

**Pennsylvania School Librarians Association
47th Annual Conference - April 30 – May 2, 2020
Hershey Lodge**

**EXHIBITS DATA SHEET
PSLA 2020**

Booths:

1. Booth Pricing:
 - Single booth \$550.00
 - Double booth \$1000.00
 - Additional booth \$450.00
 - Non-Profit booth \$350.00
2. Size= 10'x10' (Includes pipe and draping, 1-6' table draped, 2 chairs, waste basket and company sign) Exhibit area is carpeted.
3. ***Show colors are blue and gold.***
4. ***Booth registrations need to be received by February 14, 2020*** for inclusion in the printed conference program. Reservations for booth space will be taken after this date as long as there is available space.

Show decorator:

1. Hershey Exposition Services
365 Derry Rd Warehouse 47, Bay 3
Hershey PA 17033
Phone: 717.508.5926; Fax 717.298.1519
Email: Expositions@HersheyPA.com
Web: http://www.hersheymeetings.com/group_services/hershey_expo.php
2. Their exhibit packet will be forwarded upon registering for the show.
- 3 **Contact them for additional furniture, electrical service and for all drayage.**

Setup & Show hours:

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|-----------|----------|------------------------|
| 1. Set up | Thursday | 11:00 a.m. – 3:00 p.m. |
| 2. Show | Thursday | 4:00 p.m. – 6:00 p.m. |
| | Friday | 10:00 a.m. – 4:30 p.m. |

Online Exhibit Registration: Memberclicks – see email

1. If representing more than one company, please register under the corporate names rather than your personal name.
2. All booth personnel should be listed as representatives during registration.
3. For assistance with online registration, please contact Laura Ward at lward@psla.org.

Room registration:

1. This information is listed at <https://pslaconference.weebly.com> .
2. Room reservations can be made with your online registration.
3. Telephone number is 1.800.Hershey (437.7439)

Refund Policy:

A full refund will be given for any cancellation received prior to February 14, 2020. A 60% refund will be given if cancellation is received prior to March 20, 2020. No refund will be granted for cancellations received after this deadline. In case of an emergency, contact the exhibits chair.

