



**Virginia Interscholastic Athletic Administrators Association
Vendor Registration at 49th-50th Annual Conference**

Dates: March 23-24, 2022

Set-up Hours: Wednesday, March 23, 10:00am-1:00pm

Exhibit Hours: Wednesday, March 23, 1:00pm-4:00pm & 6:00pm
- 8:00pm. Thursday, March 24, 9:00am - 12:00pm

Exit Hours: Thursday, March 24, 12:00-2:00pm

EXHIBITORS SCHEDULE

Materials may be shipped to the hotel beginning **Monday, March 21, 2022.**
Omni Charlottesville, 212 Ridge McIntire Rd, Charlottesville , VA 23093

Tuesday, March 22, 2022

AM - Optional Golf Outing - Old Trail Golf Course- 10:00 am with Shotgun Start

PM - Outing to be determined

Wednesday, March 23, 2022

10:00 a.m. - 1:00 p.m. - Exhibitors' Setup

1:00 p.m. - 4:00 p.m. - Exhibit Hall Open

2:00 p.m. - 4:00 p.m. - Door Prizes

4:30 p.m. - 6:00 p.m. - Opening General Session (for ADs attending)

6:00 p.m. - 8:00 p.m. - Vendors' Gala (Food, Drinks & Door Prizes)

9:00 p.m. - 12:00 a.m. - Hospitality Room

Thursday, March 24, 2022

8:00 a.m. - 9:00 a.m. - Exhibitors Breakfast in Exhibit Hall

9:00 a.m. - 12:00 p.m. - Exhibit Hall Open

11:00 p.m. - 12:00 p.m. - Exhibits – Final Door Prizes & Donut Derby

12:00 p.m. - 2:00 p.m. - Exhibitors Breakdown

The Virginia Interscholastic Athletic Administrators Association greatly appreciates the support and involvement of our exhibitors. We have worked hard to provide our exhibitors with as many opportunities as possible to showcase their products and/or services to the conference attendees. In addition to exhibit time, exhibitors can interact with attendee at meals and social functions scheduled during the conference. Exhibitors are encouraged to complete the conference evaluation at the end of the show; in doing so, exhibitors will be assisting conference staff in improving the experience for all.

1. General Information

Company Name _____

Service Area _____ *ex. Equipment, Tickets, Sports Surfaces, Uniforms, etc.*

Description _____

Website http:// _____

Address Street _____
 City _____ State ____ Zip _____
 Primary Representative First _____ Last _____
 Email Address _____
 Phone Cell _____ Office/Work _____
 Position _____

Number of Years attending this conference *(including this year)* _____
 We are Corporate Sponsor _____ YES _____ NO
 Number of boxes being shipped to Charlottesville Omni Hotel _____
 Number of representatives attending the Exhibitors Breakfast on March 24 _____
 We will provide one or more door prizes: _____ Yes _____ No
 Description of Door Prize(s): _____

2. Booth Selection & Contract for Exhibit Space

Single booth (8'x8'): @ \$400.00 = \$ _____
 Double booth (8'x16'): @ \$600.00 = \$ _____

(Cost increases by \$50 after Deadline on March 1, 2022)

Electricity: YES _____ NO _____
 110 Volt Each/10 Amp Standard- 1 Outlet at \$50.00 YES _____ NO _____
 220 Volt Each/20 Amp Standard 1 Outlet at \$140.00 YES _____ NO _____
 Internet Service: (High speed internet is complimentary) YES _____ NO _____
 Number of boxes being shipped to Hotel _____

(Materials may be shipped to the hotel beginning Monday, March 21, 2022)

Number of representatives attending the Exhibitors Breakfast on March 24 _____

3. Identification Information: (Please complete all information to ensure best service)

BOOTH

We would like our Booth sign (approx 44" x 7") to read:

BOOKLET

We would like our information in the conference program to read:
 Company _____
 City _____ State _____

Product Line _____

4. Representatives Attending: (for whom we will create name badges)

Representative #1	First _____	Last _____
Representative #2	First _____	Last _____
Representative #3	First _____	Last _____
Representative #4	First _____	Last _____
Representative #5	First _____	Last _____
Representative #6	First _____	Last _____
Representative #7	First _____	Last _____
Representative #8	First _____	Last _____
Representative #9	First _____	Last _____
Representative #10	First _____	Last _____

5. GOLF OUTING

Tuesday, March 22nd, 2022 at Old Trail Golf Course- 10:00 am with Shotgun Start

Box Lunch served following golf and All proceeds will be used to support the VIAAA and Scholarships for outstanding student athletes

Tournament Format: Four Player captains choice (\$320.00 per team)

Player 1: _____
Player 2: _____
Player 3: _____
Player 4: _____

Buy a Mulligan: \$5.00 each, limit of two per golfer

Individual Participants: If you do not have a foursome, you can register as an individual For \$80.00 and will be paired up with other individual golfers.

No Refunds will be granted for Golf

6. Rules and Regulations

_____ Yes, Agree to Terms: The exhibitor assumes the responsibility and liability for losses, damages and claims arising out of the exhibitor's activities on the hotel premises and will indemnify, defend, and hold harmless the hotel, its owners and its management company, as well as their respective agents, servants, and employees from any and all such losses, damages and claims.

7. Conference Hotel Information

Rooms are available as of **NOW** from March 21 through 26, 2022 at the special rate of \$157.00 per night. Please be sure to make your reservations by February 21, 2022 in order to secure the special group rate.

<https://www.omnihotels.com/hotels/charlottesville/meetings/viaaa-conference-03212022>

Simply click on the hotel link and select the dates of your stay. To make your reservations by phone, please call 434-971-5500 and ask for the special rate for the Virginia Interscholastic Athletic Administrators Association (VIAAA) 2022 at the Omni Hotel Charlottesville.

Cancellation Policy: Exhibitor will receive a refund of exhibit fee less 25% service charge. If space is canceled prior to March 1st of each conference year. The VIAAA may cancel or refuse an exhibitor, if an exhibitor engages in unethical business practices or behavior deemed not acceptable by the Association.

Make checks payable to **VIAAA State Conference**

Mail to: Rodney Redd, Dir. Of Student Activities Charlottesville High School, 1400 Melbourne Road, Charlottesville VA 22901.

If you have questions or concerns, contact

Rodney Redd, DSA, Charlottesville High School
434-987-6626, reddr1@charlottesvilleschools.org.

Or

George Stanley, DSA, Louisa County High School
540-894-1770, stanlega@lcps.k12.va.us.