



KANSAS COUNSELING ASSOCIATION

A branch of the American Counseling Association

Between 200 and 300 school and clinical counselors attend the Kansas Counseling Association annual spring convention each year. This year our convention dates will be March 8 and 9, 2012 at the Capitol Plaza Hotel in Topeka, KS. You are invited to advertise your product or service to this group of professionals in one of two ways:

Convention Program Ad:

Full Page	9 x 7	\$200.00
Half Page	4 x 7	\$150.00
¼ Page	3 ½ x 4	\$ 75.00
Bus. Card	2 x 3	\$ 50.00

Vendor Booth:

Booth only	\$150.00
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All booths contain 6ø table, table cloth and skirting, and 2 chairs, and electricity if needed. **Arrangements for electrical outlets and special hookups (including Internet access) are available, but must be made directly with the hotel (785) 431-7200. Internet access is available for an additional charge. All vendors are required to submit either a door prize for raffle or an item for the silent auction.**

Meals:

Box lunches of a Deli Wrap, Chips, Cookie, Side Salad, and Drink both days (Per Person)	\$40
Dining meals both days (Per Person)	\$100

Combo Packages:

Booth, convention book ad, and help sponsor a break	\$300
Booth, ad, and help sponsor a meal	\$500
Booth, ad, sponsor president's reception (this guarantees a prime location at the reception)	\$1000

In order to promote your product or service in advance of the convention, vendors may choose to purchase mailing labels for KCA members for \$50.00.

Enclosed is the contract for exhibit space and/or ad space. Please sign the contract regardless of whether or not you use a credit card to purchase the ad or booth. Return contracts to:

Kevin Hershberger
Chase Middle School
2250 NE State Street
Topeka, KS 66616
(785) 295-3851
Fax: (785) 575-6632
E-mail: khershbe@topeka.k12.ks.us

Questions may be directed to Kevin Hershberger at (785) 295-3851 or e-mail Kevin at: khershbe@topeka.k12.ks.us

Agreement for Ad/Exhibit Space at the Kansas Counseling Association 2012 Annual Convention

Capitol Plaza Hotel Topeka, KS

March 8-9, 2012

This agreement is entered into this _____ day of _____, 20____ between the Kansas Counseling Association, hereafter referred to as KCA and _____ hereafter referred to as the Exhibitor.

- For \$150, an Exhibitor will receive one 6 foot table with table cloth and skirting, and two chairs at the KCA annual conference on March 8-9, 2012.
- For \$300, an Exhibitor will receive a booth as described above, a 2 x 3 inch ad in the convention program, and recognition as a sponsor for a break-out session.
- For \$500, an Exhibitor will receive a booth as described above, a 3 ½ x 4 inch ad in the convention program, and recognition as a sponsor for a meal.
- For \$1,000, an Exhibitor will receive a booth as described above, a 4 x 7 inch ad in the convention program, and will be recognized as a sponsor of the president's reception. This will include having your booth put into a prime location at the reception.

All booth reservations will be made on a first-come, first-serve basis in regards to available space. Exhibitor fees submitted with the contract will be refunded if space is not available. Reservations should be made by February 1, 2012 by forwarding the signed contract, along with a check or purchase order or marking the VISA or MasterCard credit card information below. Fifty percent of the fee will be refunded if a cancellation is received prior to February 15, 2012; no refunds will be possible after that date. Checks and purchase orders should be made payable to the Kansas Counseling Association.

Reservations will be confirmed. **Arrangements for electrical outlets and special hookups (including Internet access) are available, but must be made directly with the hotel (785) 431-7200. Internet access is available for an additional charge.** All vendors are required to submit either a door prize for raffle or an item for the silent auction. Exhibits may be set up anytime during 6:00 p.m.--9:00 p.m. on Wednesday, March 7, 2012 and should be dismantled by 5:00 p.m. on Friday, March 9, 2012.

Table and meal/break, and president's reception sponsorship

Reserve _____ table(s) @ \$150	
Reserve 1 table , a 2 x 3 ad, break-out sponsorship @ \$300	
Reserve 1 table, a 3 ½ x 4 ad, meal sponsorship @ \$500	
Reserve 1 table, a 4 x 7 ad, president's reception sponsorship @ \$1,000	
Reserve _____ vendor box lunches ó both days @ \$40 (Per Person)	
Reserve _____ vendor dining meal tickets ó both days @ \$100 (Per Person)	
Print _____ sets of labels @ \$50 per set	
Subtotal	\$

Convention 2012 Program Advertisement: Ad will appear in black and white and preferably needs to be submitted in JPEG or PDF format to: williamskaggs3@yahoo.com

Full Page	7 inches high x 9 inches wide	\$200.00	
Half Page	4 inches high x 7 inches wide	\$150.00	
1/4 Page	3 ½ inches high x 4 inches wide	\$75.00	
Business Card	2 inches high x 3 inches wide	\$50.00	
	Subtotal		\$
	Grand Total		\$

Exhibitor: Organization _____

Phone: _____

Address: _____

Exhibit Attendant(s): _____

VISA or MC# _____ Exp. Date _____

Name on card _____

Signature of Responsible Party: _____

*All contracts must be signed, regardless of credit card use. Return the signed copy and a check or purchase order made payable to Kansas Counseling Association to:

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