

METC CONFERENCE

Exhibitor Packet

February 10-12, 2020

St. Charles Convention Center



METCedplus.org
metc@myedplus.org



metc 2020
CONFERENCE
SAINT CHARLES FEB 10-12



2020 METC CONFERENCE EXHIBITOR INFORMATION

The METC Conference is the largest Education Technology Conference in Missouri. This event provides attendees the opportunity to meet with our exhibitors, network with other educators, learn tips and tricks to take back to their schools and have hands-on experience with the latest in Ed-Tech.

As an METC Conference Exhibitor, your organization will reach a large cross-section of school staff, teachers, principals, technology coordinators and educational leaders.

Exhibitor Registration is online only. Standard Single and Standard Double Exhibit spaces are available and will be assigned by METC / EdPlus Staff. EducationPlus reserves the right to make any adjustments necessary throughout the planning process. Exhibit booths must be paid in full 14 business days prior to the conference. Final payment for the 2020 METC Conference is January 21, 2020.

Standard Single Booth - \$900 (10x10, 100 Square Feet)

Standard Double Booth - \$1,450 (10x20, 200 Square Feet)

Non-Profit / University - \$300 *limited to one Standard Single Booth (10x10, 100 Square Feet)

Included with each Exhibit Booth is the following:

- Each 10' x 10' booth will be set with 8' high back wall drapery and 3' high side rail draperies
- One 7" x 44" Exhibitor ID sign
- One 8' draped table and two side chairs
- Security guard services
- 10 Amp electrical outlet. Additional electrical service is available for purchase.
- WiFi access
- A listing in the exhibitor directory on the conference website and METC Mobile App
- Breakfast and lunch on all conference exhibitor days:
 - Single booth – meals for two representatives
 - Double booth – meals for four representatives
- Meals may be purchased for additional booth representatives for a \$50 fee per person.

Additional Services Available for Purchase

Hard wire internet connectivity and additional electrical services are available for an additional cost through the St. Charles Convention Center. Please contact the exhibitor services department at 636.669.3011 or exhibitorsvs@StCharlesConventionCenter.com.

Carpet is not provided within your rented exhibit space. Rental carpet is available through Paramount Convention Services. Visit the Paramount website at www.paramountcs.com to view additional amenities for your booth. Our Paramount contact is Jessica Neubauer at jessica@paramountcs.com or 800.883.6578.

Exhibitor Demo Sessions

There are limited demo session opportunities available. If interested, please contact our Events Coordinator at asmith@edplus.org for submission information. Please note, submissions must be reviewed and accepted, organizations must purchase an exhibit booth and pay the \$300 demo session fee in order to secure session.

GENERAL CONFERENCE EXHIBITOR INFORMATION

Location:

St. Charles Convention Center
One Convention Center Plaza
St. Charles, MO 63303
North Exhibit Hall

Exhibit Hours

- Move-In: Monday, February 10, 2020 – 12:30 p.m. – 4:30 p.m.
- Exhibit Hall Hours:
 - Tuesday, February 11, 2020 – 8:30 a.m. - 4:30 p.m.
 - Wednesday, February 12, 2020 – 8:30 a.m. – 1:30 p.m.
- Move-Out: Wednesday, February 12, 2020 – 1:30 p.m. – 4:30 p.m.

Booth Set-up and Tear Down

- Set up in the Exhibit Hall is open on Monday, February 10, 2020 from 12:30 p.m. to 4:30 p.m.
- The Exhibit Hall opens Tuesday, February 11 at 8:30 a.m. We request at least one company representative be present at your booth during all exhibit hall hours.
- Booth tear down can begin at 1:30 p.m. on Wednesday, February 12, 2020. Exhibitors, along with ALL booth contents must be out of the Exhibit Hall no later than 4:30 p.m.

Selling from the Exhibit Hall Floor

Exhibitors may sell items during the conference exhibit hall hours. Neither EducationPlus nor the St. Charles Convention Center are responsible for any losses or liabilities that occur due to this activity.

Lead Retrieval

Lead retrieval services will be provided through 1st Sales - Tradeshow Leads. Additional information to follow.

Conference General Contractor

Once you have registered online to be an METC conference exhibitor, you will be contacted by Paramount Convention Services with the exhibitor kit information.

Our #METC20 Conference contact is Jessica Neubauer at Paramount Convention Services, Inc. at jessica@paramountcs.com or 800.883.6578.

Parking

Parking is free at the St. Charles Convention Center and for guests at the Embassy Suites. Overflow parking is in the northwest corner next door to the convention center.

Cancellation Policy

Cancellation requests must be made in writing to LaDonna Henderson at lhenderson@edplus.org. Cancellations made by January 10, 2020 will incur a 20% cancellation fee. Cancellations received after January 10, 2020 are not eligible for a refund.

METC Conference will not be cancelled due to inclement weather. No-shows will be billed in full.

Hotel Reservations

The following hotels are near the St. Charles Convention Center and have discounted METC rates.

Embassy Suites Hotel (Connects to the Convention Center)

Two Convention Center Plaza

St. Charles, MO 63303

636.946.5544

Daily Rate: \$154 **Group Rate is valid through 1/11/20*

Group Code: ETC

Drury Hotels

380 Mulholland Drive

St. Charles, MO 63303

636.724.5772

Daily Rate: \$113 **Group Rate is valid through 1/8/20*

Group Code: 2388714

Additional Nearby Hotels

True by Hilton St. Charles St. Louis

333 Camelback Road

St. Charles, MO 63303

636.669.2500

Fairfield Inn & Suites by Marriot St. Charles

801 Veterans Memorial Parkway

St. Charles, MO 63303

636.946.1900

About EducationPlus

Founded in 1928, EducationPlus is an educational service agency that provides technology training, staff development, cooperative purchasing, legislative advocacy and financial services to public school districts in the Greater St. Louis Metropolitan Area. EducationPlus serves over 500 schools and more than 300,000 students – or nearly one-third of Missouri’s K-12 students.

EducationPlus’ mission is to enhance educational opportunities for all students by providing exemplary service to member districts.

SPONSORSHIP OPPORTUNITIES

Does your organization want to support a leading education-technology conference in the region that is designed to enhance teaching and learning in today's classrooms?

Why become an METC Conference sponsor?

- Increase your product and brand recognition to our 1,700 attendees
- Be recognized as a leader for products and services in educational technology
- Stand out from the competition and become well-known to area schools
- Support the education community by supporting opportunities for teaching and learning
- Be a part of the future success of students in our region

Sponsors receive the following benefits

- Company name / logo listed on the METC website, Mobile App and Conference Program Grid
- Acknowledgement within the METC Conference eNewsletter and social media
- Conference recognition including ad (static image) on conference lobby monitors and/or introduction of conference speakers

Specialty Luncheon Speaker \$3,500	Receive an opportunity to speak at the start of the luncheon. Signage promoting your company will be placed at the event.
Speaker Appreciation Reception \$2,500	Receive an opportunity to interact with Featured Speakers and Spotlight Educators. Signage promoting your company will be placed at the event.
Lanyard \$2,500	Your company name/logo will be printed alongside the METC logo on approximately 2,000 lanyards distributed to attendees, presenters and exhibitors.
Student Squad \$2,000	Sponsor a team of students supporting METC conference activities. Your logo will be on Student Squad t-shirts and select conference signage.
Breakfast \$1,500	Receive an opportunity to greet and interact with attendees during breakfast. Signage promoting your company will be placed in the breakfast area.
Afternoon Snack Break \$500	Receive an opportunity to greet and interact with attendees during the snack break. Signage promoting your company will be placed in the snack break area.

In addition to sponsoring specific areas of the conference, there are also opportunities to partner with the conference through in-kind donations of needed equipment and services.

Please contact **Mandi Smith** at asmith@edplus.org to develop a sponsorship package that enables you to support the worthwhile efforts of the METC Conference.