

#ITG2016

ANAHEIM 2016

ITG 41st Annual Conference
**INTERNATIONAL
TRUMPET GUILD**

2016 CONFERENCE
How Can I Exhibit?

ITG GOES TO HOLLYWOOD | MAY 31-JUNE 4, 2016 | HYATT REGENCY ANAHEIM CALIFORNIA | ITGCONFERENCE.ORG



Invitation to Exhibit

WE WELCOME VENDORS of all varieties: musical instrument companies, equipment providers, music venues, performing arts companies, publishers, recording companies, and other related firms to exhibit their products at the 41st annual International Trumpet Guild Conference, held at the Hyatt Regency in Orange County, (Anaheim) California.

With the 2014 conference boasting an attendance of close to 1500 and the 2015 conference still successfully underway, 2016 is the perfect opportunity to exhibit your product to your **target market – trumpet players!**

SECURING EXHIBIT SPACE

Requests for Exhibit Space should be sent to conf.exhibits@trumpetguild.org

A deposit must be put down in order to secure your space. The full balance is due on March 15, 2016.

EXHIBIT SPACE DESCRIPTION & DETAILS

Reserved Exhibit Spaces include:

1. Set-up and dismantle days
2. General lighting
3. Standard heating and/or air conditioning
4. One 6' draped and skirted table with 2 chairs
5. Wastebasket
6. One (1) Easel
7. One (1) wireless Internet Connection (.5mbps)
8. One (1) extension cord
9. One (1) Outlet available to connect lap-top to power (additional power needs would be at an additional charge)

*Pipe & Drapery available for a fee. Request info in advance, if desired.

ITG will provide security for all unattended evening and early morning hours during regularly scheduled Exhibitor days.

EXHIBITOR SCHEDULE

Wednesday: 1:30 – 5 pm

Thursday: 9 am – 5 pm

Friday: 9 am – 5 pm

Saturday: 9 am – 1:30 pm

Exhibitor Load In will occur on Wednesday morning from 9 am – 1:30 pm.

Exhibitor Load Out will occur on Saturday afternoon from 1:30 pm – 5 pm.

Additional days/times may be available based on both availability and request.

IMPORTANT SPACES OF NOTE

OFFICE SPACE

- o Regal Room: ITG Office & Registration Desk
- o Imperial Room: Volunteer Headquarters

PERFORMANCE AREAS

- o Grand Ballroom
- o Royal Ballroom
- o Garden IV: Competitions, Warm Ups, Rehearsal

PRIVATE & SEMI-PRIVATE SPACES & FEES

\$2,500

- o Barcelona: 598 ft
- o Seville: 594 ft

\$3,500

- o Granada: 726 ft
- o Madrid: 756 ft
- o Valencia: 836 ft

\$4,000 HOSPITALITY SUITES

- o Hermosa Suite: 1001.6 total ft (meeting room: 712.5 ft; sleeping room: 289.1 ft)
- o Huntington Suite: 1065.7 total ft (meeting room: 826; sleeping room: 239.7 ft)

\$4,500 HOSPITALITY SUITES

- o Laguna Suite: 1,149.3 total ft (meeting room: 925.8 ft; sleeping room: 223.5 ft)
- o Malibu Suite: 1,255.8 total ft (meeting room: 1,010.1 ft; sleeping room 245.7 ft)

SHARED EXHIBIT SPACE

SOUND PRODUCING

- o Harbor Room
- o Pacific Room
- o Salon I, II, III, IV, V

NON-SOUND PRODUCING

- o Salon VI, VII & VIII
- o Grand Ballroom Lobby
- o Regal Ballroom Lobby

SHARED EXHIBIT SPACE FEES

SOUND AND NON-SOUND PRODUCING

- 1st Exhibit Table: \$400 (includes 2 conference registrations)
- Each Additional Table: \$250 (1 registration per additional table)
- Table Size: 72" X 30"

CONTRACT & REGULATIONS

General information, including e-mail updates and regulations, for exhibitors become a part of the contract between the Exhibitor and the International Trumpet Guild. **We respectfully request full cooperation of exhibitors in their observance.** Any points not covered herein shall be addressed by the 2016 ITG Conference Staff.

Exhibitors must comply with all Hyatt Regency, local, state, and national fire laws.

LIABILITY AND INSURANCE

The International Trumpet Guild, the Hyatt Regency, and any staff members will not be responsible for the safety and property of the exhibitor from theft, damage by fire, accident, or other causes, but will use reasonable care to protect exhibitors from such loss and will secure the rooms during those periods when the exhibit area is not open to the public.

No responsibility is assumed for goods delivered to the exhibit area prior to the Conference or for materials in the exhibit area after closing of the exhibits. Every care will be taken to provide a safe environment for your equipment.

SHIPPING & STORAGE

Shipping & Storage information is attached and based on the parameters established by the Hyatt Regency Orange County.

2016 ITG Conference Exhibitor Contract

We, the undersigned, do hereby make application to exhibit at the 41st ITG Conference to be held at the Hyatt Regency Orange County in Anaheim, CA May 31- June 4, 2016. We understand that in signing this contract we agree to adhere to all ITG 2015 Exhibitor Terms.

COMPANY INFORMATION

Company Name: _____

Company Name as it should appear in the program: _____

Name and position of contact person: _____

Address: _____

Phone: (_____) _____

Fax: (_____) _____

Email: _____

Web Site: _____

Names of individuals for Exhibitor Badges. (2 for first table, 1 per each additional table.) _____

DISPLAY AND FEE INFORMATION

PRIVATE OR SEMI PRIVATE SPACES

Private or **Semi Private** (Circle one)

Semi Private: Name of company that will be sharing space: _____

Please **circle the space** of your choosing or numerically indicate the order of your preference e.g. 1st choice, 2nd choice. Each space includes 6 tables and complimentary exhibitor badges. If Semi private, please indicate the amount your firm is committing to pay.

Barcelona or Seville	\$2500 _____
Granada, Madrid or Valencia	\$3500 _____
Hospitality Suites: Hermosa or Huntington	\$4000 _____
Hospitality Suites: Laguna or Malibu	\$4500 _____

SHARED EXHIBIT SPACE

Sound or **Non Sound** producing space. (Circle one)

Special Requests _____

Shared exhibit space includes one 72" X 30" table and two exhibitor badges.

Additional tables include one exhibitor badge per table.

First table \$400 _____
 Additional tables ___ X \$250 _____

CONFERENCE SCHOLARSHIP SPONSOR

As a thank you to our exhibitors and to encourage scholarships, ITG offers the opportunity to provide a \$250 student scholarship to attend the ITG conference for only \$150. Students are chosen by audition. Your company receives recognition in the conference program and at the awards banquet. Please consider supporting a student at the 2016 ITG Conference.

Name of Scholarship

\$250 Scholarship qty ___ X \$150 _____

SPONSOR CREDIT _____

TOTAL DUE _____

50% minimum due with the contract
 in order to hold your space. _____

Balance due on or before March 15, 2016. _____

PAYMENT INFORMATION

All pricing is in US dollars. All payments must be made in US dollars

Check **Visa** **MasterCard** **American Express** (Circle one)

Checks should be made out to the **International Trumpet Guild** and mailed to PO Box 2688, Davenport, IA 52809-2688.

Card # _____ Exp _____ CVN _____

Card Holder Name _____

Card Holder Signature _____

If paying by credit card, you have our company's permission to charge the card indicated for the balance due on March 15, 2016. **Yes** or **No** (Circle one)

CONTRACT TERMS

The signature below indicates that you have read and understand the conditions outlined in the ITG 2016 Exhibitor Information and Regulations and agree to the payment terms outlined above.

Exhibitor Signature _____

Title _____ Date _____

ITG CONTACT INFO

General Inquiries made be made to conf.exhibits@trumpetguild.org

Payment Inquiries may be made to Dixie Burress at treasurer@trumpetguild.org or US phone (563) 676-2435