



Exhibit Information & Reservation Form

Crowne Plaza Airport - Louisville, KY

July 17-21, 2016

Department for Behavioral Health, Developmental and Intellectual Disabilities Mission Statement

Our mission is to provide leadership, in partnership with others, to prevent disability, build resilience in individuals and their communities, and facilitate recovery for people whose lives have been affected by mental illness, intellectual disability or other developmental disability, or substance abuse.

Sponsors	Interested in being a sponsor? Contact Michele Blevins at michele.blevins@ky.gov
Exhibit Hours	Monday, July 18 from 8:00 a.m. – 5:00 p.m. Tuesday, July 19 from 8:00 a.m. – 5:00 p.m. Wednesday, July 20 from 8:00 a.m. – 5:00 p.m. Times may vary slightly based on hotel or schedule requirements.
Cost	Vendor* Package: \$300 for 3 days includes lunch for the 1-2 named representatives per day. Note: Electrical package is an additional fee. Exhibitor** Package: \$125 for 3 days includes lunch for the 1-2 named representatives per day. Note: Electrical package is an additional fee.
Booth Specifications	Booth includes 8 foot table with skirting, table cloth and 2 chairs. Wifi is available. If you need an electrical outlet, please indicate this on your reservation form. Note there is an additional fee for an electrical outlet.
Exhibit Promotion	Registrants are encouraged at each general session to visit the exhibit area. Refreshments for registrants will be available in or near the exhibit area each day.
Set up/Tear down	Exhibitors may set up booths between 2:00 – 5:00 p.m. on Sunday or 7:00 – 8:00 a.m. on Monday. All materials must be removed by 7:00 p.m. on Wednesday. Times may vary slightly based on hotel or schedule requirements.
Security	The exhibit area will be locked when not in use. No responsibility will be assumed by the KY School of Alcohol & Other Drug Studies Conference.
Lodging Information	Vendors and exhibitors should make their lodging arrangements directly with the hotel at their own expense. Crowne Plaza Airport web address: https://aws.passkey.com/event/14207989/owner/2812/home?utm_campaign=66298519
Questions about Exhibiting?	Contact Victoria Greenwell at Victoria.greenwell@ky.gov and place in the subject line KY School Exhibit or by phone at 502-782-6121.

*Vendor is described as a person or business/agency that sells or markets goods or services at the KY School of Alcohol & Other Drug Studies.

**Exhibitor is described as a not-for-profit organization or state agency that exhibits their fee free programs/work at the KY School of Alcohol & Other Drug Studies.

Conveners: Department for Behavioral Health, Developmental and Intellectual Disabilities, Division of Behavioral Health & Eastern Kentucky University

