

# 2017 CONVOCATION VENDOR FAIR REGISTRATION

To be completed by vendor / exhibitor

Company / Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Exhibit booth will include approximately 8' table with 2 chairs.

\_\_\_\_\_ number of tables (space) needed at **\$100 each**

Yes \_\_\_\_\_ No \_\_\_\_\_ electricity needed (limited)

I will / will not provide a door prize for a drawing.

Description of item(s): \_\_\_\_\_

## **Please make checks payable to Nacogdoches ISD and mail or deliver to:**

Public Relations – 2017 CONVOCATION  
NACOGDOCHES ISD  
420 S SHAWNEE  
NACOGDOCHES, TX 75964

- Booth Rental Fee includes 8' table with 2 chairs - \$100 per booth space.
- Exhibitor will be responsible for setting up their display and for removing all items at the close of the fair.
- The Nacogdoches ISD Convocation Vendor Fair is open to exhibitors offering products, services, real estate, financial institutions, civic organizations, school support organizations, volunteer groups and more.
- NOTE: vendors cannot sell the following insurances due to Nacogdoches ISD non-compete contracts: life, medical, dental, health, disability, vision, cancer care, identity theft, critical illness, accident, 403b and 457 annuity plans.
- The hotel vendor area will be open for booth set up at 6:15 am. Booths must be completely set up by 7:30 am.
- Exhibits will be open to Nacogdoches ISD employees at 7:30 am and will close at 8:30 am. Please plan to have a representative on site at all times.
- No vendors will be allowed to hold drawings independently or take employee names at their booths.
- Electrical outlets are limited and may be requested according to booth space. There are no guarantees your request will be able to be met.
- Nacogdoches ISD reserves the right to refuse any exhibitor determined to be in violation of GDK Local located in Nacogdoches ISD School Board Policy.
- No outside food or drink allowed – exceptions can be made on a case by case basis.

### **For Nacogdoches ISD Use:**

Date Received: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ Check # \_\_\_\_\_

Table Assignment: \_\_\_\_\_

Electricity Y / N