



# NYSAAA

New York State Athletic Administrators Association

The **2025** New York State Athletic Administrators Association's 42<sup>nd</sup> Anniversary Conference will be held March 11-14, 2025, at the Saratoga Hilton Hotel and Conference Center, Saratoga Springs, New York. The Exhibit area will be open March Wednesday, March 12<sup>th</sup> & Thursday, March 13<sup>th</sup>.

Please direct all correspondence to me at:

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This year the *Exhibit Hall Festival* will take place on Wednesday evening, **4:00 pm to 7:00 pm (3 hours open food & refreshments)** with no other activity scheduled. There will also be **two hours** of exhibit time on Thursday morning, **8:30 a.m. to 10:30 a.m.** with nothing else scheduled. As we did last year, we've shortened the exhibit area time and reduced activity that competes with the exhibit area to create 5 hours of available contact time for exhibitors and attendees. The Exhibitor area will close at 10:30 am with the last major drawing 10:00 am. Other activities are being planned to provide more interaction between athletic directors and exhibitors. All prizes donated by exhibitors will be given out at their booth. Also, several different games will be running to provide more interaction.

**Booth Information**— Prices for booths will remain the same as last year. The first booth will cost **\$525.00**, and then **\$475.00** 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 **\$65** each. **All Exhibitors will need to have a badge 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 13<sup>th</sup>.

You may set up your booth: **March 13<sup>th</sup> @ 2:00 – 4:00pm (not before)**

**Show time is from 4:00 p.m. to 7:00 p.m. on Wednesday, March 13<sup>th</sup>, and 8:30 a.m. to 10:30 p.m.. on Thursday, March 14<sup>th</sup>.** There will be five hours of AD contact time, total, without meetings or workshops, and will feature a three-hour festival on Wednesday with wine, beer and food, along with an uninterrupted 2 hours on Thursday morning with coffee and pastries at 8:30am to 10:30 a.m. The exhibit hall will close this year at 10:30 a.m. on Thursday. A final drawing will be held at 10:00 am. Exhibitors will not begin to break down until 10:30 am on Thursday and are expected to be out of the hall by 11:30 am.

**Any exhibitors who choose to leave prior to 10:30 am 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.

**REGISTRATION WILL BE OPEN FOR EXHIBITORS ON OUR WEBSITE BY OCTOBER 1 OR SOONER.**