



**NORTH CAROLINA
PUPIL TRANSPORTATION ASSOCIATION**

**EXHIBITOR REGISTRATION PACKET
66th ANNUAL TRANSPOSIUM**

**Wilmington Convention Center
Wilmington, NC
June 21-24, 2021**

EXHIBITOR INFORMATION

Thank you for your interest in participating in the Annual North Carolina Pupil Transportation Association Transposium and at the Wilmington Convention Center in Wilmington, 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 April 30, 2021 to:

Brian Littke
1621 Pinecrest Road
Rocky Mount, NC 27803

NCPTA State Officers and Transposium Coordinator

President	Patsy Hudson	252-756-1424 x7158	hudsonp@pitt.k12.nc.us
Vice-President	Marlon Watson	980-210-2836	watsonm2@gcsnc.com
Secretary			
Treasurer	Brian Littke	252-467-3575	bwittke@ncpschools.net
Past President	Vec Dunn	704-390-1598	delvicod.dunn@cms.k12.nc.us
Transposium Coordinator	Cynthia Phillips	910-308-9652	cpp290@gmail.com

Hotel Information

We have several hotels in downtown Wilmington designated for the Transposium. Please visit our web site at 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 the NC Pupil Transportation Association Transposium or 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 April 30, 2021.** 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.

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 signs on back drape, (1) draped table and (2) folding chairs. **There is an additional 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 7, 2021. 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 wait list 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. Box lunches will be provided during the Decision Makers trade show. This is time 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 two hours later.

Trade Show Schedule:

Tuesday, June 22nd

3:00 PM – 5:00 PM – (Setup contingent upon booth assembly completion)

Wednesday June 23rd

7:00 AM – 10:30 AM – Setup

10:30 AM – All Vendors Meeting

11:00 AM – Pre-Trade Show and Lunch with Decision Makers (Directors, Supervisors and Coordinators)

1:00 PM – 4:00 PM General 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 Convention Makers 4501 Highway 544 Myrtle Beach, SC 29588. 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.

2021 EXHIBITOR REGISTRATION



COMPANY/ORGANIZATION:

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

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: _____

Tradeshaw 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 Wilmington 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 April 30, 2021.
- All forms and payment must be postmarked or emailed by April 30, 2021.
- After May 1, 2021 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: _____

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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.

Requested Date: Mon (6/21) Tues (6/22) Wed (6/23) Thurs (6/24)

Requested Time: _____

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: _____

June 23rd, 2021 - \$ 200.00 per session

Requested Time: _____

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

Any exhibitor with unfulfilled NCDPI training hours through a statewide vehicle contract will have to get training pre-approved by NCDPI before the NCPTA Transposium.

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 maximum 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).

Instructor's Name: _____ Title: _____

Instructor's Email: _____ Instructor's cell phone: _____

(NCPTA Use Only)

Date Received: _____ Product Demonstration Fee paid: ___ Yes ___ No



A note from our President,

As we began 2020 very few of us would have guessed we would be where we are today. We made the difficult decision to cancel our Transposium. We lost valuable training hours and the wonderful opportunity to meet with you. NCPTA values our relationship with our vendors and appreciates your continued financial support of our association, and particularly the NCPTA Transposium – our flagship event. We hope you are staying positive and optimistic for our 2021 Transposium in the Wilmington Convention Center, as difficult as that is to do right now. The dates are June 21st – June 24th. The trade show will be on Wednesday, June 23rd. Each and every contribution we receive from vendors is used to provide the best educational experience possible for our members. We could not do that without your support! Every new year provides us an opportunity to build on the one before with our goal being to help make the most of your partnership with NCPTA. The 2021 Transposium will provide an opportunity for vendors to sponsor activities and events at the Transposium that will maximize your exposure outside of the trade show halls with an opportunity for you to showcase your support to our members. Trade show booth rental will be in addition to sponsorship opportunities.

We are happy to announce our new web page. The web address is www.ncpta.com. On the home page, there is a section where you can join our group email. If you have any questions, please contact Cynthia Phillips.

Through our sponsorship opportunities, we strive to help you make the most of your corporate budget and support the training for our members. If this excites your team, we'd love to continue this conversation with you. Sponsorship opportunities are listed on the next pages. If interested in sponsorship, please contact Brian Littke at (252) 462-2480 (office) or (252) 467-3575 cell.

We're excited to hear from you!

Sincerely,

Patsy Hudson
NCPTA President

2021 NCPTA Transposium Sponsorships ***(Sponsorship checks are to be made payable to NCPTA)***

(All food and beverage orders must be made with NCPTA)
All sponsorships will include signage.

Sponsored

Badge Sponsorship - \$5,000

Sponsored

This is the name badge each attendee will wear daily to all functions. It will have your logo along with NCPTA.

Sponsored

Bingo Night - \$3,000

Sponsored

This event can be scheduled for Tuesday night at the Wilmington Convention center.

Food and Beverages not included

Sponsored

Wi-Fi Sponsorship – \$5,000

Sponsored

(Sponsors name will be the username)

Sponsored

Corn Hole Tournament - \$3,000

Sponsored

This event can be scheduled for Wednesday night at the Wilmington Convention Center. No Food or Beverages Provided

Bottled Water Stations

Bottled Water and Sodas AM Tuesday	\$ 1,000.00
Bottled Water and Sodas PM Tuesday	\$ 1,000.00
Bottled Water and Sodas AM Wednesday	\$ 1,000.00
Bottled Water and Sodas AM Thursday	\$ 1,000.00
Bottled Water and Sodas PM Thursday	\$ 1,000.00

Coffee Stations

Coffee Station AM Tuesday	\$ 600.00
Coffee Station PM Tuesday	\$ 600.00
Coffee Station AM Wednesday	\$ 600.00
Coffee Station AM Thursday	\$ 600.00
Coffee Station PM Thursday	\$ 600.00

2021 NCPTA Transposium Sponsorships

(Sponsorship checks are to be made payable to NCPTA)

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

All sponsorships will include signage.

Cookie Break

This event will feature an assortment of fresh baked cookies.

Cookie Break AM Tuesday	\$2,000.00
Cookie Break PM Tuesday	\$2,000.00
Cookie Break AM Thursday	\$2,000.00

Sponsored

Ice Cream Break - \$2,000

Sponsored

Krispy Kreme Original Glazed Break

AM Wednesday \$2,000.00

This event will occur during the morning break.

Sponsored

NC Best Bus Router Competition

Sponsored

2021 NCPTA Transposium Sponsorships

(Sponsorship checks are to be made payable to NCPTA)

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

All sponsorships will include signage.

Sponsored

NC State Bus Inspector Competition - \$5,000

Sponsored

The hands-on competition will be held at the Wilmington Convention Center on Thursday.

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

On Monday morning, school bus drivers, NCPTA Members and DMV staff from across the state will gather at Ashley High School in Wilmington for this competition. The sponsorship provides trophies and lunch. Sponsorship will receive microphone time.

Transposium Gift - \$8,500

This is the gift for each attendee. They are given at the registration desk. It will have only your logo.

Sponsored

Transposium Opening Session and Dinner - \$15,000

Sponsored

Microphone time will be provided and signage displayed

Tuesday Luncheon - \$8,000

Microphone time will be provided and signage displayed

Thursday Closing Session - \$15,000

Microphone time will be provided and signage displayed

Wednesday Luncheon - \$7,500

Boxed lunches set up in the Riverside Concourse. Signage displayed.