



NYSAAA

New York State Athletic Administrators Association

The 2019 New York State Athletic Administrators Association Conference will be held March 13-15, 2019 at the Saratoga Hilton Hotel and Conference Center, Saratoga Springs, New York. The Exhibit area will be open March 13th & 14th.

Please direct all correspondence to me at:

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This year the conference will be kicked off immediately with the ***Exhibit Hall Festival, 6:00pm to 8:00pm (2 hours open food & refreshments)*** with no other activity scheduled. The Exhibitor area will conclude at 8:00 pm with the last major drawing that evening.

Booth Information— The first booth will cost \$475.00, and then \$425.00 for each additional booth purchased. With each booth purchased, you are entitled to one badge. Each additional person will need their own badge, which will cost an additional \$50 each. **All Exhibitors will need to have a badge in order to enter the exhibit hall area and take part in the festival.**

Booths will be provided with the following:

- 8' x 10' booth with drapery, booth sign 7"x44", one 8' table and two chairs
- Electricity will be provided if needed-one 110 line with two outlets

Drapery will be erected some time prior to 2:00pm. Wednesday, March 13th.

You may set up your booth: March 13th @ 2:00 – 6:00pm (not before)

Show time is from 6:00 p.m. to 8:00 p.m. on Wednesday, March 13th, and 8:00 a.m. to 4:30p.m.. on Thursday, March 15th. As we did last year, we will host a two hour exhibit hall lunch, beginning at **11:45 am and ending at 1:15 pm**. This will be two hours of time without meetings or workshops, and will feature lunch with soft beverages and another drawing. A final open session in the exhibit hall will occur at **3:45 pm to 4:30 pm** on Thursday with no other workshops scheduled. A final drawing will be held at 4:15 pm. Exhibitors will not begin to break down until 4:30 pm.

Several years ago we started our “Find the Corporate Sponsor Game” to entice our attendees to visit. This was a great success and will continue in 2019. ONLY Corporate Sponsors are featured in this game, but it benefits traffic flow to all booths. If you want to be featured as a Corporate Sponsor, please contact the Executive Director, Alan Mallanda.

Any vendors who choose to leave prior to 4:30 pm on Thursday, will not be invited back the following year!!!!!! We have changed the time schedules to accommodate our exhibitors and attendees, therefore we need to enforce this for all.

The Conference Committee has arranged for security in the Exhibit Area when the area is closed.