



Illinois Specialty Growers Association
1701 Towanda Avenue
Bloomington, IL 61701

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Illinois Specialty Crops, Agritourism and Organic Conference & Trade Show

January 11-13, 2017

Crowne Plaza Hotel & Convention Center
Springfield, Illinois

**“Representing producers of fruit, vegetables,
herbs, agritourism businesses, irrigated
growers, and organic production”**

Exhibitor Prospectus



Thank you for your interest in the Illinois Specialty Crops, Agritourism and Organic Conference. The conference is provided by the Illinois Specialty Growers Association, the University of Illinois, and the Illinois Department of Agriculture. The conference is aimed at meeting the needs of agritourism businesses, irrigation users, and producers of vegetable, herb, and fruit crops in Illinois and surrounding states. The 2017 Illinois Specialty Crops, Agritourism and Organic Conference will be held at the Crowne Plaza Hotel and Convention Center, 3000 South Dirksen Parkway, Springfield, IL. The hotel is conveniently located off I-55.

Booth Reservations and Assignments

Booths will be reserved as payments and applications are received. Attempts will be made to assign space in accordance with the exhibitor's choices specified on the completed application. If booths specified are not available, show management will determine booth location. Application and payment is due no later than November 23, 2016.

Table Top Display Space Available

If a company wishes to have an unmanned display containing product literature, space is available in the exhibit hall. Table top display is \$40 per foot with a minimum of two feet. Draped table and signage will be furnished.

Sponsorship Opportunity

If you wish to consider a sponsorship, exhibit booths and table top displays are included at the Gold and Silver level. Contact Charlene Blary at the number on the next page for a copy of the sponsorship application if you wish to pursue this option. Sponsorship funds go toward supporting food functions.

Trade Show Hours & Move-In Information

Wednesday, January 11: 4:30 - 6:30 p.m. (optional)
 Thursday, January 12: 8:00 a.m. - 5:30 p.m.
 Friday, January 13: 8:00 a.m. - 1:30 p.m.

We are offering optional trade show hours on Wednesday, January 11, after the pre-conference workshops conclude. The exhibit hall will be available for set up from 10:00 a.m. - 3:00 p.m. In order to exhibit on Wednesday, you must be set by 4:00 p.m. If you do not wish to exhibit Wednesday, move-in time will be 6:30 - 9:00 p.m. Wednesday evening or 6:00 - 8:00 a.m. Thursday morning. All exhibits must be in place by 8:00 a.m. Thursday.

Booth Fees

One 8' x 10' booth - \$400
 Block of two booths - \$750

Booth Fee Includes:

8' x 10' Carpeted Booth Back and Side Drapes
 Exhibitor Badges Attendance Roster
 Lunch (Thursday & Friday)
 1 Skirted table, 2 chairs (*Add'l tables/\$20 each*)
 Listing in Conference Program and on ISGA Web Site

Electrical Fees

For the 2017 conference, electrical needs will need to be requested directly through the Crowne Plaza. To request electricity, contact Melissa Horn at 217-585-2808 or mhorn@cpspringfield.com.

Shipping & Storage of Exhibits

Exhibit materials may be shipped to the convention center no more than 48 hours in advance of the conference and will be stored until the event. Shipments should be marked "Exhibit Materials - Hold for Specialty Crops, Agritourism, and Organic Conference - January 11-13, 2017." Send to:

*Crowne Plaza Hotel & Convention Center
 3000 S. Dirksen Parkway
 Springfield, IL 62703*

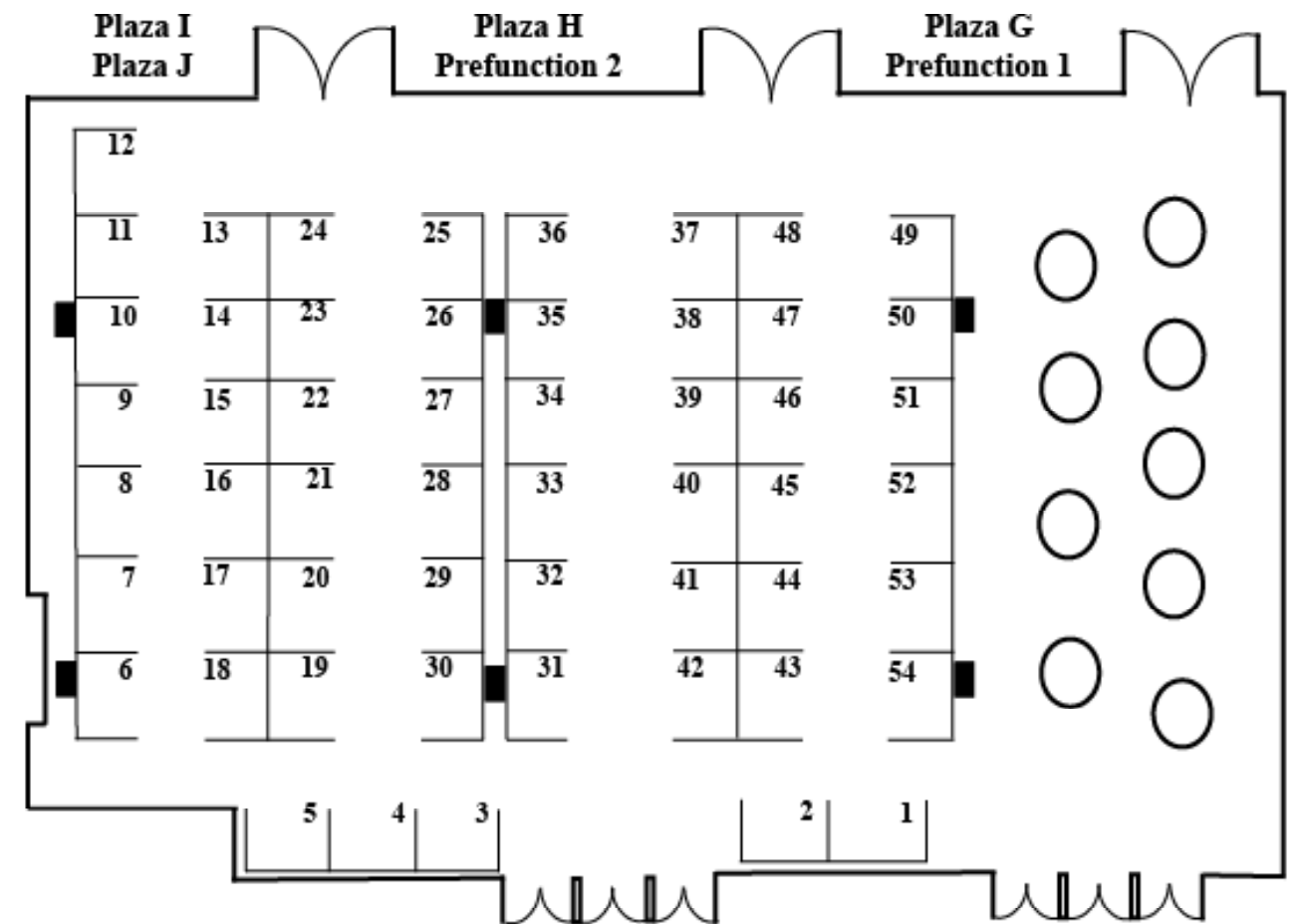
Exhibitor Move-Out

Removal of exhibits will start at 1:30 p.m. on Friday, January 13, and must be concluded by 6:00 p.m. that same day. We respectfully request that you do not start tearing down until 1:30 p.m. or later.

Booth Cancellation Policy

Notice of cancellation must be made by the exhibitor prior to November 23, 2016. All cancellations received by this date will receive a full refund minus a \$50 processing fee per booth. Space cancelled after this date will not be refunded. Booth space reserved after November 23 and cancelled will not be refunded.

2017 Illinois Specialty Crops, Agritourism & Organic Conference Trade Show Floor Plan



Hotel Accommodations

Lodging is available at the Crowne Plaza for \$96 per night (single or double) plus 12% tax. Lodging room Internet fee charges have been waived for this conference. Please call the hotel at 217/529-7777. Ask for in-house reservations, identify your organization as IL Specialty Crops, Agritourism and Organic Conference. Or, register on line at: www.ihg.com/crowneplaza. Select your dates and click on "book now." In the left column, fill in "ISG" as your group code, and click on "modify search."

Lodging reservations must be made by December 20 to be guaranteed the \$96 room rate.

Thank you for your interest in the Illinois Specialty Crops, Agritourism and Organic Conference. We look forward to working with you. Direct inquiries regarding exhibiting to:

**Charlene Blary
 Illinois Specialty Growers Association
 1701 Towanda Avenue
 Bloomington, IL 61701**

Ph. 309-557-2107 Fax: 309-557-3729 E-mail: Cblary@ilfb.org

**APPLICATION AND CONTRACT FOR EXHIBIT SPACE
ILLINOIS SPECIALTY CROPS, AGRITOURISM & ORGANIC CONFERENCE
CROWNE PLAZA, SPRINGFIELD, IL - JANUARY 11-13, 2017**

Please reserve for our use _____ booth(s) or Table top display space _____ (2 ft. minium)

First Choice _____ Second Choice _____ Third Choice _____
(If booths specified above are not available, Show Management will determine booth location.)

Firm Name _____

Contact Name _____

Address _____ City, State, Zip _____

Phone _____ E-mail address _____

Company web site address _____

Product/Service to be exhibited _____

Product to be donated as a door prize at Thursday evening banquet (optional) _____

Competitors from whom you desire booth separation _____

Exact Booth Sign Copy _____

(one line only - 32 characters including spaces and punctuation)

We enclose the sum of \$_____. Please make checks payable to: **Illinois Specialty Crops Conference**
(#500-4900-100)

Credit Card Payment: Mastercard Visa Discover

Cardholder name _____

Address _____ City, State, Zip _____

Account Number _____ Total Amount of Transaction _____

Signature of cardholder _____ Card Expiration Date _____

**Send application and
payment to:**

**Treasury Operations
Illinois Specialty Growers Association
PO Box 6228
Bloomington, IL 61701
Fax: 309-557-2008**

Phone 309-557-2481 (For credit card payment only)

It is understood that:

- Show Management reserves the right to accept or reject any application for exhibit space and to approve exhibitor displays.
- Exhibitors must adhere to the rules and regulations set forth by Show Management and the Convention Center and comply with applicable federal, state, and local laws.
- Exhibit space canceled after November 23, 2016, is not refundable. Refunds issued before November 23 will be subject to an application processing fee of \$50 per booth reserved. Exhibit space reserved after November 23 and canceled thereafter will not be refunded.
- Show Management is indemnified and held harmless from claim(s) arising out of the negligence of an exhibiting company's officers, directors, agents and employees.
- Merchandise on the show premises is at the exhibitor's responsibility and risk.
- Space will be assigned as applications and payments are received.

Authorized Signature _____

For Office Use Only:

Date Received _____

Amount Received _____

Amount Due _____

Booth(s) Assigned _____