



# INTERNATIONAL TRUMPET GUILD CONFERENCE 2017

#ITG2017

The  
Sweet Sounds  
of Trumpet!

MAY 30-JUNE 3, 2017  
HERSHEY LODGE  
HERSHEY, PA

## EXHIBITORS

GENERAL INFORMATION

[itgconference.org/itg2017](http://itgconference.org/itg2017)



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## 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 42nd annual International Trumpet Guild Conference, held at the Hershey Lodge in Hershey, Pennsylvania.

With recent conferences boasting an attendance of close to 1500 the 2017 Conference is the perfect opportunity to exhibit your product to your target market – trumpet players and educators!

### Securing Exhibit Space

Requests for Exhibit Space should be sent to:  
[conf.exhibits@trumpetguild.org](mailto:conf.exhibits@trumpetguild.org)

**A non-refundable deposit of 50% must be put down in order to secure your space. The full balance is due on February 15th, 2017.**

### 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) wireless Internet Connection (.5mbps)
7. 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.

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

### Exhibitor Schedule

Wednesday: 9:00 am – 5 pm

Thursday: 9 am – 5 pm

Friday: 9 am – 5 pm

Saturday: 9 am – 1:30 pm

**Exhibitor Load In** will occur on Tuesday from 9 am – 6:00 pm.

*Note: No late set-up time will be accommodated.*

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

*Note: Leaving the conference early will limit your opportunity to exhibit at the following year's conference.*

### 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 2017 ITG Conference Staff.

Exhibitors must comply with all Hershey Lodge, local, state, and national fire laws.

### Liability and Insurance

The International Trumpet Guild, the Hershey Lodge, 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.



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## Private & Semi-Private Spaces Fees

Our private rooms will be available on first-come first-serve basis. Since we have limited space, full payment will be needed at time of booking to secure one of our private rooms.

Each private room includes up to **6 tables**. Additional tables available for \$50 each.

Each private room includes **4 complimentary registration** package. Companies choosing to share a room can purchase additional exhibitor registration package if needed for a discounted price of \$150 a person.

### Rooms with hard walls.

- Tower Suite 1:** 740 Sq. Ft. - \$3,500
- Tower Suite 2:** 740 Sq. Ft. - \$3,500
- Tower Suite 3:** 680 Sq. Ft. - \$3,000
- Tower Suite 4:** 680 Sq. Ft. - \$3,000

### Rooms with air wall.

- Cocoa Suite 2:** 800 Sq. Ft. - 2800
- Cocoa Suite 3:** 800 Sq. Ft. - 2800
- Cocoa Suite 4:** 800 Sq. Ft. - 2800
- Cocoa Suite 5:** 800 Sq. Ft. - 2800

## Shared Exhibit Space

### Sound Producing:

Great American Hall - White Room

### Non-sound Producing:

Confection Hall Crystal, Wild Rose, & Pre-function Space

**1st Exhibit Table:** \$400

(includes 2 conference registrations)

**Each additional Table:** \$275

(1 registration per additional table)

**Table Size:** 72" X 30"





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## Shipping, Receiving & Storage

Shipping & Storage information is attached and based on the parameters established by the Hershey Lodge. The Lodge's receiving entrance is open from 6:00am to 3:00pm Monday through Friday.

Any materials sent to the Lodge must be labeled as follows:

1. Address Package to Hotel as follows:  
Hershey Exposition Services  
Warehouse 47  
Bay 2  
365 Derry Street  
Hershey, PA 17033  
Attention: Guest Name, Organization, International  
Trumpet Guild Conference, Booth #
2. Complete Return Address
3. Number of Boxes  
(example: Box 1 of 2 and Box 2 of 2)

For further information regarding Sponsorship opportunities, Private Rooms, and/or General Exhibits during the 42nd Annual ITG Conference in Hershey, please contact ITG's Conference Director:

Jean-Christophe (JC) Dobrzelewski at  
**Email: [conf.exhibits@trumpetguild.org](mailto:conf.exhibits@trumpetguild.org)**

For any other conference related questions please use the following email:

**Email: [trumpetguildconference@gmail.com](mailto:trumpetguildconference@gmail.com)**