



**NORTH CAROLINA  
PUPIL TRANSPORTATION ASSOCIATION**

**EXHIBITOR REGISTRATION PACKET  
66th ANNUAL TRANSPOSIUM**

**Hickory Metro Convention Center  
Hickory, NC  
June 15-18, 2020**

# EXHIBITOR INFORMATION

Thank you for your interest in participating in the Annual North Carolina Pupil Transportation Association Transposium at the Hickory Metro Convention Center in Hickory, North Carolina.

To participate in training and to reserve space for our trade show:

- Complete, print and sign the Exhibitor Registration Form.
- Complete the Exhibitor Name Badge Information Form.
- Complete the Course Training / Product Demo Form:
- Complete the Exhibitor Sponsorship Form (only if interested)
- Mail these items along with a check or money order (US Funds/US Bank) for the full amount of your exhibitor application by May 1, 2020 to:

Brian Littke  
1621 Pinecrest Road  
Rocky Mount, NC 27803

## NCPTA State Officers & Staff

President	Patsy Hudson	252-756-1424 x7158	<a href="mailto:HUDSONP@pitt.k12.nc.us">HUDSONP@pitt.k12.nc.us</a>
Vice-President	Kevin Griffin	910-893-8267	<a href="mailto:KGRIFFIN@mcps.net">KGRIFFIN@mcps.net</a>
Secretary	Marlon Watson	980-210-2836	<a href="mailto:MARLON.WATSON@UCPS.K12.NC.US">MARLON.WATSON@UCPS.K12.NC.US</a>
Treasurer	Brian Littke	252-467-3575	<a href="mailto:BWLITKE@NRMS.K12.NC.US">BWLITKE@NRMS.K12.NC.US</a>
Past President	Vec Dunn	704-390-1598	<a href="mailto:DELVICOD.DUNN@CMS.K12.NC.US">DELVICOD.DUNN@CMS.K12.NC.US</a>
Transposium Coordinator	Cynthia Phillips	910-308-9652	<a href="mailto:CPP290@GMAIL.COM">CPP290@GMAIL.COM</a>
Executive Director	Scott Denton	919-495-0251	<a href="mailto:KLONTESKASOLUTIONS@GMAIL.COM">KLONTESKASOLUTIONS@GMAIL.COM</a>

## Hotel Information

We have several hotels in Hickory designated for the Transposium. Please visit our web site at [www.ncpta.com](http://www.ncpta.com) for the Transposium information, room rates and how to book your room(s). In order to receive the transposium rate, you will need to reference NCPTA at the time of reservations.

## Vendor Registration Packets

Vendor packets will be available at the NCPTA registration desk during member registration times. Information regarding parking/unloading area will be sent out prior to transposium.

## Advertisements

Advertisements or items can also be placed in each delegate registration packet for a fee. Vendor is responsible for providing all copies (Quantity of 600) and materials. The maximum size for inserts is 8.5 x 11. All advertising, handouts or courses need to be related to the pupil transportation industry and cannot publicly criticize a competitor or their product. Advertisements in transposium book can be color or black and white. NCPTA has no control over the quality of the submitted advertisements. **All advertisements and packet inserts are due May 1, 2020.** For best results, all advertisements should be submitted electronically. Ads are to be sent electronically to Cynthia Phillips, NCPTA Transposium Coordinator, at [CPP290@GMAIL.COM](mailto:CPP290@GMAIL.COM).

Cynthia Phillips  
5247 Heather Street  
Hope Mills, NC 28348  
(910)308-9652

## **TRADE SHOW INFORMATION**

NCPTA Trade Show Managers are:

Brian Littke (252)462-2480 (office) (252)467-3575 (cell) and Vec Dunn (704)-390-1598.

### **Trade Show Booth**

Each 10'x10' booth includes: piping with 8' high back drape and 3' high draped side rails; company name sign on back drape, (1) draped table and (2) folding chairs. There is a charge of \$75.00 for electricity (110V) in your booth. Please be sure to select this option when you complete your registration form. Request for additional furniture, specialty electrical service, wired internet access, special signage or any other requests need to be made to the trade show managers no later than May 11, 2020. Any of these requests will carry an extra charge which is not included in the standard booth fee.

With the purchase of 2 or more booths, NCPTA will offer a full-page ad in the Transposium Book at no charge. If all standard booths are reserved, a waitlist for additional booths will be created. Additional booths will have the same fee associated with them.

If you have a trailer or display that will be setup outside the convention center, please contact us for pricing on the booth area. For an outside booth, no piping or drapes are included. Signage will direct delegates to the booths. No refunds will be granted because of weather.

Each booth fee includes five (5) trade show badges. Up to three additional name badges may be purchased for \$50.00 each. The Decision Makers trade show time has been set aside for members who make purchasing decisions for their LEA to have one on one time with the vendor. The trade show will open for all members after.

### **Trade Show Schedule:**

Monday, June 15<sup>th</sup>

8:00 am until 12:00 noon – Setup

Tuesday, June 16<sup>th</sup>

7:00 AM – All Vendors Meeting

7:30 AM – Pre-Trade Show with Decision Makers (Directors, Supervisors and Coordinators)

9:00 am -Noon General Membership Trade Show

### **Door Prizes**

Vendors may have raffles or drawings during the trade show. NCPTA will have a microphone available and can assist with drawings and announcements of winner(s). Please do not feel expected to give stuff to visitors who do not have a delegate name badge. If you would like to donate any items for door prizes at the closing session on Thursday evening, please bring them to the registration desk with a business card attached so we can provide recognition during the session.

### **Shipping**

Exhibitors may ship items to Hickory Metro Convention Center 960 13<sup>th</sup> Ave Dr SE Hickory, NC 28602. There is no responsibility for items shipped to/from the convention center. Exhibitors are responsible for all shipping fees and arranging pickup at the convention center.

# 2020 EXHIBITOR REGISTRATION



## COMPANY/ORGANIZATION:

Item	Fee	Amount Due	Item	Fee	Amount Due
Exhibit Booth: QTY:	\$800	\$	Transposium Book Ad ¼ Pg. in Color	\$200	
Electricity in Booth	\$ 75	\$	Transposium Book Ad ½ Pg. in Color	\$225	
Additional Name Badges	\$ 50	\$	Transposium Book Ad Full Pg. in Color	\$275	
Exhibitor Product Demo	\$200	\$	Bus Display Inside Trade Show (up to 2 Buses)	\$2,500	
Registration Packet Advertising	\$500	\$	<b>Sponsorship(s)</b> <b>See last page for information</b>		
<b>Mailing Address: NCPTA Attn: Brian Littke 1621 Pinecrest Rd. Rocky Mount, NC 27803</b>	<b>TOTAL DUE: _____</b>				
<b>If you need to pay by Credit Card, email Brian Littke (bwittke@nrms.k12.nc.us). An additional 5% is added to all credit card transactions.</b>					

We would \_\_\_ Prefer or \_\_\_ Not Prefer to be next to: \_\_\_\_\_ at the Trade Show  
**(Please Check prefer or not prefer.)**

Products or Services to be exhibited: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Tradeshow Contact Information:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Title: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

By submitting this application and payment in full, the undersigned agrees to the following terms:

- Authorization for the NCPTA to reserve exhibit space at the Hickory Convention Center for the use by the above organization during the NCPTA Annual Transposium.
- NCPTA is not responsible for lost or missing paperwork.
- Advertisements must be postmarked or emailed by May 1, 2020.
- All forms and payment must be postmarked or emailed by May 1, 2020.
- After May 1, 2020 booth rates increase by \$200. No refunds will be granted.
- **Exhibitor applications will not be processed until full payment is received by NCPTA.**
  - Once registration is processed, the contact person will receive a confirmation email.

### (NCPTA Use Only)

Date Received: \_\_\_\_\_ Check# \_\_\_\_\_ SQ# \_\_\_\_\_ Amount: \_\_\_\_\_



## Exhibitor Name Badge Form

COMPANY/ORGANIZATION: \_\_\_\_\_

Five badges are included for each booth. Additional badges are \$50 each. The name badge includes a box lunch during trade show.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Please print name and title as you want it to appear on name badge.*

**\*\*\*Registered vendors are not permitted to purchase name badges for companies without a booth\*\*\***



## Exhibitor Course Training

Course training is designed to be product neutral. This is not for infomercials. Please be considerate of competitors when conducting a session.

Classroom Available Dates: Tuesday, June 16<sup>th</sup> 1:00 pm - 5:00 pm  
Wednesday, June 17<sup>th</sup> 8:00 am – 5:00 pm  
Thursday, June 18<sup>th</sup> 8:00 am – 5:00 pm

Requested Date: \_\_\_\_\_

Requested Time: \_\_\_\_\_ (Not guaranteed)

A synopsis of our course will be:

---

---

---

---

---

---

---

Company Name: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Instructor's Email: \_\_\_\_\_

Instructor's cell phone: \_\_\_\_\_



## Exhibitor Product Demonstration

Company Name: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Instructor's Email: \_\_\_\_\_

Instructor's cell phone: \_\_\_\_\_

\$ 200.00 per session

Session date and time available beginning on Monday, June 15, 2020 at 1:00 pm.

Requested Time: \_\_\_\_\_ (Not Guaranteed)

We wish to conduct a session for NCPTA delegates. A synopsis of our demonstration will be:

---

---

---

---

When available time slots are exhausted, no more will be added. NCPTA will provide a screen, projector and audio in each room. Space provided by NCPTA will seat a minimum of 35 people. No vehicle fluids or flammable products may be displayed in open containers inside the facility. NCPTA reserves the right to assign exhibitors into time slots on a first come first serve basis (determined by date payment is received).

### (NCPTA Use Only)

Date Received: \_\_\_\_\_ Product Demonstration Fee paid: \_\_\_Yes \_\_\_No

# ***2020 NCPTA Transposium Sponsorships***

*(Sponsorship checks are to be made payable to NCPTA)*

*(All food and beverage orders must be made with NCPTA)*

Sponsored

## **North Carolina State School Bus Driver Rodeo - \$8,000**

Sponsored

Sponsored

## **Transposium Opening Session - \$15,000**

Sponsored

Microphone time will be provided, and signage displayed

Sponsored

## **Badge Sponsorship - \$5,000**

Sponsored

Each attendee wears this name badge to all functions. It will have your logo and the NCPTA logo.

## **Transposium Gift - \$8,500**

This gift will have your logo for each attendee when they check-in at the registration desk.

## **Wednesday Luncheon - \$8,000**

Microphone time will be provided, and signage displayed

Sponsored

## **Bingo Night - \$3,000**

Sponsored

This event can be scheduled for Tuesday night at the Hickory Convention Center.  
Food and Beverages not included.

## **Tuesday Luncheon - \$7,500**

Place logo sticker on all boxed lunches

Sponsored

## **Corn Hole Tournament - \$3,000**

Sponsored

This event can be scheduled for Wednesday night at the Hickory Convention Center.  
No Food or Beverages Included in total

Sponsored

## **North Carolina State Bus Inspector Competition - \$5,000**

Sponsored

The hands-on competition will be held at the Hickory Convention Center on Thursday.  
Microphone time will be provided, and signage displayed

## **Thursday Closing Session - \$15,000**

Microphone time will be provided, and signage displayed



# ***2020 NCPTA Transposium Sponsorships***

***(Sponsorship checks are to be made payable to NCPTA)***

***(All food and beverage orders must be made with NCPTA)***

Sponsored

## ***Wi-Fi Sponsorship - \$1,500***

Sponsored

This will have your company name as the username for our members to login the Wi-Fi network.  
Signage will be displayed

Sponsored

## ***Shuttle for Hotels - \$2,000***

Sponsored

Your logo placed on the vehicles.

TBD

## ***Tire Change Competition Sponsorship - \$2,000***

TBD

(Signage will be present with your logo displayed)

Sponsored

## ***Gourmet Popcorn Break - \$2,000***

Sponsored

(Signage will be present with your logo displayed)

Popcorn Machine will pop fresh buttered popcorn  
White Chocolate Oreo popcorn and Caramel Apple Popcorn  
Plain popcorn bags with flavorings to be added

## ***Cookie Break - \$2,000***

(Signage will be present with your logo displayed)

Sponsored

## ***Ice Cream Break - \$2,000***

Sponsored

(Signage will be present with your logo displayed)

Assorted Grab and Go Ice Creams

Sponsored

## ***Krispy Kreme Doughnut Wall Display - \$2,000***

Sponsored

(Signage will be present with your logo displayed)

## ***2020 NCPTA Transposium Sponsorships***

***(Sponsorship checks are to be made payable to NCPTA)***

***(All food and beverage orders must be made with NCPTA)***

### ***Coffee Station for AM Monday – \$350.00***

(Signage will be present with your logo displayed)

### ***Coffee Station for PM Monday – \$350.00***

(Signage will be present with your logo displayed)

Sponsored

### ***Coffee Station for AM Tuesday – \$350.00***

(Signage will be present with your logo displayed)

Sponsored

### ***Coffee Station for PM Tuesday – \$350.00***

(Signage will be present with your logo displayed)

### ***Coffee Station for AM Wednesday – \$350.00***

(Signage will be present with your logo displayed)

### ***Coffee Station for PM Wednesday – \$350.00***

(Signage will be present with your logo displayed)

### ***Coffee Station for AM Thursday – \$350.00***

(Signage will be present with your logo displayed)

### ***Coffee Station for PM Thursday – \$350.00***

(Signage will be present with your logo displayed)