complimentary registration to the conference. The price to exhibit at the 2019 Winter Conference is \$800.00. You will also be able to register additional people at the discounted rate of \$80.00 per person.

Additionally, if you have equipment or products you would like to bring into the exhibit hall area, we can provide a limited amount of space. This will be provided on a first come, first serve basis, so please let us know as soon as possible if you would like to bring in any equipment.

Tradeshow set up will be on Wednesday from 9:00-4:00PM. The tradeshow reception will take place on Wednesday, January 16th from 5:00-7:00PM in the exhibit space. **Again, exhibit space/sponsorship are limited to SCAPA members only.**

The conference will be on Thursday, January 17th, from 8:30AM-4:00PM. There will be a continental breakfast, one thirty-minute break and an hour-long lunch during the conference where exhibitors can network with conference attendees. We will acknowledge your company's participation on both the SCAPA website and in the conference brochure and materials. You will also receive special recognition during the conference program.

Additionally, SCAPA is offering general sponsorships for the conference at the following levels:

- **Silver:** \$575--includes your company logo on SCAPA website and all conference materials and recognition during the conference and a discounted registration price of \$80.00 per person.
- **Gold:** \$1000--1 complimentary registration to the conference, your company logo included on SCAPA website and all conference materials and special recognition during the conference and a discounted registration price of \$80.00 per person.
- **Platinum:** \$1500--2 complimentary registrations to the conference, your company logo included on SCAPA website and all conference materials and special recognition during the conference and a discounted registration price of \$80.00 per person.



**SOUTH CAROLINA ASPHALT PAVEMENT ASSOCIATION  
RULES, REGULATIONS & CONTRACT  
2019 WINTER CONFERENCE  
Exhibit Date: January 16-17, 2018**

All Exhibitors displaying at the 2019 SCAPA Winter Conference are required to comply with the following Official Rules and Requirements below:

**MANAGEMENT:** The word “**Management**” used herein shall mean the South Carolina Asphalt Pavement Association (SCAPA) acting through its staff, Ashley R. Batson, Executive Director, acting for it in the management of Exhibits.

**LOCATION & EXHIBIT HOURS:** The 2019 SCAPA Winter Conference is being held at the Columbia Metropolitan Convention Center, 1101 Lincoln Street, Columbia, SC 29201. **Exhibits Set-up:** To begin at 9:00AM and be completed by 4:00 PM prior to the Tradeshow Reception on Wednesday January 16, 2019. **TEARDOWN of exhibits: to be completed by 5:00 PM on Thursday, January 17, 2019.**

**REGISTRATION OF EXHIBITORS:** Registration for Exhibitor (see form) includes registration for one representative. Additional registration fee is required for additional attendants. The deadline to register as an exhibitor is **Friday, December 14, 2019.**

**STANDARD EXHIBIT EQUIPMENT:** Exhibit Space includes a 10x8 booth with piping, 1 8 ft skirted table and 2 chairs. Set up and dismantle of exhibitor equipment is responsibility of exhibitor unless other arrangements are made by exhibitor. If electricity is needed, please indicate on the registration form. Electricity is available, but must be requested by exhibitor.

**INSURANCE / LIABILITY:** The Exhibitor agrees to make no claim for any reason whatsoever, against SCAPA Management or the Columbia Metropolitan Convention Center for loss, theft, damage, or destruction of goods, not for injury to the Exhibitor or its employees while in the exhibit area. **Neither SCAPA Management nor the Columbia Metropolitan Convention Center shall be held responsible for the safety of exhibits in transport, or otherwise against robbery, mysterious disappearance, fire, accident or any destructive cause, nor for accident to Exhibitors, their employees or their property. Neither SCAPA nor the Columbia Metropolitan Convention Center maintains insurance covering Exhibitors’ property; therefore, it is recommended Exhibitors shall carry liability and property damage insurance of their own.**

The Exhibitor shall hold SCAPA and the Columbia Metropolitan Convention Center harmless from any claims, expenses, damages, or liabilities resulting in damage to the Columbia Metropolitan Convention Center, its guests, agents or employees caused by or arising out of the actions of the Exhibitor or any of its employees, agents or representatives.

**CANCELLATIONS: Notification of cancellation must be received in writing (email, fax or postmaster), by SCAPA Management no later than January 4, 2019 for Exhibitor refund less 10% cancellation fee. After this date refunds less cancellation fee will only be refunded if space is re-sold.**

**DEFAULT OF OCCUPANCY:** Any exhibit space not occupied by: 4:00 PM on January 16, 2019 will be forfeited by the exhibitor. The Exhibit space may be re-sold, reassigned or used by SCAPA without refund.

**DAMAGES:** Nothing shall be pasted, tacked, nailed, screwed or otherwise affixed to columns, walls, floors or other parts of the Columbia Metropolitan Convention Center building or furniture. **No flammable** fluids or materials of any nature, including decorative materials, used of which is prohibited by the National, State or City regulations, may be used in any indoor exhibit space. Possession, display, use or demonstration of any devices or materials containing radioactive or hazardous substances or using X-rays is prohibited unless prior written approval is obtained from local and state government authorities and SCAPA Management.

**SAFETY DEVICES:** The Exhibitor agrees to accept full responsibility for compliance with National, State, and City safety and fire regulations and do provide and maintain adequate safety devices on all display and exhibit materials. Pictures or controlled sound equipment will be permitted.

**AMENDMENTS / REGULATIONS:** All matters and questions not covered by these regulations are subject to the decision of SCAPA. SCAPA shall have sole authority to interpret and enforce all rules and regulations, and to make any amendments to the regulations as shall be necessary for the orderly conduct of the exhibits. The Exhibitor agrees that it and its employees will abide by the forgoing rules and by any amendments put into effect by SCAPA Management.

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**SCAPA** reserves the right to change meeting dates and sites upon written notice to Exhibitors; and in such event, upon written request from the Exhibitor received within 15 working days from receipt of change notice, **SCAPA** shall refund to Exhibitor its space fee, without interest, or any other further liability.

**SCAPA reserves the absolute right to cancel exposition and / or the Winter Conference** in whole or part and in such event, SCAPA shall refund to Exhibitor its space fee, without interest, or any other further liability. In the event of strike, flood, fire, labor disputes, act of God or any other condition or circumstance outside the control of SCAPA causing cancellation, delay, disruption, or curtailment of the Exposition, either in whole or part, after commencement of the installation of the Exhibits, SCAPA shall not be held liable, therefore, and the registration and space fees shall not be refunded.

**PLEASE KEEP A COPY OF THIS CONTRACT FOR YOUR RECORDS (Email or mail first page with your payment / payment information or request for invoice).**

Thank You

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**CONFERENCE LOCATION INFORMATION:**

Columbia Metropolitan Convention Center  
1101 Lincoln Street  
Columbia, SC 29201