



Arizona State Music Teachers Association

Affiliated with Music Teachers National Association

MTNA State Affiliate of the Year 1999

90th State Conference "Tradition and Innovation"



June 6-8, 2019 at Northern Arizona University-School of Music; Flagstaff, AZ

Arizona State Music Teachers Association (ASMTA), local associations, and collegiate chapter affiliates throughout Arizona are committed to furthering the art of music through programs that encourage and recognize student and teacher development. Together they contribute to the communities in which they serve through ongoing teacher education, certification, performance opportunities, and recognition for excellence in teaching, leadership and service, student performance opportunities, competitions, graded evaluations, and scholarships. With an active membership of over 500, ASMTA members teach more than 12,000 students in public and private schools, colleges and universities, independent studios, and music schools.

EXHIBITOR INFORMATION

The 2019 ASMTA Conference is hosted in partnership with Northern Arizona Music Teachers Association. This premiere music educational event of the year draws members, students, and parents from across the state. Conference events are announced through ASMTA.org website, monthly ASMTA member eblasts, and MusiGRAM newsletters in fall, winter, and summer. You are invited to exhibit and/or showcase your product or service in a presentation at our annual conference, where you will have close contact with members. Presenter applications for showcases must be submitted on or before February 1, 2019. Exhibitor applications must be submitted on or before April 20, 2019.

GENERAL EXHIBIT INFORMATION

- Single booths are approximately 8' x 10' display areas. Booth sizes may vary slightly due to traffic patterns and fire codes.
- Exhibits are generally located near workshop session rooms in order to maximize attendees' access and visibility to the exhibit area. Exhibitor location is subject to change in accordance with the number of exhibitors and conference facilities regulations and policies.
- ASMTA will assign booths at its discretion without any guarantee that an exhibitor will be assigned their preference of exhibit booth(s). Booth sharing is not allowed. No booth space will be assigned until payment in full has been received.
- Exhibitors will set up Wednesday, June 5; 4:00 PM-8:00 PM. Exhibits are open Thursday, June 6, 8:30 AM-5:00 PM; Friday, June 7, 8:30 AM-5:00 PM; and Saturday, June 8, 8:30 AM-3:00 PM (times subject to change). Upon arrival, all personnel are to check in at the ASMTA registration desk to receive their exhibitor badge and must have a badge to enter the exhibit room during setup.
- Exhibit booths must be dismantled on Saturday, June 8, 3:00-6:30 PM. Exhibitors may not dismantle before the close of the exhibits on Saturday, June 8, 3:00 PM. Exhibitors leaving early will be assessed a \$100 fine.
- Exhibitors are responsible for their equipment and materials.
- Deadline for exhibitor applications: April 20, 2019
- Cost: \$150

EXHIBIT EQUIPMENT/MATERIALS PROVIDED

Each exhibit booth space purchased includes:

- Signage and badges
- 6' table and 2 chairs; additional tables \$3.00/each
- 1 booth identification sign with company name as listed on contract
- 1 listing per company in the conference booklet and on the corresponding ASMTA website conference information page
- All exhibit companies will receive a complimentary copy of the 2018 ASMTA conference brochure

SHOWCASE (50-MINUTE COMMERCIAL PRESENTATION)

- Exhibitors must also submit a presenter application to showcase their product. The number of sessions is limited.
- ASMTA will schedule sessions at its discretion without any guarantee that an exhibitor will be assigned their preference of session times.
- Selling is permitted in the session room provided the room is empty by the end of the hour.

- Deadline for showcase Presenter Applications: February 1, 2018. Because showcase sessions are limited, ASMTA may not be able to fill all requests. In no case will any exhibiting company receive more than one showcase.

- Cost: no charge

HOSPITALITY BAGS & RAFFLE

- Exhibitors may wish to supply hospitality bags and other promotional items (pen, business card, note pad, etc.) that attendees may collect as they visit exhibits.

- An Exhibitor Raffle fundraiser will encourage attendees to visit exhibits. They must have the raffle card signed by all exhibitors to participate in a drawing for large ticket items. A silent auction fundraiser will also be held in the exhibit room.

- Exhibitors may donate items to the Exhibitor Raffle and/or hold a separate raffle.

- Cost: no charge



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EXHIBITOR APPLICATION

Company Name: _____ Owner or Manager Name: _____

Address: _____

Phone: _____ Email: _____

Website [URL](#): _____

Onsite Rep(s) working your display: _____

Description of merchandise or service to exhibit (and showcase): _____

Organization name as you would like it to appear on sign: _____

Quantity	Item	Price / unit
()	Single Booth	\$150
()	Electrical	Included
()	Wi-Fi Internet	Included
		Total: \$ _____

Release (check to confirm your understanding and agreement): ___ Exhibitor shall be fully responsible to pay for any and all damages to property owned by Northern Arizona University, its owners or managers which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless Northern Arizona University, its owners, managers, officers or directors, agents, employees, subsidiaries, and affiliates from any damages or charges resulting from or arising from or out of the Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, Northern Arizona University or any part thereof. The Exhibitor understands that Northern Arizona University does not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain such insurance.

Please return this application WITH PAYMENT to:

ASMTA Exhibiting, c/o Lynnette Barney, Treasurer, 2820 W. Giaconda Place, Tucson, AZ 85741

E-mail: Rita.Borden@nau.edu

Make checks payable to ASMTA
