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**Convention & Trade Show**

**Sacramento, California**

**January 7-10, 2020**

***Trade Show Vendor Invitation***

The AHPA annual convention will soon be here! We would like to extend an invitation to display your company’s merchandise at the AHPA’s trade show.

The 51st annual convention of the AHPA will be held January 7-10, 2020 in Sacramento, California. The convention site is:

**HYATT REGENCY SACRAMENTO
1209 L St
Sacramento, CA 95814
(916) 443-1234**

Room reservations for the hotel can be made online from our website: [http://www.ahpanet.com](http://www.ahpanet.com/)

If you will be sending display items to the hotel before the convention, you will need to fill out the Hotel's Exhibitor Package Shipping Policy Form (page 4). If you will need exhibitor services, please fill out the Exhibitor Services Form (page 5) and the hotel will make arrangement for payment with you.

Set up for the Trade Show will be from 8:00am to 4:00pm on Tuesday, January 7, 2020. The Welcome Reception will be the unofficial opening of the Trade Show and will begin that night at 6:30pm, please have your tables ready. The trade show will officially start Wednesday, January 8 at 8:00 am and will end Friday, January 10 at 4:00 pm.

The table rate is $350.00 per table for the week. Conference registration is complimentary for two people per table. Please return the following order form (page 3) to me by **November 1, 2019,** or you may register online with our secured checkout at [http://www.ahpanet.com](http://www.ahpanet.com/). Limited space is available, please have your application to us early to ensure that you will have a table at the trade show.

We have new and exciting opportunities for sponsorships! Please check them out on the next page. They are on a first come first served basis, and payment must be received to reserve the sponsorships. *The Order Form is due by November 1, 2019. Late arrivals for sponsorships will be accepted but are not guaranteed to be on posters or in the program guide.*

Please contact me with any questions.

***Thank you for participating. It is your participation that makes the AHPA convention so great! We’ll see you in Sacramento at the convention!***

Cassie Cox

Executive Secretary, AHPA

PO Box 435
Mendon, UT 84325

Office 281-900-9740

Email: cassie@ahpanet.com

**Sponsorship and Other Vendor Opportunities**

These are great opportunities to promote your business!

Your company logos will be on signs displayed at the convention and throughout the week, your company will be highlighted as a sponsor of an event, your company name will be listed in the program guide as a sponsor, and your name tags will have a Convention Sponsor ribbon.

**Convention Sponsor**

Platinum…..$5000 +

 Includes cost of vendor table and two banquet or activity tickets

Gold………..$3000 - $4999

 Includes cost of vendor table

Silver………$1000 - $2999

Bronze…….$500 - $999

**Keynote Speaker Sponsor**……………………………..$3,000

 \*Limited to one sponsor\*-Call Cassie to confirm this is available

**Roundtable Sponsors**…………………………………..$1,000

 Sponsor our Round Table Discussion session

**Coffee Break Sponsor**………………………………….$1,000

 Vendor will sponsor a coffee break and can speak for 15 minutes during their coffee break-\*limited to 11 vendors\*

**Vendor Speaker Sponsor**……………………………...$750

 Vendor will speak for 10 minutes before speaker session starts, after coffee break-\*limited to 11 vendors\*

**COMBINED Coffee Break and Vendor Speaker**……$1500

 Vendor will sponsor a coffee break and 10 minutes before speaker session starts for a combined speaking time of 25 minutes

**Off-Site Activity Sponsor**……………………………….$500
 Vendor will be recognized as a sponsor of the activity and will receive a ticket to the activity. Limited tickets available.

**Sponsor a luncheon**, please contact Cassie to make arrangements, 281-900-9740 or cassie@ahpanet.com

**Convention Program Guide**

We have a Convention Schedule Program Guide and are offering advertising spots. This booklet will be inside every registration packet that attendees receive. The booklet is in full color. Advertising rates and sizes are listed below. Please send your advertisement to Cassie at cassie@ahpanet.com. Deadline is **November 1, 2019**. Please fill out the Order Form for desired size and pricing. \*\*LIMITED SPACE IS AVAILABLE\*\*

Full page-8 ½” x 5 ½”……….$250.00

Half page-5” x 4”…………….$150.00

1/3 page-5” x 2 ¾”…………..$100.00

1/4 page-2 ½” x 2”…………..$75.00

**Convention Bag Inserts**

Every year we hand out “goody bags” to the convention attendees. You can have any inserts, flyers, brochures, pens, notepads, key chains, or anything else you would like to promote! This is a great way to advertise your business. There is no charge, just send your item to the hotel. *You will need to provide the material you would like in the bag and ship to the hotel\* attn: Cassie/AHPA. See shipping instructions page 4.* \*Please do not ship to the AHPA office\*

**Donate to our Auction**

We also have a Banquet and Auction on Friday night. Our members enjoy a nice dinner and have a lot of fun with the auction after! This would also be a great way to advertise your business. You could provide items from your company that beekeepers need or provide gift certificates for them to use.

***\*\*\*The Order Form is due by November 1, 2019. Late arrivals for sponsorships are not guaranteed to be on posters or in the program guide\*\*\****

Please contact Cassie for more information about any of the sponsorships: cassie@ahpanet.com or 281-900-9740

**AHPA 2020 Trade Show
Vendor Order Form**

**Contact Information (please print):**

Company: Company Website:

Primary Contact Name:

Mailing Address:

City: State: Zip: Country:

Phone Number: Email Address:

Items or information to be displayed:

Names for badges at trade show (two people per table). Please use back of form if needed. Convention registration is included for two people per table

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| --- | --- | --- | --- | --- | --- |
|   |   |   |   | **How many?** |  **Total**  |
| **Table Top Booth** |  |  | $350.00  | # | $ |
| **Program Guide Ads** |  |   |   |   |   |
| Full-page |   | 8 ½” x 5 ½” | $250.00  |   | $ |
| Half page |   | 5” x 4” | $150.00  |   | $ |
| Third page |   | 5” x 2 ¾” | $100.00  |   | $ |
| Quarter page |   | 2 ½” x 2”  | $75.00  |   | $ |
| **Sponsorships** |  |   |   |   |   |
| Convention Sponsor |   |   |   |   |  |
| Platinum  |   | $5000 +  | $ |
| Gold |   | $3000 - $4999 | $ |
| Silver |   | $1000 - $2999 | $ |
| Bronze |   | $500 - $999 | $ |
| Keynote Speaker Sponsor |   | $3,000  |   |   | $ |
| Roundtable Sponsor |   | $1,000  |   |   | $ |
| Coffee Break Sponsor |   | $1,000  |   |   | $ |
| Vendor Speaker Sponsor |   | $750  |   |   | $ |
| Combined Coffee Break & Vendor Speaker Sponsor |   | $1,500  |   |   | $ |
| Off-Site Activity Sponsor |   | $500  |   |   | $ |
|   |   |  |  **TOTAL:$**  |

**Payment Information:**
□ Check □ Credit Card (Visa, MasterCard, or American Express)

Card #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Exp. Date \_\_\_\_\_/\_\_\_\_\_CV#\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| *Signature is confirmation of commitment to sponsor/exhibit at the 2020 American Honey Producers Association Annual Conference and Trade Show, January 7-11. I have read this agreement and I am authorized by my company to make this commitment.* |  | Return this order form to: cassie@ahpanet.com or |
|  | ***Cassie Cox/AHPA*** |
|  | ***PO Box 435*** |
|  | ***Mendon, UT 84325*** |



EXHIBITOR PACKAGE SHIPPING POLICY

Packages may be sent to the following address:

## *HYATT REGENCY SACRAMENTO*

1209 L STREET

SACRAMENTO, CA 95814

All packages must contain a label giving the following information:

1. Return Address

2. Name of Meeting/Conference

3. Meeting/Conference Dates

4. Room Name to where boxes should be delivered

5. Booth Number (if applicable)

6. Group Event Planning Manager (Becky Wolfe)

7. Name of Person that will claim package

8. Date of that person’s arrival

A $10.00 per box or $100.00 per pallet handling fee will apply to all shipments sent to the Hotel.

The Hyatt Regency Sacramento will only accept pre-paid packages. Any packages delivered COD will be refused by the Hotel and no notification will be made by the Hotel to the shipper.

The Hyatt Regency Sacramento shall not be liable for safe or timely arrival of any packages sent to the Hotel by or for the Guest. It is the Guest’s responsibility to check on the arrival of any packages and to check to insure that the contents are intact. The Hotel accepts no liability for lost, stolen, or damaged good.

***The Hotel prefers to receive shipments no more than three (3) days prior to Group’s events.***

***PAYMENT METHOD: (Circle One) MASTER CARD AMEX DISCOVER VISA***

***Card Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiration Date\_\_\_\_\_\_\_\_***

***I authorize the Hyatt Regency Sacramento to utilize my credit card for the billing as noted above.***

***Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

**Please return this completed form to** **becky.wolfe@hyatt.com** **or fax to 916-321-3788, to the attention of Becky Wolfe**

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