



**FLORIDA SCHOOL COUNSELOR ASSOCIATION (FSCA)  
2024 CONVENTION EXHIBITOR/SPONSOR AGREEMENT  
November 6-9, 2024**

The organization below agrees to the terms of this agreement to contract for exhibit space and/or sponsorship opportunities offered by the 2024 Florida School Counselor Association (FSCA) Annual Convention, which will be held at the Hilton Embassy Suites, USF at 3705 Spectrum Blvd, Tampa, Florida 33612. This will become a contract when countersigned by a representative of FSCA. The form must be received by FSCA no later than **October 7, 2024** for the exhibitor or sponsor to be listed on promotional materials.

***Early Registration for Sponsors and Exhibitors***

*Sponsors and Exhibitors who reserve their spot and pay before **July 31, 2024** will receive a 10% discount on the cost of their sponsorship/exhibit reservation.*

Name of organization as you wish it to appear in the conference program, limited to 26 characters and/or spaces

\_\_\_\_\_ *Name of contact to receive correspondence* *E-mail address*

\_\_\_\_\_ *Address* *City* *State* *Zip*

\_\_\_\_\_ *Phone* *Fax*

\_\_\_\_\_ *Name of 1st person to receive full-pass registration (if applicable)* *E-mail addresses*

\_\_\_\_\_ *Name of 2nd person to receive full-pass registration (if applicable)* *E-mail address*

\_\_\_\_\_ *Name of 3rd person to receive full-pass registration (if applicable)* *E-mail address*

\_\_\_\_\_ *Name of 4th person to receive full-pass registration (if applicable)* *E-mail address*

\_\_\_\_\_ *Additional Notes*

## Exhibitor/Sponsor's Responsibilities

- ❖ Provide FSCA either a .jpeg logo file in high resolution (300 dpi) or a camera-ready logo for use on convention communications to Curtis Jenkins at fscaexhibitor.sponsor@gmail.com by **October 10, 2024**.
- ❖ Provide a company description for the Virtual Exhibit Hall and the onsite convention app (50 words or fewer) to fscaexhibitor.sponsor@gmail.com by **October 10, 2023**.

### Notes:

- ❖ Electrical, telephone, audiovisual and drayage services are not included in the registration fee. You will receive service kit prior to the convention containing information about ordering these services.
- ❖ Space is limited, early reservations are recommended.
- ❖ Tables are assigned on a first- come, first-served basis.
- ❖ Exhibitors may not permit any other organization to use its exhibit space.

## Payment Information

### Table Registration

<input type="checkbox"/> Exhibit table (\$900 first table)	\$ _____
<input type="checkbox"/> Additional table(s) (\$500 x _____ tables)	\$ _____
<input type="checkbox"/> Silver Sponsorship (\$2300)	\$ _____
<input type="checkbox"/> Gold Sponsorship (\$3800)	\$ _____
<input type="checkbox"/> Platinum Sponsorship (\$5300)	\$ _____
Subtotal #1	\$ _____ <b>SUBTOTAL #1</b>
Less 10% for early bird registration, if payment received by <b>July 31, 2024</b>	\$ _____ <b>LESS DISCOUNT</b>
Subtotal #2	\$ _____ <b>SUBTOTAL #2</b>

### Sponsorship Registration

<input type="checkbox"/> Registration Tote Bag Sponsorship (\$800) (Contact <a href="mailto:fscaexhibitor.sponsor@gmail.com">fscaexhibitor.sponsor@gmail.com</a> for more information)	\$ _____
<input type="checkbox"/> Snack Station (\$1400)	\$ _____
<input type="checkbox"/> Keynote Speaker Sponsorship (Contact <a href="mailto:fscaexhibitor.sponsor@gmail.com">fscaexhibitor.sponsor@gmail.com</a> for more information)	\$ _____
Total Amount Due (Subtotal #2 + Sponsorship Registration)	\$ _____ <b>TOTAL DUE</b>

- I will pay by credit card using the FSCA secure online payment system at:  
<https://fsca.wildapricot.org/event-5770077>
- I will pay by check (check enclosed and payable to FSCA)

## FSCA Notes

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## ***Exhibitor/Sponsor's Relationship to FSCA and the Convention***

- ❖ Exhibitors may not distribute material regarding products or services that compete with those of FSCA, nor to hold meetings or otherwise encourage absence of attendees during the official hours of the convention.
- ❖ In the event of cancellation or relocation of the convention due to circumstances over which FSCA has no control, FSCA shall have no liability or responsibility to refund any fees paid by exhibitors or sponsors.
- ❖ FSCA reserves the right to remove from the premises any or all of the property of the exhibitor without prior notice and without hearing should the conference or convention be canceled or relocated or should the exhibitor violate any of the conditions of this agreement.
- ❖ FSCA undertakes no duty to exercise care, nor does it assume any responsibility, for the protection and safety of the exhibitor, its representatives or property. The exhibitor agrees to indemnify and hold FSCA and its agents harmless from all such claims and from all claims or liability of any nature whatsoever arising from the activities of the exhibitor or any of his representatives or from the display or use of property of the exhibitor.
- ❖ Exhibitor assumes all responsibility to secure their property, materials, and display at all times.

By acceptance of this agreement, exhibitors agree to abide by the FSCA Code of Conduct found at [FSCA Code of Conduct](#).

## ***Exhibitor's Acceptance***

I, \_\_\_\_\_ the duly authorized representative of the firm named above, subscribe and agree to all terms and conditions contained in this agreement.

\_\_\_\_\_  
*Exhibitor Signature*

\_\_\_\_\_  
*Date*

## ***Contract Accepted by FSCA***

\_\_\_\_\_  
*FSCA Designee Signature*

\_\_\_\_\_  
*Date*

Please complete and return this form by e-mail ([fscaexhibitor.sponsor@gmail.com](mailto:fscaexhibitor.sponsor@gmail.com)). Pay with credit card via our online payment system or send a check to:

**FSCA Convention Exhibits & Sponsorship**  
Florida School Counselor Association  
c/o Curtis Jenkins, Chair Exhibitors/Sponsors  
1010 Gardenia Dr.  
Tallahassee, FL 32312  
Phone: (207) 329-3446

For more information, contact Curtis Jenkins via email at: [fscaexhibitor.sponsor@gmail.com](mailto:fscaexhibitor.sponsor@gmail.com).