

I would like to extend an invitation to you to exhibit at our 2024 Christian Educators Convention:

Thursday and Friday, October 24 + 25, 2024

Grand Rapids South Christian High School

7979 Kalamazoo Ave SE

Byron Center, MI 49315

Expected Attendance: Approximately 1400

CEA (Christian Educators Association) consists of educators and administrators, grades pre-K-12, from over 140 Christian Schools in Michigan, Illinois, Indiana, and Wisconsin.

At the convention, we will be having the exhibit hall in the learning gymnasium.

Please note the following:

- 1- Set-up Time: Wednesday, Oct. 23, 2024: 2:00pm-8:00pm
- 2- Exhibit Time: Thursday, Oct. 24, 2024: 8:30am-4:45pm
Friday, Oct. 25, 2024: 8:00am-12:45pm
(You may exhibit Thursday only if you prefer.)
- 3- The cost to exhibit: \$300 for one booth and \$250 for each additional booth. Each booth includes an 8' table (not covered or skirted) and two chairs. Booths are 10' x 10'.
- 4- Extra tables may be rented for \$25 each. You must request them in your contract.
- 5- There are electrical outlets for you to use. (Note locations on the floorplan.) You need to bring your own extension cords and 6-ways.
- 6- You will be able to drive up to the back doors of the gym and unload your materials.

To exhibit, fill out the contract and mail it and a check (we cannot accept credit cards), made out to CEA, to:

CEA

Jerry Mastenbrook

1713 Paddington Road

Kalamazoo, MI 49001

More information, the exhibitors contract, and the exhibit hall lay-out can be found on our web-site: www.ceateachers.org/exhibitors

Sincerely,

Jerry Mastenbrook

CEA Exhibit Chairman

jemastenbrook@kcsa.org

(269) 492-8339

CEA Exhibit Space Application and Contract

Send all mail to: Christian Educators Association
Jerry Mastenbrook, Exhibit Chairman
1713 Paddington Road
Kalamazoo, MI 49001

The CEA Convention is at Grand Rapids South Christian High School, Oct. 24+25, 2024.

Booth Rental Costs: \$300, additional booths are \$250. Booths are 10' x 10' and come with an 8' table, 2 chairs, and use of an electrical outlet. A down payment of 20% must accompany reservations with full payment made by Oct. 1, 2024.

CANCELLATION POLICY: If the contract is cancelled by the exhibitor after 20 calendar days from the date of the acceptance contract, the booth deposit will not be refunded. If the exhibitor cancels on or after Oct. 1, 2024, no refund will be made. Cancellation must be in writing. Failure to appear at the convention does not release the exhibitor from the responsibility of payment for the full cost of the space that has been rented.

Payment included: \$ _____ deposit/payment in full.

Number of extra tables: _____ (\$25 each)

Choice of space: 1st choice # _____, 2nd choice # _____

IMPORTANT INFORMATION FOR THE EXHIBITOR LISTINGS

For the Convention Booklet, listing should appear as follows:

Company Name: _____

Street Address: _____

City: _____ State _____ Zip _____

Representative(s): _____

FUTURE CORRESPONDENCE SHOULD BE ADDRESSED TO:

Company Name: _____

Attention to Whom: _____

Street Address: _____

City: _____ State _____ Zip _____

Other Contact Info: email: _____

Phone #: _____

Authorized Signature: _____

Please execute and return with a deposit or full payment. An acceptance copy will be returned for your records.

**PLEASE DO NOT WRITE IN THE SPACE BELOW
ACCEPTANCE CONTRACT**

This application for exhibit space has been accepted and exhibit space has been assigned as follows. This is subject to change should circumstances require it.

Space #(s) _____ have been assigned to you. Date: _____

Price: _____ Amount Paid: _____

Signed: _____

Jerry Mastenbrook- CEA Exhibit Chairman

Grand Rapids South Christian High School
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Byron Center, MI 49315

