



**Exhibitor Registration Form and Agreement**

Saturday, April 1, 2023 / 10 a.m. – 4 p.m.  
Atlanta Area School for the Deaf (AASD)  
890 North Indian Creek Drive, Clarkston, GA 30021

Business Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Email \_\_\_\_\_

Cell Phone Number \_\_\_\_\_

Website or social media \_\_\_\_\_

Platinum: \$1000.00 = \_\_\_\_\_

Gold: \$500.00 = \_\_\_\_\_

Silver: \$250.00 = \_\_\_\_\_

Bronze: \$100.00 = \_\_\_\_\_

Exhibitor: \$50.00 = \_\_\_\_\_

TOTAL = \_\_\_\_\_

6’ white table and 2 chairs will be provided for ALL Booths

\*Do You Need Electric? Yes  No

\*We have limit electric space available. Priority will be given to the level of sponsorship.

Only 2 - Adult T-Shirt size for Platinum and Gold Partners 1<sup>st</sup>: S M L XL XXL 2<sup>nd</sup>: S M L XL XXL

I have read and agree to abide by the terms of the Exhibitor Agreement on Page 2, and 3. Please note: Friday set-up (mandatory); Exhibitors may not dismantle their booth prior to 3:00 on Saturday – no exceptions. \*Please send a self-addressed stamped envelope for your complimentary tickets. Tickets will not be available the day before or the day of the event.

\_\_\_\_\_ (Exhibitor Signature)

## DEAFestival

Saturday, April 1, 2023

10 a.m. to 4 p.m.

Atlanta Area School for the Deaf (AASD)  
890 North Indian Creek Drive, Clarkston, GA 30021

### Exhibitor Agreement

**Exhibitors can set up on Friday, March 31<sup>st</sup> between 1 PM to 3 PM or Saturday, April 1<sup>st</sup> from 8 AM to 9:30 AM.**

#### REGISTRATION / BOOTH INFORMATION

- Exhibitors should contact exhibit coordinator by email to inquire about booth availability: [jchasse@gcdhh.org](mailto:jchasse@gcdhh.org). Exhibitors will then need to mail registration form and payment to: Georgia Center of the Deaf and Hard of Hearing, 2296 Henderson Mill Road, NE, Suite 115, Atlanta, GA 30345. Booth selection will begin as soon as sponsors are in place – March latest.
- The deadline to register is March 15, 2023.
- 20 Booths Available with folding chairs and a table. Only two Exhibitor per booth and Exhibitor will be responsible for a tablecloth.
- 2 complimentary lunch tickets will be provided at the event for bronze package and higher.

#### Facebook/TikTok/Instagram

- We will continue to use social media/website to promote the event.

#### DOOR PRIZES

- Exhibitors may provide door prizes to guests. Exhibitors must handle drawings from their booth and contact all winners. The DEAFestival except Platinum will not be able to make special announcements regarding door prizes during the event – regardless of the value of the door prize with the exception of sponsor door prizes. Exhibitors must provide ticket stubs for their drawings.

#### DISCLAIMERS

- The Georgia Center of the Deaf and Hard of Hearing/DEAFestival nor Atlanta Area School for the Deaf will be responsible for any lost, stolen or damaged items by natural or willful causes.
- The Georgia Center of the Deaf and Hard of Hearing/DEAFestival reserves the right to refuse to admit and to remove from the exhibit area or building any offensive or disruptive person(s).

#### BOOTH SET-UP AND DISMANTLE

- Booth set-up will be on Friday, March 31<sup>st</sup> from 1 PM to 3 PM or Saturday, April 1<sup>st</sup> between 8 AM to 9:30 AM. Exhibitors are responsible for setting up an attractive display. Doors are open to the public at 10 AM on Saturday, April 1st. Exhibitors may complete booth set-up Saturday morning between 8 AM and 9:30 AM. Exhibitors must be finished by 9:30 AM.
- Load-in – Rolling door on the back side of the building will be open for unloading. Exhibitors must unload everything at once, then move vehicle so that other exhibitors can unload in a timely manner. Exhibitors should NOT bring anything through the front doors before or after the event – NO EXCEPTIONS.
- A representative of your business should be present at your booth at all times during event hours. If you cannot be at your booth the entire time, the Georgia Center of the Deaf and Hard of Hearing/DEAFestival accepts no responsibility for items left in your booth while you are away.
- Do not dismantle your booth until after the close of the DEAFestival at 4 PM. NO EXCEPTIONS!
- Please take all trash to the trash area after dismantling your booth – THANK YOU!
- Only exhibitors or speakers are permitted to distribute literature or display materials at the DEAFestival – NO EXCEPTIONS.
- There can be no open flames at the Atlanta Area School for the Deaf.

PARKING: Parking pass will be addressed in an email closer to the event.

**CANCELLATION POLICY:**

Exhibitors who cancel prior to January 31<sup>st</sup> will receive a 75% return deposit.

Exhibitors who cancel prior to February 28<sup>th</sup> will receive a 50% return deposit.

Exhibitors who cancel during the month of March will not receive a return deposit.

Exhibit or Summer Camp Fair: email Jamie Chasse at [jchasse@gcdhh.org](mailto:jchasse@gcdhh.org)

Job Fair: email Ericka Lipscomb-Capel at [elipscomb@gcdhh.org](mailto:elipscomb@gcdhh.org)

Marketing/social media: email Nat Skinner at [nskinner@gcdhh.org](mailto:nskinner@gcdhh.org)

Sponsorship Packages	Platinum Partner \$1,000.00	Gold Partner \$500.00	Silver Partner \$250.00	Bronze Partner \$100.00	Exhibitor \$50.00
Booth (6' table & 2 chairs)	X	X	X	X	X
2 complimentary lunch tickets	X	X	X	X	
Logo on social media/website	X	X	X		
Your banner hanging by the stage	X	X	X		
2 free with logo on t-shirts	X	X			
logo on tote bags	X	X			
Opportunity to speak for up to five minutes	X				
door prize announcement on the stage	X				