



**UPDATED 8/29/2019: REVISED EXHIBIT HOURS**

**Application Deadline:**  
October 14, 2019

**2019 WECA Conference Exhibit Application**  
**November 14, 15, and 16, 2019**  
The Ingleside Hotel 2810 Golf Rd, Pewaukee, WI 53072  
[wisconsinearlychildhood.org/conference](http://wisconsinearlychildhood.org/conference)

**Please fill out both pages and email form to [aschuster@wisconsinearlychildhood.org](mailto:aschuster@wisconsinearlychildhood.org)**  
\*Please also attach a high-quality digital logo to be used in promotional materials  
Form can also be mailed to Wisconsin Early Childhood Association ATTN: Amy Schuster  
2908 Marketplace Drive, #101 Fitchburg, WI 53719 or faxed to 877-895-5477

Questions? Please contact Amy Schuster at [aschuster@wisconsinearlychildhood.org](mailto:aschuster@wisconsinearlychildhood.org) or 608-729-1039

Exhibitor Information		
Organization/Business		
Contact Name		
Address		
City	State	Zip
Email	Phone	
Website		
Describe your product/service		
Primary Exhibitor Name		
Email		
Cell Phone		
Secondary Exhibitor Name		
Email		
Cell Phone		
Door Prize – New this year! See the letter to exhibitors for more information		
Please describe the door prize you will be providing.		
Approximate value:		
<input type="checkbox"/> Sorry, we are unable to give a door prize.		

Exhibit type				
<input type="checkbox"/> Corner Booth <b>\$350</b>	Quantity		Total	\$
<input type="checkbox"/> Inline / Aisle Booth <b>\$300</b>	Quantity		Total	\$
<input type="checkbox"/> Vendor Table <b>\$150</b>	Quantity		Total	\$
<input type="checkbox"/> Nonprofit Table <b>\$65</b>	Quantity		Total	\$
<input type="checkbox"/> Electricity Needed <b>\$50</b>	Quantity		Total	\$
Lunch for exhibit staff #1	<input type="checkbox"/> Friday <b>\$10</b>	<input type="checkbox"/> Saturday <b>\$10</b>	Total	\$
Lunch for exhibit staff #2	<input type="checkbox"/> Friday <b>\$10</b>	<input type="checkbox"/> Saturday <b>\$10</b>	Total	\$
<b>Grand Total</b>				\$
Payment (Choose one of the following 3 ways to complete payment)				
<input type="checkbox"/> My check is enclosed ( <i>Check or Money Order payable to WECA</i> ) CHECK NUMBER:				
<b>OR</b>				
<input type="checkbox"/> Please charge my <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard				
Card number			Expiration date	
Name that appears on card				
Billing address for card (including address, city, state, zip)				
Who should we call if there is an issue with the card?				
Phone number		Best time to call?		
<b>OR</b>				
<input type="checkbox"/> Please call me so I can provide credit card information over the phone.				
Name				
Phone Number		Best time to call?		
<p>In submitting this exhibit application, you agree to the following:</p> <ul style="list-style-type: none"> <li>• Each exhibitor must purchase enough space to contain the entire exhibit without encroaching on aisle space or other available space.</li> <li>• Space will be assigned on a first-come, first-served basis and is subject to the rights reserved by WECA, at its sole discretion, to select and assign space as well as rearrange and reassign exhibitors.</li> <li>• Booths must be staffed for all hours that the exhibit hall is open.</li> <li>• To ensure booth or table space, full payment is required.</li> <li>• Exhibitor will forfeit any space not occupied 2 hours before exhibit hall opens. The space may be resold or reassigned by WECA without refund.</li> <li>• Fees are not refundable after November 1.</li> <li>• WECA is not responsible for any items or products that are left unattended.</li> <li>• WECA will not set up any materials that you ship or drop off; nor pack and ship items once the conference is complete.</li> </ul>				