



2019 EXHIBITOR PACKAGE

Exhibitors will be able to:

- Draw the audience you want to reach
- Build awareness around the topic of tea trends
- Raise your corporate profile
- Enhance your business by providing educational opportunities, sampling, and a retail experience

Exhibitors will be responsible for:

- Maintaining your exhibit from 12:00pm until 7:00pm on Friday, and from 10:00am until 5:00pm on Saturday and Sunday to ensure a full experience for participants
- Following all Food Safety Guidelines
- Following all safety regulations as outlined by the venue

Time Schedule:

- **Friday, February 1st, 2019**
 - Set-Up Booth: 9:00 am – 11:30 am
 - Clean Up: 7:00 pm – 8:00 pm
- **Saturday, February 2nd, 2019**
 - Restock Booth: 8:30 am – 10:00 am
 - Clean Up: 5:00 pm – 6:00 pm
- **Sunday, February 3rd, 2019**
 - Restock Booth: 8:30 am – 10:00 am
 - Tear Down: 5:00 pm – 7:00 pm

Cancellation Policy:

There will be no refunds on registration after December 1, 2018.

Exhibitor space includes the following:

- One 6-foot table
- Chair
- Access to tap water
- Wireless capacity with limited internet access

Exhibitor space does NOT include:

- Preparation supplies and accessories (such as teapots, napkins, etc., visitors will receive a glass tasting cup)
- Dolly (the venue has a limited number; bring your own to make things smoother)
- Payment system, floats/change, credit/interac terminals
- Tablecloths
- Power bar
- Shelving/display systems
- Dishwasher and kitchen facilities
- Liability Insurance for Exhibitors
- Parking (there is paid parking in the parking structure accessible from Asquith)
- Garbage can

Items available at an additional cost:

- Electricity
- Additional 6-foot table