



South Carolina Council of Educational Opportunity Program Personnel

2009-2011

www.scceopp.org

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December 14, 2009

Greetings:

The Georgia Association of Special Programs Personnel (GASPP) and the South Carolina Council of Educational Opportunity Program Personnel (SCCEOPP) would like to invite you to be an exhibitor/vendor at our 2010 conference from March 29th through April 1st at the Downtown-Marriott, Columbia, South Carolina. This year's theme is *TRiO: Blazing the Trail for College Opportunity*

The conference will feature a variety of plenary session's concurrent workshops, and innovative networking opportunities. More than 250 TRiO professionals from both educational institutions and community service agencies will be in attendance. These attendees will be at the conference to acquire the kind of cutting-edge information, equipment, and materials that a business such as yours can provide. This is a wonderful opportunity to not only gain exposure for your group or company, but to showcase your products and services as well.

SCCEOPP and GASPP members work in Federal TRiO Programs located in colleges, universities, and agency settings throughout South Carolina and Georgia. The purpose of TRiO Programs is to serve low-income and first generation college students by providing counseling, tutoring, academic assistance, cultural enrichment, as well as assistance with enrollment in and completion of postsecondary education.

An exhibitor's application and contract are enclosed. To secure your exhibit space at the 37th Annual GASPP/SCCEOPP Spring Conference, please return your completed application and contract, and check (made payable to **SCCEOPP**) by 02/26/2010. If you need additional information or assistance, please contact me at **(803) 738-7662**. We look forward to seeing you in "Famously Hot" Columbia, South Carolina!

Sincerely,

Alfie B. Mincy

Alfie B. Mincy
Spring Conference Chairperson

Enclosures

37th Annual GASPP/SCCEOPP Spring Conference
 March 28-April 1, 2010
 Marriott Columbia, 1200 Hampton Street
 Columbia, South Carolina 29201



VENDOR/EXHIBITOR'S APPLICATION FORM
 (PLEASE PRINT)

FIRST NAME:	LAST NAME:	
COMPANY/AGENCY:		
ZIP CODE:	CITY:	STATE:
E-MAIL ADDRESS:	OFFICE PHONE NUMBER:	CELL PHONE NUMBER:

PLEASE SELECT OPTION A, B or C

OPTION A	OPTION B	Option C
Electricity NOT Required	Electricity Required (3 days)	Electricity with Internet connection (3 days)
One 6 foot table skirt, 2 chairs, and waste basket	One 6 foot table skirt, 2 chairs and waste basket	One 6 foot table skirt, 2 chairs and waste basket
FEE: \$135.00	FEE: \$240.00	FEE: \$275.00
Extra table: ADD \$50.00	Extra table: ADD \$50.00	Extra table: ADD \$50.00
Total:	Total:	Total:

After the applications are reviewed, more detailed information will be provided.

Questions may be directed to:

Alfie B. Mincy
Midlands Technical College
PO Box 2408
Columbia, South Carolina 29202
Office: (803) 738-7662 Fax: (803) 738-7850
mincya@midlandstech.edu

37th Annual GASPP/SCCEOPP Spring Conference
March 28-April 1, 2010
Marriott Columbia, 1200 Hampton Street
Columbia, South Carolina 29201



EXHIBITOR'S CONTRACT

As an exhibitor representing _____,
(Name of Company/Agency)

I hereby agree to provide a continuous exhibit during the 2010 Professional Development Conference sponsored by the South Carolina Council of Educational Opportunities Program Personnel and the Georgia Association of Special Programs Personnel (here after known as "SCCEOPP/ GASPP"). Further, I agree to indemnify and hold harmless "SCCEOPP/ GASPP" for any claims whatsoever occasioned in any situation and warrant that "SCCEOPP/ GASPP" shall not be held liable for any type of accident, bodily injury, etc., resulting from my participation in this conference.

Cancellation//Refund Policy: Must be submitted **IN WRITING** to the conference chairperson at mincya@midlandstech.edu on or before **Feb. 26, 2010**. All refund checks will be issued by SCCEOPP's Treasurer 30 days after the conference.

(Signature of Representative)

(Date)

The fee is **\$240.00** for all vendors and exhibitors *requiring electricity* and **\$275.00** for all vendors and exhibitors *requiring electricity and internet service*. The fee is **\$135.00** for all vendors and exhibitors *not requiring electricity*. This fee earns the following:

- **One 6 foot table skirted, (2) two chairs and a waste basket**
- **Admission to any of the workshops presented during the Spring Conference**

(Additional tables, chairs, telephone, and other on-site equipment will require an additional payment.) Please contact the Revenue Committee for additional information. All exhibitors should report to the Conference Registration table to pick up nametags, and Conference Program. SCCEOPP/ GASPP will not be responsible for shipping costs of any kind.

VENDOR/EXHIBIT SCHEDULE

Monday	March 29, 2010	Check-in & Set-Up Time	6:00 p.m. –7:30 p.m.
Tuesday	March 30, 2010	Booths Open	8:00 a.m. – 5:00 p.m.
Wednesday	March 31, 2010	Booths Open	8:00 a.m. – 5:00 p.m.
		Booth Breakdown	AFTER 4:00 p.m.

Checks should be made payable to SCCEOPP and should specify "Vendor" or "Exhibitor" on the memo line. Please mail the check, contract and application to:

Alfie B. Mincy
Student Support Services
Midlands Technical College
PO Box 2408
Columbia, South Carolina 29202