



NCMEA 2023 Professional Development Conference Exhibitor Information

Online Exhibitor Registration will open at 12:00pm EDT on Monday, June 19th. The registration link will be available until October 31, unless all booths are sold prior to that date. Booth availability is dependent upon when you register.

The registration link will be posted on this page: [NCMEA Conference Exhibitor Information](#)

Pricing:

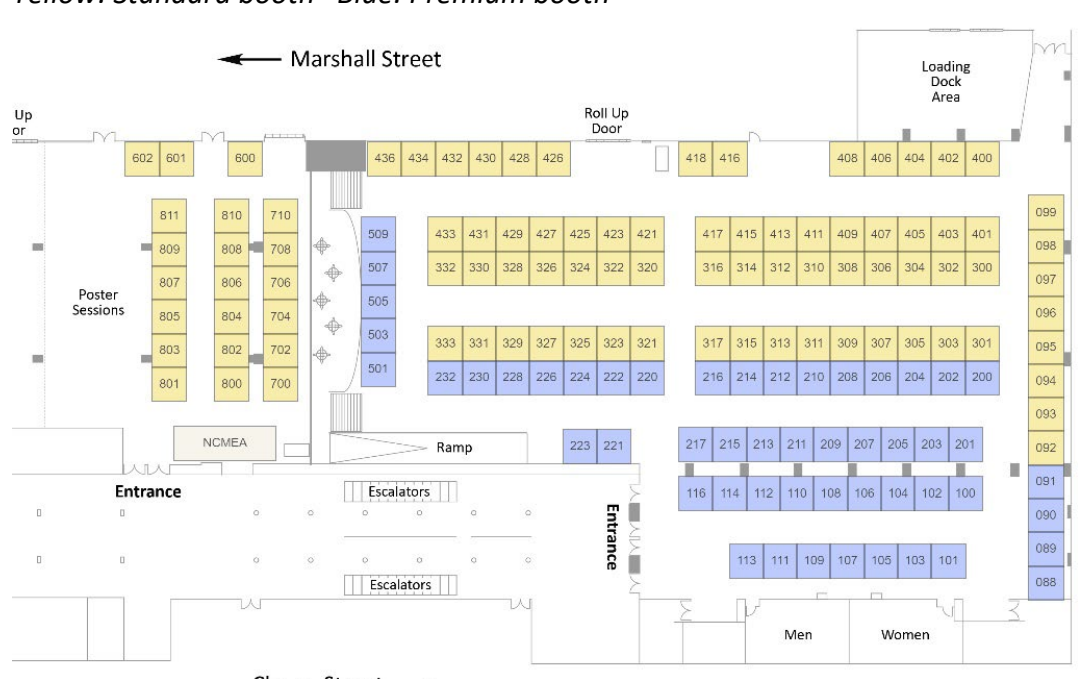
Standard 10x10 Booth: \$425

Premium 10x10 Booth: \$500

Listing in the conference mobile app is included for all exhibitors.

2023 Floorplan

Yellow: Standard booth Blue: Premium booth



When you register you will be able to provide a booth rep name and contact information, company description, upload your company logo and upload a promotional flyer and/or video. The information you provide will be uploaded to the conference mobile app used by all attendees. The app includes the exhibit hall floor plan and a drop pin to your booth.

NCMEA reserves the right to make variations in the floor plan and/or relocate a previously assigned space. Cancellation refunds must be made in writing to the NCMEA Executive Director by October 1. There will be no refunds after that date.

EXHIBIT HALL SCHEDULE

Load-In & Registration	Saturday Nov 4 7am – 7pm
	Sunday Nov 5 7am – 9:30am
Exhibit Hall Open Hours	Sunday Nov 5 10am – 6pm
	Monday Nov 6 9am – 5pm
Load Out	Monday Nov 6 5pm – 10pm

NCMEA provides 24-hour security from Saturday at 7am – Monday at 10pm.

Exhibitors are required to keep their booths open during all Open Hours.

Hollins Exposition Services (Decorator Package)

Each booth will be provided with an 8' backdrop and 3' high side dividers, one 8' skirted table with two folding chairs and a 7" x 44" identification sign. In early October you will receive, via email, the decorator packet from Hollins Exposition Services that includes order forms for booth "extras" and for making shipping arrangements.

Electrical Contract: Electrical outlets will be available from The Benton Convention Center. Forms can be downloaded from the [Exhibitor Information](#) page on the NCMEA website. Payment must be made to Benton Convention Center (not NCMEA).

Hotel Information: The NCMEA Room Block for our host hotels, the Winston-Salem Marriott and Embassy Suites, will open on August 1 at the latest. Please visit the NCMEA [Conference/Hotel](#) page to for booking links to make your reservation directly with the hotel.

Door Prizes: You may provide door prizes at your booth and are responsible for contacting winners.

Print Advertising: Print Ads may be placed in the Conference edition of *The North Carolina Music Educator* digital journal. **Deadline for the Conference issue is August 1.** Please visit the NCMEA website for our [Journal ad rates and placement instructions](#). The Journal will be published online and emailed to all NCMEA members in early October.

Sponsorships: Sponsorships are available beginning at \$500. All sponsorship levels include a banner ad on the NCMEA conference mobile app as well as other benefits and recognition throughout the

year. Custom sponsorships can also be negotiated to help you meet your outreach goals. For more information and to sign up, visit our [Sponsorship](#) page.

We are excited to welcome you back to Winston-Salem for the 2023 NCMEA Professional Development Conference!

Sincerely,

Susan Heiserman
Executive Director
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