



EXHIBITOR CONTRACT AGREEMENT

Annual Statewide Conference

November 7-8, 2025 | Carl D. Perkins Conference Center, Eastern Kentucky University

<https://ksta.org/2025conference/exhibitors>

INFORMATION SUMMARY

1. Exhibit space details and fees

	Platinum Level Sponsor	Gold Level Sponsor	Silver Level Sponsor	Bronze Level Sponsor (Reserved for Non-Profit Organizations)
	\$1200 + meal sponsorship cost	\$800	\$600	\$250
One Premium Exhibitor Table Placement in the Exhibit Hall	✓	✓	✓	✓
Two Guaranteed Premium Time Selection 40-minute Presentation Sessions or One 80-minute Presentation Session	✓			
One Guaranteed Premium Time Selection 40-minute Presentation Session		✓		
One free personnel registration (\$150 value)	✓	✓	✓	✓
Personnel refreshments and lunches throughout the conference	✓	✓	✓	✓
Social Media Recognition on Facebook and X platforms	✓	✓	✓	✓
Logo and Live Link Recognition on the KSTA Webpage	✓	✓	✓	✓
Premium Signage at Sponsored Meal	✓			
Reserved whole-group speaking time at Sponsored Meal	✓			
Printed media materials to be included in participant bags	✓	✓		
Dedicated Announcement in Pre-Conference Email Blast	✓	✓		
Can submit a session proposal to be selected by proposal review committee	✓	✓	✓	✓

Important Notes:

- Gold and Platinum Level Exhibitors intending to present a conference session must register and submit session proposals to the Exhibitor Session Proposal Form by **August 15, 2025**.
 - After this deadline, exhibitors are not guaranteed a conference time slot unless one becomes available.
 - Additional exhibit personnel must be registered for the conference; standard attendee registration fees apply.
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Exhibit space confirmation and location

The KSTA Exhibit Area will be set up in the Lobby of the Carl D. Perkins Conference Center, allowing for ongoing traffic as participants travel from session to session. Exhibitors will receive an email confirming space reservation after the Executive Director receives both the completed contract and space fee.

Exhibitor setup and open hours: *(TENTATIVE; will be confirmed by August 15, 2025)*

Setup

- Thursday: 3:00 PM - 6:00 PM
- Friday: 7:30 AM - 8:30 AM

Open Hours

- Friday: 8:30 AM - 5:00 PM
- Saturday: 8:30 AM - 1:00 PM

Program Sessions

- Friday: 8:30 AM - 4:30 PM
 - Saturday: 8:30 AM - 12:00 PM
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Security and protection

KSTA and Eastern Kentucky University will take every reasonable precaution to safeguard exhibitor property. However, KSTA and EKU will not assume liability for any exhibitor property or representative personal property loss or damage.

Advertisement

Exhibitors may purchase advertisement space on the conference website and app, at conference registration (printed and digitally), and throughout the conference in general sessions (digitally) for \$100. Ads should be formatted to fit a standard 8.5" x 11" page in high resolution (PDF preferred).

FOR KSTA USE ONLY

Exhibit Space Rental:

NP1 ☐ NP2 ☐ FP1 ☐ FP2 ☐

Payment Received: _____ Exhibit Space Number: _____

Presenter Information

KSTA offers exhibitors the privilege of applying to present conference program sessions.* All presenters must be registered for the conference and complete the Conference Exhibitor Session Proposal Form on the Exhibitor Information page.

- *All session applications are subject to the approval of the KSTA Program Committee.*
- Deadline to submit session proposals: **August 15, 2025.**
- No conference program slots will be guaranteed after this deadline.

Registration

All exhibitors must register for space here: <https://www.ksta.org/event-5969619>

Complete this contract before registering as it must be uploaded during registration.

You may upload logo files during registration to be displayed in the conference program and website.

All exhibit personnel must register separately for the conference. See Exhibitor Information for details.

Payment

- Pay via credit card during registration on our secure website.
- If sending a check or using a purchase order, choose the "Invoice Me" option during checkout. An invoice will be emailed to the registration address.
- **Checks should be payable to KSTA** and mailed to:
P.O. Box 23918, Lexington, KY 40523

Payment deadline: Payment must be received no later than **October 15, 2025.**

Company Door Prize

Each company is requested to provide a door prize to be picked up at your organization's booth. A KSTA board member will oversee door prizes and be in touch prior to the event to gather a list of prizes.

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Exhibit Space Rental:

NP1 ☐ NP2 ☐ FP1 ☐ FP2 ☐

Payment Received: _____ Exhibit Space Number: _____

Exhibitor Company/Organization Name: _____

Primary Contact Name: _____

Primary Contact Phone: _____

Primary Contact Email: _____

Exhibitor Signature: _____ Date: _____

KSTA Signature: _____ Date: _____

For questions about exhibiting, please contact:

Kim Zeidler-Watters, Executive Director

Phone: 859-576-4286

Email: kstadirector@gmail.com

FOR KSTA USE ONLY

Exhibit Space Rental:

NP1 ☐

NP2 ☐

FP1 ☐

FP2 ☐

Payment Received: _____ Exhibit Space Number: _____