



INTERNATIONAL TUBA-EUPHONIUM CONFERENCE
 ARIZONA STATE UNIVERSITY
 MAY 31 – JUNE 3, 2023
 EXHIBIT/VENDOR SPACE RATES AND CONTRACT

EXHIBIT/VENDOR OPTIONS

EXHIBIT/VENDOR OPTIONS	COST	BOOTH(S) REQUESTED	ft ² of booth(s)	TOTAL
*PRIVATE ROOM 1 (GAMMAGE 212): 24' x 26' – 624 FT ²	\$1900			
*PRIVATE ROOM 2 (GAMMAGE 209): 980 FT ²	\$3000			
*PRIVATE ROOM 3 (MUSIC BLDG. W117): 26' x 20' – 520 FT ²	\$1600			
*PRIVATE ROOM 4 (MUSIC BLDG. W121): 23' x 20' – 460 FT ²	\$1400			
*PRIVATE ROOM 5 (MUSIC BLDG. W123): 17' x 20' – 340 FT ²	\$1100			
*+PRIVATE ROOM 6 (MUSIC BLDG. W130): 27' x 20' – 540 FT ²	\$1650			
*PRIVATE ROOM 7 (MUSIC BLDG. W218): 27' x 34' – 918 FT ²	\$2800			
**QUIET ROOM BOOTH SPACE: GAMMAGE 301 INCLUDES 1 TABLE, 2 CHAIRS, AND 2 BADGES ONLY 10 SPACES AVAILABLE: PRICING IS \$3.50/FT²	\$3.50 / ft ²			
**NOISE ROOM BOOTH SPACE: GAMMAGE 311 INCLUDES 1 TABLE, 2 CHAIRS, AND 2 BADGES ONLY 18 SPACES AVAILABLE: PRICING IS \$3.50/FT²	\$3.50 / ft ²			
EXTRA TABLE AND 2 CHAIRS	\$90			
*PRIVATE ROOMS COME WITH 2 TABLES, 4 CHAIRS, AND 4 BADGES. +THIS ROOM BEING SOLD AS A QUIET PRIVATE ROOM. **PLEASE SEE ATTACHED LAYOUTS FOR BOOTH NUMBERS AND FT ² .			Grand Total	

TERMS

- All private rooms and exhibition/ vendor space in large rooms are sold on a first come, first served basis.
- Exhibit space will open on Wed., May 31 and close on Sat., June 3. Hours are listed below. Vendors are free to arrive late/ depart early if desired, however, space is reserved/sold for the duration of the conference.
 - Wednesday, May 31 (10 am – 5 pm)
 - Thursday, June 1 and Friday, June 2 (9 am – 5 pm)
 - Saturday, June 3 (9 am – 2 pm)
- Load in is on Tuesday, May 30 from 9:00 am through 5:00 pm
- Incoming shipments may be delivered to the exhibit/ vendor space starting on Thursday, May 25.
- Return shipments must be shipped out by Tuesday, June 6 by 5:00 pm.
- A freight elevator, pallet jack, and hand trucks are available to transport merchandise from loading dock to exhibit/ vendor space.
- Free public Wi-Fi is available throughout the exhibit/ vendor space.
- Electrical outlets are plentiful, however, please plan to provide your own extension cords.
- Gammage Hall and the School of Music Building are across the street from each other, and events will be held in both buildings.
- Volunteers are available to help with load in and load out.
- Separate storage is available for boxes and pallets during the conference.
- All vendor space will be kept locked outside of exhibit/ vendor hours.
- A loading dock is available for load in and load out in both buildings.
- Parking is available within walking distance of the conference building.
- Shipping addresses will be sent upon receipt of Exhibit/ Vendor contract.
- Please direct all questions about exhibition/ vendor space to Brian Gallion (advertising@iteaonline.org) or 706.412.7564.

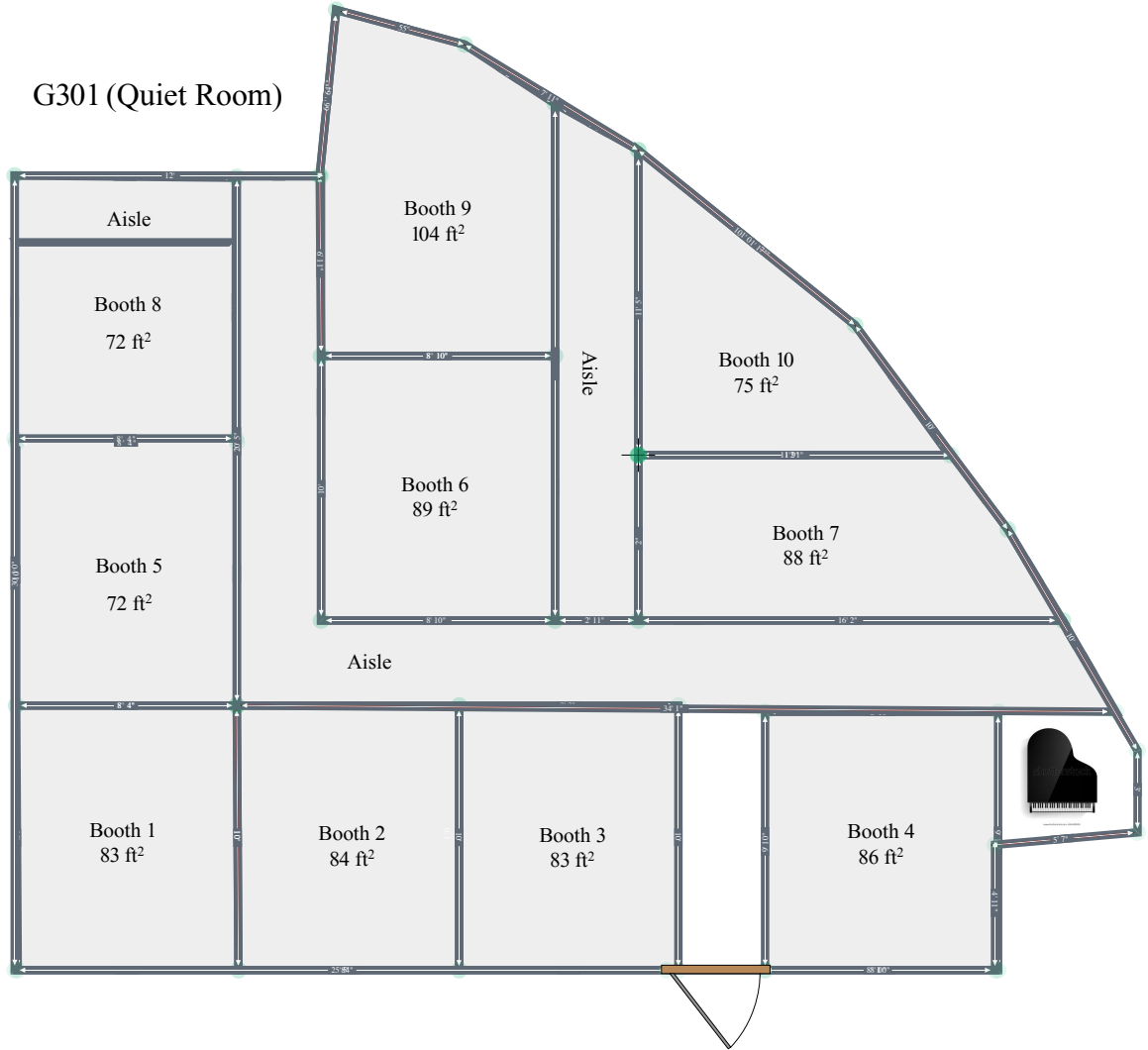
COMPANY NAME _____
 CONTACT PERSON _____
 BILLING PREFERENCE (EMAIL OR MAIL) _____
 ADDRESS FOR BILLING _____
 CITY, STATE, ZIP, COUNTRY _____
 TELEPHONE (REQUIRED) _____
 EMAIL ADDRESS (REQUIRED) _____

I AGREE TO THE TERMS SPECIFIED IN THIS CONTRACT AND WILL PAY THE AMOUNT WITHIN THIRTY (30) DAYS OF RECEIPT OF THE INVOICE. I UNDERSTAND THAT IF I DO NOT PAY BY THE DATE SPECIFIED, MY SPACE MAY BE FORFEITED.

SIGNED: _____ DATE: _____

PLEASE EMAIL THIS PAGE TO: BRIAN GALLION, ITEA ADVERTISING COORDINATOR
advertising@iteaonline.org Cell Phone: 706.412.7564

G301 (Quiet Room)



G311 (Noise Room)

