

2021 Exhibitor Agreement

The undersigned hereby reserves exhibition space at the 48th General Assembly of the Presbyterian Church in America, June 28 - July 2, 2021 in St. Louis, MO. The Exhibit Hall will be open Tuesday, June 29 - Thursday, July 1.

Policies and Procedures:

The undersigned has read and agrees to abide by the [Exhibitor Policies and Procedures](#) set by the Administrative Committee. By filling out this registration form, you are agreeing to our policies and procedures. **Please note, we have updated our policies and procedures.**

Sponsorship Opportunities:

The undersigned requesting sponsorship of the 48th General Assembly agrees to have all advertisements and inserts approved by the Administrative Committee.

Selling from Booth:

For the undersigned who has requested and been approved to sell directly from the exhibit booth, agrees to pay the additional fee. See Exhibitor Policies and Procedures for details regarding the approval process.

Exhibitor Housing:

We request that all exhibitors stay in the contracted hotels, who have agreed to help with the rental cost of the meeting space. Please help keep both your and our costs down! Lower costs for us mean lower rates for you.

Endorsements:

The undersigned understands that permission to sponsor and/or to place an exhibit does not imply the endorsement of the Presbyterian Church in America (PCA) of the undersigned's product, services, or objectives. The PCA assumes no responsibility for misrepresentations made by exhibitors. The undersigned agrees that all representation made by the undersigned shall be accurate and truthful.

Release of Liability (Responsibility Clause):

The exhibitor shall be fully responsible to pay for any and all damages to property owned by the America's Center Convention Complex, its owners or managers, which result from any act or omission of the exhibitor. Exhibitor assumes responsibility and agrees to indemnify, defend and hold harmless the America's Center Convention Complex, and their respective owners, managers, subsidiaries, affiliates, employees and agents, and Presbyterian Church in America from and against any claims or expenses arising out of the use of the exhibition premises. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the exhibitor, its agents, employees, and business invitees which arise from or out of the exhibitor's occupancy and use of the exhibition premises, or any part thereof.

The exhibitor understands that neither the Presbyterian Church in America nor the America's Center Convention Complex maintain insurance covering the exhibitor's property and it is their sole responsibility.

Photo Release

The Presbyterian Church in America and its legal representatives and assigns, retain the right and permission to publish, without charge, photographs taken during the General Assembly. These photographs may be used in publications, including electronic publications, or in audio-visual presentations, promotional literature, advertising, or in other similar ways.

Medical Release

While we do our best to provide the safest possible environment for our events, the Presbyterian Church in America cannot be held responsible for any medical emergencies that occur during the General Assembly.

Security

The PCA Administrative Committee seeks to arrange for security personnel in the Exhibit Hall during non-Exhibit Hall hours. Neither the PCA, PCA Administrative Committee, or the security company personnel will be liable for any damage or theft to the exhibitor's display or property. The security that the PCA is providing is for the PCA and its guests and not for the protection of exhibitor's property. The exhibitor should not rely on PCA-provided security for any reason.

Refunds:

There shall be a \$25 administrative fee for canceling exhibit arrangements up to 30 days prior to the opening of the Assembly, **May 30.**

- May 27 through June 9 - one-half of the exhibit fees shall be refunded.
- No refund will be considered, except for extraordinary circumstance, after June 9, 2021.

This agreement contains the entire understanding between the parties, and no representation or inducement has been made that is not set forth herein.



PCA GENERAL ASSEMBLY 2021 EXHIBITOR AGREEMENT

**America's Center
Convention Complex
St. Louis, MO
June 28 – July 2, 2021**

Sponsorship Packages:

Gold, Silver, and Bronze sponsorship packages provide you the flexibility to choose the brand recognition options that best fit your organization. All three levels include:

- Logo on the Commissioner Tote Bag
- Enhanced listing on the Mobile App
- Logo on Assembly Signage
- Name in the Commissioner Handbook

Gold Level - Includes one booth with a premium placement location and your choice of any **two** brand recognition items.

Silver Level - Includes one regular booth and your choice of any **two** brand recognition items.

Bronze Level - Includes one regular booth and your choice of **one asterisk** brand recognition item.

Booth Pricing:

\$700 per booth for registrations and payments **received by April 30**.

\$800 per booth for registrations and payments **received May 1 or later**, if space is available.

Selling from Booth:

For the exhibitor who has requested and been approved to sell directly from the exhibit booth, the fee will be **\$350, plus booth rental**. See the Exhibitor Policies and Procedures for details regarding the approval process.

To register by credit card, please use online registration at:

pcaga.org/exhibitors/

If registering by mail, make check payable to:

Presbyterian Church in America

Return by mail to:
1700 North Brown Road, Suite 105
Lawrenceville, Georgia 30043-8143
E-mail to: events@pcanet.org

Comments: _____

Name to Print on Exhibit Booth Sign: _____

Individual to Receive Exhibit Hall Information:

Name: _____ Title: _____

Mailing Address: _____ (City) _____ (State) _____ (Zip)

Email: _____ Phone: _____

Signature: _____ Date: _____

Sponsorship Packages

Please select your sponsorship level: Gold Level - \$3,500; Silver Level - \$2,500; Bronze Level - \$1,500
All three levels receive one (1) complimentary exhibit booth. Gold Sponsors receive priority booth placement.

Exhibit Booth Rental

Space Rental for regular exhibit space will be:
\$700 for registrations received by April 30

(A) _____ Level Total _____
(B1) \$700 x _____ Total _____
(Number of Exhibit Booths)

\$800 for registrations received May 1 or later

(B2) \$800 x _____ Total _____
(Number of Exhibit Booths)

Selling from Exhibit Booth:

Space rental for selling directly from exhibit space, add an additional \$350:
You must receive permission from the AC to sell directly from your booth.

(C) \$350 x _____ Total _____

A la Carte Options

Exclusive Sponsorship - Limited Availability Options

Convention Center Wi-Fi Sponsor

Organization name or logo will appear on password cards, on large screen announcements for the Wi-Fi, and in printed materials.

(D1) \$1,000 x _____ Total _____
(Two Sponsors Only)

Coffee Sleeve Sponsor - includes logo on cup sleeve

Your organization logo on each coffee cup sleeve and at coffee stations.

(D2) \$750 x _____ Total _____
(Two Sponsors Only)

Assembly Wide Seminar Sponsor

\$1,250 large seminar sponsorship

(Sponsor 5 minute presentation at beginning of Assembly Wide seminar)

(D4) \$1,250 x _____ Total _____
(One Sponsor Only)

\$1,500 large seminar sponsorship

(Sponsor exposure at end of Assembly Wide seminar)

(D5) \$1,500 x _____ Total _____
(One Sponsor Only)

Dessert Social Sponsor - Dessert Station at or near your booth

Your organization name or logo on large screen announcements, in printed materials and at the dessert station.

(D6) \$500 x _____ Total _____
(No Sponsorship Limit)

Signage Sponsor - New Opportunity

Have your logo on signage in the convention center.

(D7) \$800 x _____ Total _____
(Two Sponsors Only)

Brand Recognition Options

Advertisement on Large Screens

(E1) \$800 x _____ Total _____
(Number of Advertisements)

Commissioner Tote Bag Insert

(E2) \$500 x _____ Total _____
(Number of Inserts)

Fellowship and Networking Seating Area

(E3) \$500 x _____ Total _____
(Number of Seating Arrangements)

Regular Seminar Sponsor*

(E4) \$300 x _____ Total _____
(Number of Seminars)

Water Station Sponsor*

(E5) \$300 x _____ Total _____
(Number of Stations)

Power Station Sponsor*

(E6) \$300 x _____ Total _____
(Number of Stations)

* Bronze Sponsor Package select option with an asterisk.

(E) Total _____

Payment Total

Sponsorship
Exhibit Booth Rental
Selling from Booth
Exclusive Sponsorship Limited Availability Options
Brand Recognition Options

Total from (A) = _____
Total from (B) = _____
Total from (C) = _____
Total from (D) = _____
Total from (E) = _____

Grand Total = _____