

WVCTM Vendor Packet 2018

The West Virginia Council of Teachers of Mathematics is pleased that you are exhibiting at the 2018 annual conference. This year's theme is "Inspire the World." The conference will be held on Friday and Saturday, March 16 & 17, at the Stonewall Resort, located off I-79 approximately 30 minutes from Clarksburg, WV. This lakeside resort boasts a peaceful setting centrally located in the rolling hills of West Virginia. Nestled within Stonewall Resort State Park, the resort offers guests numerous outdoor adventures such as canoeing, fishing, and kayaking on Stonewall Jackson Lake or golf on the award-winning Arnold Palmer Signature golf course, or hiking and mountain biking on the picturesque property. Guests can relax in the Mountain Laurel Spa or savor the finest New Appalachian cuisine. Coupled with these recreational choices and amenities is state of the art technology. As an exhibitor, you and perhaps your family may enjoy a stay at Stonewall Resort. **Rooms at the resort fill quickly, so you will want to make your reservations as soon as possible. Reservations can be made by calling 304-269-7400, and noting that your reservation is for the WVCTM conference so that you can receive conference rates.**

The exhibit area will be open on Friday from 8:00 to 4:30 p.m. and on Saturday from 8:00 to 11:00 a.m. Vendors may set up on Thursday evening, after 5:00 or earlier if conference representatives are available. If you plan to arrive early, just send notification in advance.

The most advantageous locations will be assigned on a first-come first-serve basis, according to payment received. Each skirted table is 6 feet in length. .

Please note the following deadlines:

- ✓ January 17, 2018 for payment of vendor fees
- ✓ February 14, 2018 for request for inclusion of bag insert
- ✓ February 14, 2018 for advertising in the onsite program booklet
- ✓ March 12, 2018 for bag inserts to be delivered to Stonewall Resort (please mark **WVCTM Bag Inserts** on the boxes to separate these items from your materials that you may have shipped for your vendor displays)

If you have any questions, please contact Debbie Seldomridge, Vendor Chair, at debbiesel@gmail.com or 304-788-2091 or 301-876-0580.

Please complete the online application for exhibit space, bag inclusions, and/or advertisement and send payment to:

Debbie Seldomridge
335 Hawthorne Road
Keyser, WV 26726

Conference Program Advertisement Rates
(Black and White only)

The conference program is printed 5½” x 8½”. After allowing for margins and headers, the following ad sizes will be utilized. Note that an In-Line Ad is placed in the body of the program between session descriptions.

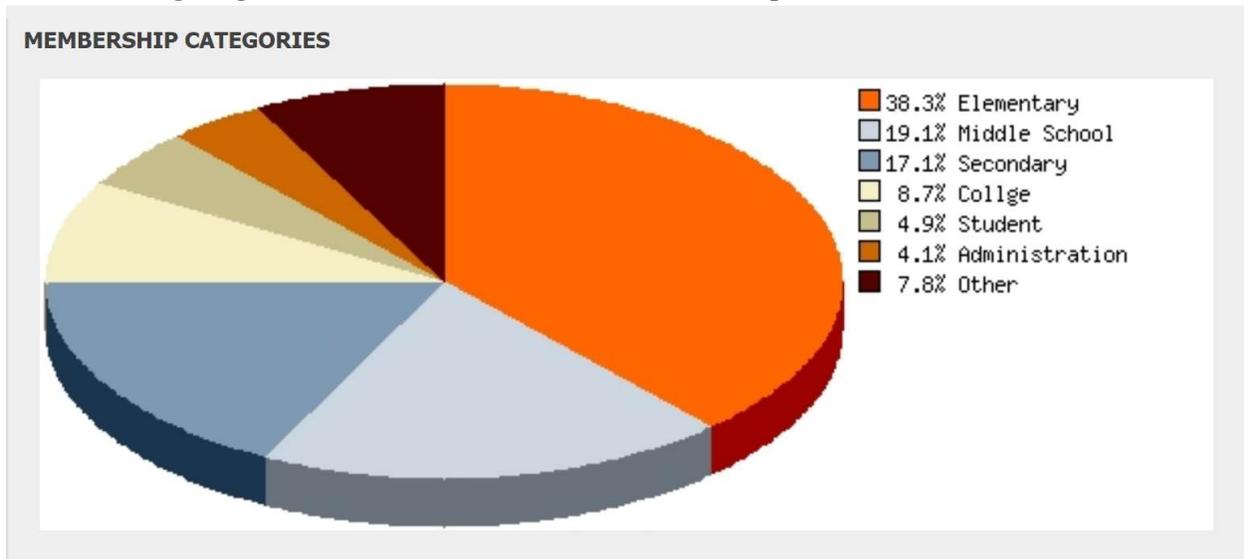
	Cost	Ad Size
Full Page	\$200	4½” x 6¼”
½ Page	\$100	4½” x 3”
In-Line	\$ 50	2¼ “ x 2”

We must have all ads in either jpeg, tif, png or pdf form. Ads must be at least 300 dpi resolution. Please note that photos printed on a laser printer may appear grainy and graphic elements will appear sharper in your ad. Consider this when designing your ad. The ad closing date (payment and ad received) is February 14, 2018. We cannot accept cancellations after this date.

Conference Bag Insert Rates

Increase your visibility at the conference by placing up to two items with your company logo or name in the bags received by the participants. Bag inserts can include pens, unsharpened pencils, notepads, single page flyers and/or other items. Last year we distributed approximately 400 bags. We ask that you provide a quantity of 500 (any not used will be returned to you at the conference). If our number of registered participants exceeds 500, we will notify you prior to March 1, 2018. The cost for inclusion of these items is \$150.

The following diagram characterizes our current membership:



Please ship these items no sooner than 7 days prior to arrival. Address them as follows:

Your Name
WVCTM Conference
Stonewall Resort
940 Resort Drive
Roanoke, WV 26447

The items will be housed in the resort's Business Center, located behind the Conference Concierge desk when you arrive. Please do note that if you overnight items, they may not necessarily arrive overnight so allow plenty of time for the items to arrive. FedEx does not deliver to the resort every day and when they do, it is typically around 4pm (and only on weekdays).