

SUPERINTENDENTS' COMMISSION FOR THE STUDY OF DEMOGRAPHICS AND DIVERSITY

Annual Regional Conference
"Transforming the Paradigm of Educating Children"

March 26 & 27, 2020
Holiday Inn & Tinley Park Convention Center
18451 Convention Center Drive
Tinley Park, IL 60477

VENDOR NAME: _____
CONTACT NAME: _____
ADDRESS: _____
CITY: _____ STATE/ZIP: _____
TELEPHONE: _____ Email: _____
FAX NUMBER: _____

PRODUCT DESCRIPTION: _____

Provisions: Space will include one draped table (conference size), two chairs, and space for one vendor sign.

Terms of Payment: A check or money order in the amount of \$350.00 for a vendor table, or \$400.00 for a vendor table and electricity must accompany a signed contract, submitted no later than February 15, 2020 or by special arrangement. Neither partial payment nor a telephone call holds exhibit space. **The fee for electricity is an additional \$50.00. The fee for electricity requests after February 15, 2020 will be \$75.00.**

Cancellations: Written notice must be received by the confirmed exhibitor by February 1, 2020. A **\$25.00** processing fee will be assigned all cancellations within the time frame. No refunds paid after March 1, 2020.

Hold Harmless Agreement: Exhibitors assume entire responsibility and hereby agrees to protect, indemnify, defend, and save the Superintendents' Commission for the Study of Demographics and Diversity, its volunteers, representatives and agents harmless against all claims, losses, damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by any Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or parts thereof.

In Addition: Exhibitor acknowledges that SCSDD does not maintain insurance covering Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption and property damage insurance covering such losses by the Exhibitor. The Exhibitor must make arrangements for storage of personal property when not exhibiting.

It is understood that this application when signed and submitted with the appropriate payment becomes a contract when approved and countersigned by the Superintendents' Commission for the Study of Demographics and Diversity.

Vendor Set-Up: March 25, 2020 – 4:00pm-6:00pm
Vendor Hours: March 26, 2020 - 8:00am-3:45pm ~ March 27, 2020 – 8:00am - 3:45pm

Exhibitor's Signature: _____ Date: _____

Accepted By: _____ Date: _____

Email: kgiles@scsdd.net

Make checks payable to: **Commission for the Study of Demographics & Diversity**
Annual Regional Conference
P. O. Box 1303
Harvey, Illinois 60426
Conference Website: www.scsdd.net