



Vendors **\$299** for 1 standard 10x10 setup that includes 1 black skirted 6ft table and 2 chairs. Limited number of vendor spaces.

Contact: Pam Jordon | 270-485-4160 (mobile)

Vendor Registration Due Date: March 11, 2019

Presentations:

529 college plans	Kidpreneurs
Child care	Mental health
Education	Millennials moving back home
Entrepreneur after employment	Partnering to scale
Estate plan	Prenatal care
Family land	Rainy day funds
Family planning	Reduce credit dependence
Focus and involve teens	Sports – extracurricular
Funeral – burial	Succession plan
Insurance	Teen employment – career planning
Insure elders	Tutor – mentor
Investing	Wealth building

FOOD & BEVERAGE: Food trucks will be onsite (outside) in addition to a separate inside sitting area across from the exhibit hall for comfort and convenience.

Schedule:

Friday, March 22 nd @ 6PM	Welcome reception to be announced
8:00 AM	Saturday March 23 rd EXPO
9:00 AM	Event-10 Basic set up of tables and chairs
10:00 AM	Vendor set up. PLEASE DO NOT Come Early
11:00 AM	Vendor set up to be complete
11:30 AM	Doors will open to the public
12:00 PM	Expo
1:00 PM	Expo
2:00 PM	Expo
3:00 PM	Expo
4:00 PM	Expo is over - PLEASE DO NOT Leave Early
5:00 PM	Vendor tear down is complete. Thank You!

PARKING: Vehicles are allowed near the entrances for load in & load out. After which please move your vehicle to a designated parking space while the Expo is going on.



Guidelines:

Electrical

Every exhibit facility has different electrical requirements. However, minimum guidelines are suggested:

- All 110-volt wiring should be grounded three-wire.
- Wiring that touches the floor should be “SO” cord (minimum 14-gauge/three-wire) flat cord, which is insulated to qualify for “extra hard usage.”
- Cord wiring above floor level can be “SJ” which is rated for “hard usage.”
- Using zip cords, two-wire cords, latex cords, plastic cords, lamp cords, open clip sockets, and two-wire clamp-on fixtures is not recommended and is often prohibited. Cube taps should be prohibited.
- Power strips (multi-plug connectors) should be UL approved, with built-in over-load surge protectors.

Lighting

Exhibitors should adhere to the following suggested minimum guidelines when determining booth lighting:

- No lighting, fixtures, lighting trusses, or overhead lighting are allowed outside the boundaries of the exhibit space. Exhibitors intending to use hanging light systems should submit drawings to exhibition management for approval.
- Lighting, including gobos, should be directed to the inner confines of the booth space. Lighting should not project onto other exhibits or exhibition aisles.
- Lighting that is potentially harmful, such as lasers, ultraviolet lights or flashing or strobe lights that can trigger photosensitive epilepsy should comply with facility rules and be approved in writing by exhibition management.
- Lighting that spins, rotates, pulsates, and other specialized lighting effects should be in good taste and not interfere with neighboring exhibitors or otherwise detract from the general atmosphere of the event.
- LED lights can be very bright yet generally generate less heat.
- Currently, some convention facilities are not allowing certain types of quartz halogen lighting fixtures in exhibits due to potential fire hazards. Check with exhibition management.

- Reduced lighting for theater areas should be approved by the exhibition organizer, the utility provider, and the exhibit facility.

Demonstrations

As a matter of safety and courtesy to others, exhibitors should conduct sales presentations and product demonstrations in a manner which assures all exhibitor personnel and attendees are within the contracted exhibit space and not encroaching on the aisle or neighboring exhibits.

It is the responsibility of each exhibitor to arrange displays, product presentation, audio visual presentations, and demonstration areas to ensure compliance.

Exhibitors should be aware of local regulations regarding fire/safety and environment which must be adhered to.

Special caution should be taken when demonstrating machinery or equipment that has moving parts, cooking equipment with an open flame, or any product that is otherwise potentially dangerous.

Exhibitors should establish a minimum setback of 3ft (.91m) and/or install hazard barriers as necessary to prevent accidental injury to spectators.

Additionally, demonstrations should only be conducted by qualified personnel.

"**LEAN IN**" is to be assertive. To move toward a leading rather than a following role. The *LEAN IN* Expo audience will greatly benefit from your participation sharing goods and services as they make a full range of family decisions. We thank you in advance for your participation and trust you will have a wonderful experience March 23rd and days to follow with people you meet at this event.

Event-10 a division of Jordon SPD, LLC

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