



Customer Conference

Hershey, Pennsylvania

Exhibitor Prospectus

2019 QS/1 Customer Conference – Hershey, PA

Hershey Lodge | May 8-10, 2019

Exhibitor Package – \$3,500 Package Includes:

- Listing in conference program, including contact information
- One 8' tabletop in the QS/1 Expo
- Two full registrations, including all scheduled meals (Does not include private AACA Museum Outing)
- Additional attendees \$399 per person
- Invitation to all educational sessions

Expo Location and Hours: All exhibitors, including QS/1 hardware and software displays, will be located in the designated Expo area. The Expo will be set up in The Chocolate Ballroom (Aztec and Nigerian). You are invited to attend any of the scheduled sessions as long as you return to your tabletop during the following hours:

Setup:	Wednesday, May 8	12:00 – 3:30 PM
Exhibit Hours:	Wednesday, May 8	4:00 – 7:00 PM
	Thursday, May 9	12:00 – 3:00 PM
Breakdown:	Thursday, May 9	3:00 – 5:00 PM

Shipping and Receiving: All exhibitors are responsible for any handling fees assessed by the hotel for shipping and/or receiving packages. All packages, equipment, or tabletop booths can be shipped to and/or held at the hotel for no more than three days prior to the conference. QS/1 is not responsible for shipping, receiving, or tracking exhibitor materials. Please see information at the end of this document, from the Hershey Lodge, for shipping and receiving guidelines and prices. Event name for shipping and receiving is QS/1 Customer Conference.

Door Prizes and Promotional Items: Exhibitors are encouraged to bring literature and promotional items for their tabletop. Door prize drawings will be held during lunch on Friday. Door prizes may consist of gift cards, product or service certificates, electronics, items displaying your company logo, or any other items of general interest. Door prizes may be drawn from the overall conference attendee lists (drawn by a QS/1 staff member) or from a specific collection of contacts gathered from your tabletop exhibit (drawn by your company representative).

QS/1 will provide a pre-show attendee list with physical mailing addresses only (No email addresses will be provided). This will be available mid-April. For additional lead collection at the conference, please bring your own materials to collect contact information from attendees.

Any special promotions or campaigns in conjunction with QS/1 or literature bearing the QS/1 logo must be approved by QS/1 prior to the event. Email events@smithtech.com with any questions.

Event Sponsorship: An event sponsorship provides additional exposure above and beyond the opportunities in the Expo. Sponsorships are first come first served. Select your preferred sponsorship during the exhibitor registration process to secure your event. QS/1 will inform you of the status of your sponsorship request.

Events Available for Sponsorship:

\$12,000 – Charity Workshop (1 available)

- Listing on the sponsorship page in the program, with special recognition as Charity Workshop Sponsor
- 1 full-page ad in the conference program
- 1 full-page ad in *Insight* magazine (Future issue TBD)

\$12,000 – AACA Museum Outing (1 available)

- Listing on the sponsorship page in the program
- 2 event sponsor signs during the event
- Company logo on each program given to attendees upon arrival at the museum
- 1 full-page ad in the conference program
- 1 full-page ad in *Insight* magazine (Future issue TBD)

\$12,000 – WiFi (1 available)

- Listing on the sponsorship page in the program
- 1 WiFi sponsor sign during the event
- 1 full-page ad in the conference program
- 1 full-page ad in *Insight* magazine (Future issue TBD)

\$10,000 – Reception (1 available)

- Listing on the sponsorship page in the program
- 1 event sponsor sign during the event
- 1 full-page ad in the conference program
- ½-page ad in *Insight* magazine (Future issue TBD)

\$4,000 – Lunch (2 available)

- Listing on the sponsorship page in the program
- 1 event sponsor sign during the event
- ½-page ad in the conference program
- 1 chair drop during the event (Provided by sponsor prior to the event)

\$3,000 – Breakfast (2 available)

- Listing on the sponsorship page in the program
- 1 event sponsor sign during the event
- ¼-page ad in the conference program
- 1 chair drop during the event (Provided by sponsor prior to the event)

\$2,000 – Break (4 available)

- Listing on the sponsorship page in the program
- 1 event sponsor sign during the event

All vendors will be represented in a minimum of 1 social media mention. All vendors will also be represented in the QS/1 mobile app according to their sponsorship level.

Dress Code: Business casual for Expo and all sessions.

Hotel Reservations: Room reservations should be made directly through Hershey Lodge. Please visit the QS/1 Conference website to find the link for online hotel registration. The conference hotel room rate is \$189 per night single/double occupancy. Please reserve your room early as conference room rates are only available through Tuesday, April 16, 2018 or until QS/1's block of rooms is sold out.

Hershey Lodge
325 University Drive
Hershey, PA 17033
844.330.1802 (Ask for QS/1 Conference group rate)

Check in: 4 PM
Check out: 11 AM

Exhibitor Registration: Click [here](#) to register for the 2019 QS/1 Customer Conference Expo and select your sponsorship opportunity.

HERSHEYSM EXPOSITIONS

DRAYAGE SERVICE FORM

6305 Allentown Boulevard, Harrisburg, PA 17112
PHONE: 717-508-5926 FAX: 717-298-1519

All shipments of common freight and crated/cartoned materials will be received at the warehouse. Warehouse hours for shipments are 8:00 AM–4 PM, Monday through Friday (excluding holidays). All shipments must be received 48 hours to 30 days in advance of your group load-in day and time. Any shipments direct to the conference facility will be forwarded to *HersheySM Expositions Services* and the below rates will be applied.

All weights will be rounded up to the next highest weight (CWT). A bill of lading stipulating the weight must accompany all shipments. Cubic or dimensional weights will be invoiced as stated weight at time of delivery unless a weight certificate is attached. No credits will be issued at any time regardless of circumstances.

CWT = 100 lbs.

Straight Time Rates:	Crated/Cartoned	\$40.00 per CWT per shipment	2 CWT minimum	\$ 80.00
	Machinery/Special Handling	\$60.00 per CWT per shipment	2 CWT minimum	\$120.00
Overtime Rates:	Crated/Cartoned	\$60.00 per CWT per shipment	2 CWT minimum	\$120.00
	Machinery/Special Handling	\$90.00 per CWT per shipment	2 CWT minimum	\$175.00

***Overtime rates apply when set up/dismantle is before 8 AM or after 5 PM or on a holiday.
Freight will not be released until payment has been received.**

Name of Event: _____ Booth #: _____

Name of Firm: _____ Fax: (_____) _____

Address: _____ Phone: (_____) _____

City: _____ State: _____ Zip: _____

Email Address: _____

Authorized by: _____ Signature: _____

Weight: _____ # of pieces: _____ Estimated Arrival: _____

_____ CWT x _____ Rate = _____ **Total Amount:** _____



PAYMENT FORM

6305 Allentown Boulevard • Harrisburg, PA 17112 • PHONE: 717-508-5926 • FAX: 717-298-1519

Payment Policy Form

We accept the following:
VISA MasterCard American Express

Event Name		Booth #
Event Site		
Event Date		

PAYMENT POLICY

Please Familiarize Yourself with this Policy before Ordering any Services ****No Services will be Rendered without Full Payment in Advance****

- ADVANCE ORDERS:** To receive the advance price; FULL PAYMENT OF CASH, CHECK, OR CREDIT CARD MUST ACCOMPANY YOUR ORDER. (USE CREDIT CARD AUTHORIZATION FORM BELOW). Purchase orders do not qualify for Advance Prices - Payment must accompany the order.
- SHOW SITE ORDERS:** Services ordered at the event site will not be processed without full payment at the time the order is placed.
- THIRD PARTY ORDERS:** If you contract work to a display or exhibit house and require services from *HersheySM Expositions*, the payment policy stated above applies. Please share this information with them.
- SHIPPING FREIGHT TO WAREHOUSE OR EVENT SITE AND/OR ORDERING RIGGING OR INSTALLATION/DISMANTLING LABOR:** If you will be shipping to our warehouse or event site, and/or ordering installation/dismantling labor or rigging labor: YOU MUST COMPLETE THE CREDIT CARD AUTHORIZATION FORM BELOW. SERVICES WILL NOT BE PERFORMED UNLESS WE HAVE THIS FORM COMPLETED AND RETURNED TO US. Statements will be available at the close of the event.
- ALL CHARGES, NO MATTER WHAT THE AMOUNT, MUST BE PAID IN FULL PRIOR TO CLOSE OF EVENT BY EITHER CASH, CHECK, OR CREDIT CARD.** If credit card method is used, be sure that the card limits are high enough to handle your expected charges.
- If rigging labor is needed on move-out or you will be using dismantle labor, these charges will be applied to your credit card and a receipt will be mailed to you within (10) days of the close of event.
- International exhibitors must pay for all services in U.S. Funds prior to event closing. A \$20.00 surcharge will be added for processing checks drawn on foreign banks.
- ANY DISPUTES MUST BE MADE BY THE END OF THE EVENT.**

I authorize *Hershey Expositions* to charge any additional amounts incurred by me or my event representative, including material handling and labor charges.

Please Complete and Return to: *Hershey Expositions*

*PLEASE INDICATE THE LAST 3 NUMBERS FROM THE SIGNATURE STRIP ON THE BACK OF YOUR CARD:

Check One: Master Card Visa (Bank Americard) American Express

Account No.

Expiration Date: _____

Signature: _____

Cardholder's Name: _____

Cardholder's Billing Address: _____

Company: _____	Date: _____
Address: _____ Street City State Zip	
Authorized Signature: _____	Phone: (_____) _____
Booth #: _____	Fax: (_____) _____
Email Address: _____	