

CONCLAVE EXHIBITOR REGISTRATION INFO

First Baptist Church, San Antonio, TX
October 10-12, 2022

Conclave is an event designed to provide training, networking, resources, worship experiences, and encouragement for youth ministers and other adults who work with youth in the church, as well as those ministers who oversee Family and NextGen ministries.

REGISTRATION PROCEDURES:

- Complete** Online Registration Form
- Consider** one of our Sponsorships Listed Online
- Register** on or before August 31, 2022
- Pay** with Credit Card or Check

SOMETHING NEW: Exhibit Hall locations (2) and Booth Assignments will be made by Conclave, and you will be notified of this decision as we get closer to our event. Even though we're not sure where the best booth locations will be, we will do our best to give you a good location after you register.

SINGLE BOOTH @ \$350, 6' x 8' <ul style="list-style-type: none">· Pipe & Drape Rental (3' sides/8' back)· 1 Electrical Outlet, if needed· 1 Table Covered/Skirted (6')· 2 Chairs/1 Small Trash Can· 1 Imprinted Sign· 3 Representatives· FBCSA Facility Use	REGISTRATION FEES <ul style="list-style-type: none">· \$350 Single Booth (6'x8') 3 Reps Allowed· \$700 Double Booth (6'x16') 4 Reps Allowed· \$950 Triple Booth (3 @ 6'x24') 6 Reps Allowed· \$85 Per Rep Beyond Allowed· \$85 Late Fee (after August 31)	REGISTER & PAY ONLINE conclavenextgen.org LATE REGISTRATION FEE \$85
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WHEN CAN WE REGISTER?

- **April 15**, Exhibitor Registration for prior year exhibitors.
- **April 31**, Exhibitor Registration for all other potential exhibitors.

NEW: EXHIBIT HALL CONFIRMATION

After registering, you will receive confirmation by email. Your EH/Booth locations will be revealed as we get closer to Conclave. There will be two Exhibit Halls with a total of 90 booths (6'x8"). Note: Only 3 Triple Booth Spaces are available.

HOW MANY REPRESENTATIVES CAN WE HAVE FOR OUR BOOTH?

There is a limit of 3 Reps for a Single Booth without an additional fee. Note: A limit of 4 reps for a double booth and 6 reps for a triple. However, you may add additional reps beyond these limits for a fee of \$85 per rep.

WHEN CAN WE MOVE IN AND SET UP?

- Monday, Oct. 10, 8:30am till 12:30pm
Move-in and Set-up
- Monday, Oct. 10, 11:30am-12:30pm
Free Lunch for Exhibitors

WHEN DO WE OPEN AND CLOSE?

- Monday, Oct. 10, 12:30-4:00pm
- Tuesday, Oct. 11, 12-5:30pm
Free Lunch for Everyone @ Noon
Arrive 15 Minutes Prior to Openings

NEW: ALL EXHIBITORS WILL RECEIVE A ATTENDEE CONTACT LIST

At no additional cost, you will receive the name, church name, city, and email of each attendee. Be sure to check the appropriate box on the online registration form. Lead Retrieval Units will not be used this year.

CAN WE PROVIDE A GIVEAWAY FOR THE DRAWINGS?

Yes, please consider spending \$25-\$100 for a giveaway for one of our drawings. Be sure to check the appropriate box on the online registration form and we will contact you in September to confirm.

ARE SPONSORSHIPS AVAILABLE FOR EXHIBITORS AND NON-EXHIBITORS?

Yes, check out the online Sponsorship Page for details and be sure to check appropriate box on the online registration form.

WILL YOU LIST OUR WEB LINK ON YOUR SITE?

Yes, but be sure to list your site on the online registration form. We ask that you list our site, www.conclavenextgen.org, as well.

WHAT IS YOUR CANCELLATION POLICY?

- Cancel before August 31st—Your exhibit fee will be refunded minus a \$175 fee per booth space.
- Cancel after August 31st—Your exhibit fee will not be refunded (per booth space).

MORE QUESTIONS OR INFO? Contact Randy Johnson, 214-502-7942 (C), wrijhp71@gmail.com