



EXHIBITOR & SPONSOR PROSPECTUS

EXHIBITOR INFORMATION

EXHIBITOR BENEFITS:

- Connect with hundreds of construction industry professionals
- 4 total unopposed Exhibit Hall hours
- Company logo and description on the website and mobile app
- Breaks and meals located in the Exhibit Hall
- Evening reception in the Exhibit Hall

EXHIBIT FEE INCLUDES:

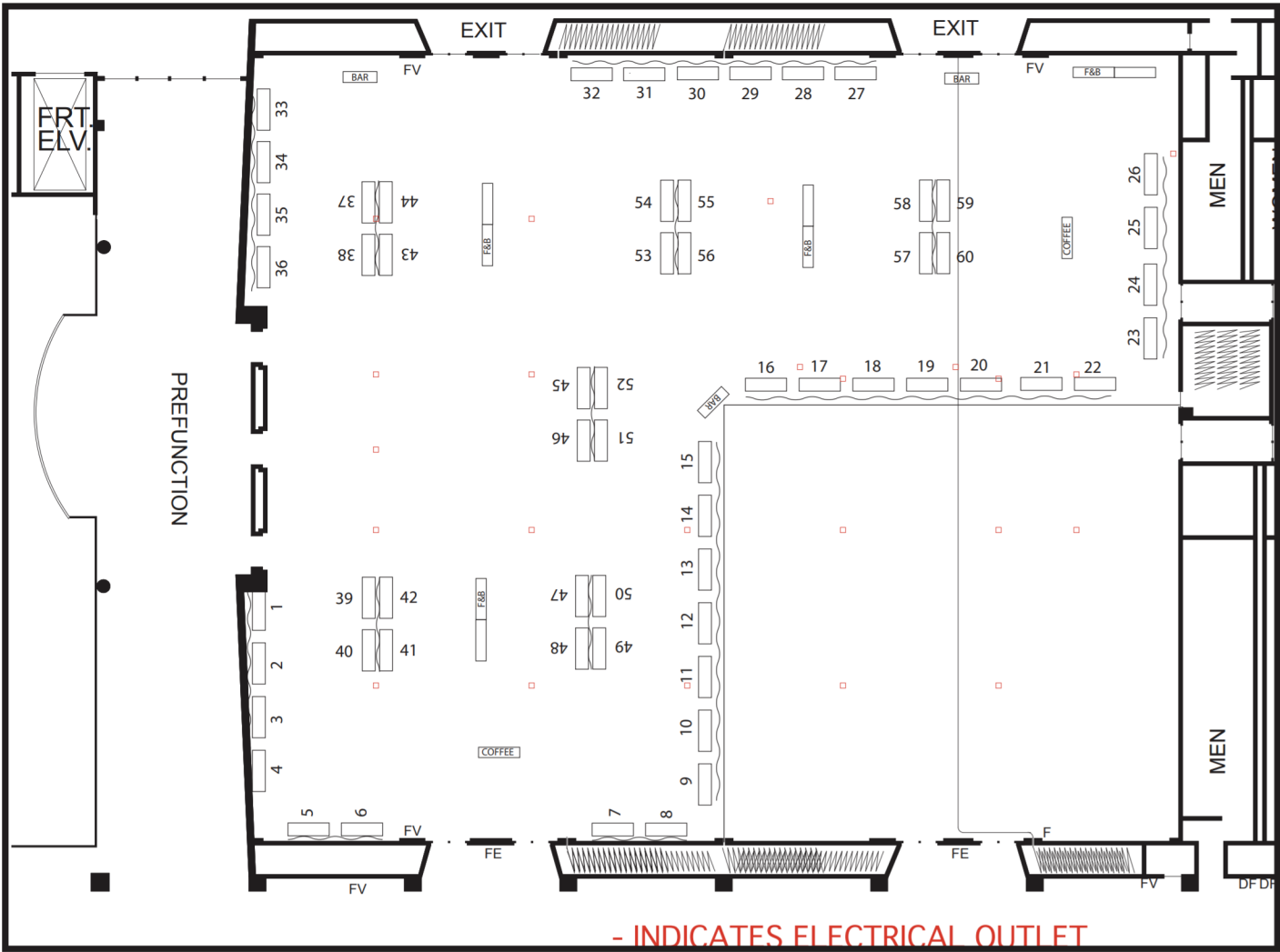
- 10'x10' exhibit space
- 8' back drapes
- ID sign on booth
- Summit attendee list
- 8' rectangular table or standing cocktail table (exhibitor's choice)
- 2 chairs
- Up to 4 staff at booth
- Lunch for up to 2 staff

IMPORTANT DATES & TIMES:

- Move in: 1:00-3:00 pm on Monday, 1/16 or 6:30 am on Tuesday, 1/17
- Move out: 6:00 pm on Tuesday, 1/17

NOT INCLUDED IN EXHIBIT FEE:

- Additional furniture rental
- Electrical service (beyond overhead lights)
- Internet connection
- Installation/dismantling services
- Lunch for exhibit staff over 2 people



Questions? Contact Lisa Larson at llarson@agcmn.org

EXHIBIT SPACE APPLICATION & CONTRACT



FOR AGC USE ONLY

Date received:_____ Check #: _____

Space assigned: _____

**PAYING WITH A CREDIT CARD
OR WISH TO BE INVOICED?**
Please register online at:
www.agcmn.org/constructionsummit

We hereby apply for exhibit space(s) as follows:
Booth Number Request (please note your top 3 preferred locations)

First Location _____ Second Location _____ Third Location _____

We prefer to NOT be located near the following companies: _____

- We agree to the following:
1. It is not always possible to assign exhibitors their preferred booth locations. However, best efforts will be made by AGC to assign booths in the requested area.
 2. Booth assignment made by AGC will be considered accepted unless rejected within 7 days of receipt of notification.
 3. A \$200 processing fee will be retained for exhibit space cancellations until Dec. 10, 2022. After Dec. 10, 2022, a \$500 processing fee will be retained. No refunds will be given after Dec. 27, 2022.

Please provide 1) a **company description** (100 word maximum) to be included on the website and in the event app and 2) a **high-resolution logo** (.eps preferred, high-res .jpg also accepted). Please **email** your description and logo to Lisa Larson (llarson@agcmn.org).

EXHIBIT SPACE RATE:
\$750 (Early Bird rate of **\$700** if received **by November 5, 2022**)
Full payment is due with the Exhibit Space Application/Contract. Payment must be in the form of a check or credit card. **Exhibit space will not be held until payment is received.**

REGISTRATION

Number of 10x10 exhibit spaces: _____ @ \$750 (\$700 before 11/5/22) = \$_____

Number of exhibitor lunches above the two comped staff: _____ @ \$50 each = \$_____

PAYMENT METHOD: ☐ CHECK (PAYABLE TO "AGC OF MN") TOTAL: \$_____

Choice of Table: 8' Table ☐ Standing Cocktail Table ☐

MAIL COMPLETED APPLICATION WITH PAYMENT TO:
AGC of Minnesota, Attn: Lisa Larson
525 Park Street, Suite #110
St. Paul, MN 55103

