



Connecticut Disability Advocacy Collaborative

Disability Convention and Expo 2008
September 27, 2008, 10:00 a.m. to 4:00 p.m.
Expo Center on Weston Street in Hartford

INFORMATION PACKET

Why You Should Be Involved

In September 2006, our first Connecticut Disability Advocacy Convention and Expo drew over 800 attendees to the Connecticut Expo Center. This year, the Connecticut Disability Advocacy Collaborative (CDAC) hopes to draw 1,500 visitors to **Disability Convention and Expo 2008**. This is a unique opportunity to meet people of all ages and disabilities from across Connecticut who need your products or services. You can reach this broad cross-section of the disability community to:

- Showcase your unique business or organization.
- Demonstrate products that help people with a disability live more independently.
- Highlight the work your organization does to help people with disabilities live fuller lives at home, at school, at work, or in recreational settings.
- Share information about projects you're involved in that others could learn from, and

On September 27th, CDAC will fill the Connecticut Expo Center with:

- people with disabilities and their families,
- rehabilitation professionals,
- health care providers,
- employers,
- public and private agencies that serve people with disabilities,
- teachers from schools at all levels, and
- technology experts.

To Register:

1. Review the **Exhibitor Opportunities** that follow.
2. Complete the 4-page **Registration Form** and mail it with your check **no later than August 22, 2008**.
3. Watch your e-mail for **Disability Convention 2008** updates.
4. If you have any questions, please email Skosloski03@comcast.net, or call Disability Convention Staff at 860-679-1541. For more information about the Collaborative visit www.CT-DAC.org.

Exhibitor Opportunities

Community Bulletin Board

This space is for display of single items of information. Please limit your materials to one sheet of paper no larger than 11" x 14"FREE

Booth Selection

When selecting your booth size, be mindful of the following:

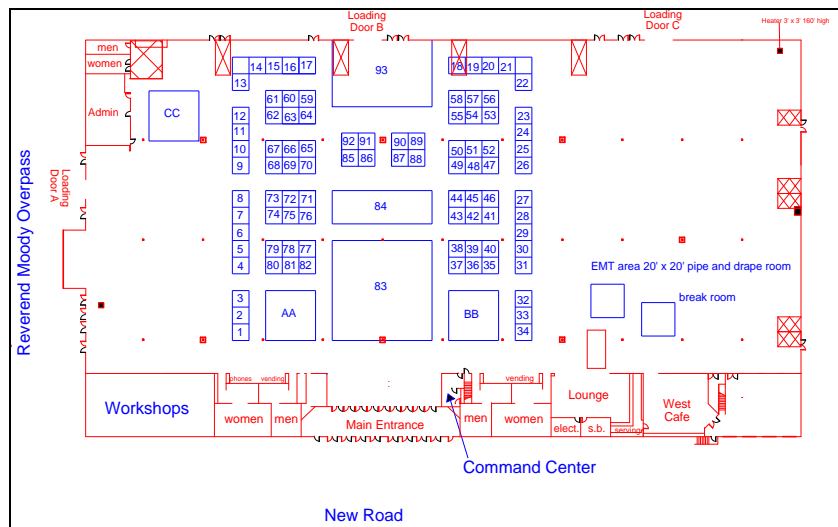
- The product and/or service you wish to share at **Disability Convention and Expo 2008**
- The number of people you will have in your booth and any unique needs they will have
- The way you want to interact with consumers
- The amount of space you will need to store your supplies for the day
- The additional costs for auxiliary equipment & services
- **Booth selections cannot be changed or rearranged on the day of the Convention.**

Booth/Space Package

All booths/spaces will receive:

- a sign to identify your location at the Convention,
- a listing of the goods and services you provide in the Convention program, and
- website promotion prior to the Convention.

If you request an electrical connection you must make arrangements directly with the CT Expo Center.



Booth/Space Sizes

Standard Booth – 10' wide x 10' deep\$375

This booth provides more space and more options on how to design your booth setup. You will receive a 6' table, two chairs, and one waste can. Piping and draping will enclose the 10' x 10' area. You may buy adjacent booths.

Vehicle Space – 20' wide x 10' deep\$450

This open area provides an opportunity to display vehicles or large equipment. It includes one 6' table, two chairs, and one waste can. You may buy adjacent booths if available. When possible, vehicle spaces will have priority for the outer rows.

Vehicle Booth – 20' wide x 10' deep\$525

This booth provides the maximum amount of space of the booth selections, and will accommodate vehicles or large devices. It includes one 6' table, two chairs, and one waste can. **Piping and draping will enclose the space.** You may buy adjacent booths. When possible, vehicle booths will have priority for the outer rows.

“Mega-Island” Booth – 20' wide x 20' deep\$850

For the ultimate exhibit experience, this space stands alone, and is open on all four sides. It provides easy access for exhibitors and attendees, as well. It includes two 6' tables, four chairs, and two waste cans.

NEW THIS YEAR: “Partial-Scholarships” for booths are available to not-for-profit agencies with 10 or fewer employees. Volunteer services are required in exchange for this special rate. Contact Christine Gaynor at 860-297-4309 for information. These are available on a first-come, first-served basis, AS QUALIFIED, per Convention Staff discretion.

Please Note:

- Booth preferences will be honored on a **first-paid, first-served basis.**
- Location assignments are at the discretion of the CT Disability Convention staff.
- **Booth/space layout may alter based on total number of booths needed, but we will attempt to maintain the spirit of your request if the layout changes.**

Category Limits

We hope to be as inclusive as possible. However, **Disability Convention and Expo 2008** reserves the right to limit the number of companies providing the same type of device or service. The area is large, but due to the success of our last event, spaces are going quickly, so register early to ensure your place at this years' Convention!

Additional Options for Exhibit Space

Additional options include:

- Telephone connections
- Internet wireless connections
- Extra tables
- Electrical connection
- DSL
- Audio Visual

Please factor these items into your exhibit costs. **Arrangements for all of these options, are to be made directly with the CT Expo Center.** Costs and specific information are listed on the yellow forms included in this packet.

Please Note: Arrangements for these items are to be made directly through the CT Expo Center. The yellow forms included in this information packet are to be returned to the Expo Center with the appropriate payment. *(The white Exhibitor/Advertiser Registration Form is to be returned to the Disability Convention 2008 staff at: Communitas, Inc.-DAC PO Box 358 Manchester, CT 06045-0358)* The CT Expo Center will contact you further on the arrangement and equipment in your booth after your order forms and payments have been received.

Advertising Space in the Convention Program

We are printing **1,500 copies** of our Convention program, which is designed as a resource guide that will be used by people across the state long after September 27th. Booth space only includes a listing in the Convention program; to purchase an additional advertisement, see Page 3 of the **Registration Form**.

Day of the Convention

Set up

You may enter the Expo on September 26, 2008, to set up, after 12 noon or come in at 8:00 am on the 27th. All set-ups must be completed by 10:00 am on the 27th so please allow enough time so you can greet attendees as they arrive. All spaces must be clean and empty by 5:30 pm.

Please Note

- Depending on your product or service, some consumers may want to buy directly from you on the day of the Convention.
- Please remember that many attendees at **Disability Convention and Expo 2008** may request handouts in alternative formats. You will want to have some on hand, depending on the target audience for your product or service.

Deadlines

Final Deadline to Register and be entered into the Convention and Expo 2008 Program – August 22, 2008 – This is also the deadline to request additional booth options. Prior to the final deadline, refunds may be granted, less a \$75 fee for booths and a \$35 fee for ads.

No refunds will be granted after August 22, 2008.

**See you at the
Disability Convention and Expo
2008!!**