



*Presents*

***34<sup>th</sup> Annual Convention & Expo***

***February 15-16 , 2024***

***Hickory Metro Convention Center***

***Hickory, NC***

***Mark your calendars and make plans to be a part of the largest on-site show in North Carolina and one of the largest in the nation.***

***The 2024 Convention is a two-day event with setup on Thursday and convention attendees on Friday. Get the most exposure to your potential customers without consuming a lot of your valuable time.***

***Don't miss this one . . . you can bet your competitors will be there!!!!***

## *What to Expect . . .*

- ✓ *Vendor Setup is on Thursday Feb. 15<sup>th</sup> **11:00 a.m. – 4:00 p.m.***
- ✓ *Exhibit Hall opens at 7:00 a.m. on Friday 2/16*
- ✓ *Hospitality cocktail hour will be held 5:00 p.m. – 7:00 p.m. in the exhibit hall with appetizers and cash bar on Thursday 2/15/24.*
- ✓ *Extended Breaks are offered throughout the day on Friday so that you have plenty of opportunity to spend time with attendees. Door Prizes are given away at each break and attendees must be in exhibit hall to win*
- ✓ *No Breakdown of exhibitors is permitted prior to conclusion of class on Friday 2/16 at 5:00 p.m.*
- ✓ *All pertinent dates and times are listed on the registration form*
- ✓ ***PAY CLOSE ATTENTION TO REGISTRATION CUTOFF DATE AS THERE MAY NOT BE AVAILABILITY AFTER THAT DATE AND THE COST DOUBLES***
- ✓ *Now more than ever reaching your target audience with your marketing dollars is very important.*
- ✓ *Past vendors have asked how to get prime location in the exhibit hall, prime spots are obviously given to sponsors, see the sponsor sheet for details on being a sponsor of this great event!!*

North Carolina Septic Tank Association  
34<sup>th</sup> Anniversary Convention and Expo  
February 15<sup>th</sup> – 16<sup>th</sup>, 2024 Hickory Metro Convention Center Hickory, NC  
VENDOR REGISTRATION INSTRUCTIONS:

**please keep a copy for your records and reference for times and dates  
be sure to include the cell number for attendees  
registrations need to be mailed in with fee**

**Mail to : NCSTA 1426 Peter Mabe Rd Danbury NC 27016  
PRINT CLEARLY**

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEB: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

**(please note: the email you enter above is where confirmation of registration will be sent)**

EXHIBITOR FEE: Please check one booth size. **All your exhibit must fit in booth selected.** Complete page 2 for items needed. Two company representatives are included with exhibitor fee additional representative fee \$50.00.

- 10' X 10' BOOTH \$550.00                       10' X 20' BOOTH \$900.00  
 20' X 30' BOOTH \$1200.00 (1 TRUCK OR PIECE OF EQUIPMENT)  
 20' X 40' BOOTH \$1650.00 (SUITABLE FOR OVERSIZED TRUCK)  
 20 X 60' BOOTH \$2100.00       6' x 10' End Cap Tabletop display \$300.00 (very limited availability)

REPRESENTATIVES (TWO ARE IN INCLUDED WITH EXHIBITOR FEE ADDITIONAL REPRESENTATIVE FEE: \$50.00)

NAME: \_\_\_\_\_ (INCLUDED) **CELL** # ( \_\_\_\_\_ ) \_\_\_\_\_

NAME: \_\_\_\_\_ (INCLUDED) **CELL** # ( \_\_\_\_\_ ) \_\_\_\_\_

NAME: \_\_\_\_\_ @\$50.00

NAME: \_\_\_\_\_ @\$50.00

**For additional representatives please attach a separate sheet**

**IMPORTANT: Fees stated above apply to registrations postmarked on or before December 30, 2023. Fees for registrations postmarked after December 30, 2023 are double the above stated amounts. Registrations must be mailed in with a check. NCSTA does not accept cards.**

**Complete and sign page two of registration. Changes, additions, or deletions to booth or attendees will **not be available after February 1, 2024.****

Please check the items you will need provided for your booth.

30" X 72" TABLE \_\_\_\_\_ # NEEDED

CHAIRS \_\_\_\_\_ # NEEDED

ELECTRIC DROP NEEDED AT BOOTH. PLEASE ADD \$80.00 TO REGISTRATION FOR ELECTRICAL

**NOTE: EXTENSION CORDS MUST BE 16-GAUGE, GROUNDED, UL LISTED THE OUTLETS ARE STANDARD OUTLETS, FOR HIGHER OUTPUTS ARRANGEMENTS MUST BE MADE BY THE VENDOR WITH THE CONVENTION CENTER AT LEAST ONE WEEK PRIOR TO EVENT ANY ADDITIONAL CHARGES FOR HIGHER OUTPUTS ARE THE RESPONSIBILITY OF THE VENDOR**

WIRELESS INTERNET HOOK-UP \$10.00 PER DAY PER COMPUTER

TRUCKS WILL BE IN EXHIBIT. BATTERY ON EQUIPMENT AND VEHICLES MUST BE DISCONNECTED EXHIBITOR IS RESPONSIBLE FOR DISCONNECTING. NO TOOLS ARE ASSISTANCE WILL BE PROVIDED BY NCSTA. DISCONNECTION MUST BE DONE PRIOR TO 4:00 P.M.

OTHER REQUEST: \_\_\_\_\_

**SHIPMENT OF BOOTH ITEMS SHOULD BE SHIPPED TO HICKORY METRO CONVENTION CENTER 1960 13<sup>TH</sup> AVE DRIVE SE HICKORY NC 28602-5186**

- 1. Vendor confirmation will be sent via email with your booth number and your setup time noted on confirmation. Confirmations will be sent the week of February 1, 2024.**
- 2. Vendor packages including name tags for reps will be placed at the booth in the exhibit hall and can be picked up on setup day.**
- 3. Please check in with NCSTA rep when you arrive at the center to setup for your booth location information.**
- 4. Vendor booth location is at the sole discretion of NCSTA with preference given to event sponsors.**
- 5. Vendor Setup is on Thursday February 15, 2024 11:00 a.m. – 4:00 p.m.**
- 6. Vendor Setup WILL NOT be allowed on Friday morning, please plan accordingly**
- 7. Absolutely no vendor breakdown or removal of exhibit materials is allowed until conclusion of class on Friday**
- 8. Host hotel will be selected by mid-December and posted on our website [www.ncsta.net](http://www.ncsta.net)**

By signature below, I acknowledge and accept the requirements for registration, setup, breakdown and event.

**X** \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

**MAKE CHECKS PAYABLE TO: NCSTA**

**MAIL REGISTRATION & FEE TO: NCSTA PROCESSING CENTER 1426 PETER MABE RD DANBURY, NC 27016**

NEED MORE INFO EMAIL: [NCseptictank@gmail.com](mailto:NCseptictank@gmail.com)

## **IMPORTANT DATES AND TIMES TO REMEMBER:**

**2/15/24 11:00 a.m. – 4:00 p.m. vendor setup**

**2/15/24 5:00 p.m. – 7:00 p.m Hospitality/Cocktail hour in exhibit hall**

**2/16/24 7:00 a.m. Exhibit Hall Opens to Attendees**

**2/16/24 5:00 p.m. – 7:00 p.m. Vendor Breakdown**

# NCSTA 34th Annual Convention & Expo

## SPONSORSHIP APPLICATION

SPONSORS ARE RECOGNIZED ON PRINTED MATERIAL AND IN  
THE EXHIBIT HALL

**PRIME LOCATION IN EXHIBIT HALL IS GIVEN TO SPONSORS**

PLEASE CHECK ALL THAT APPLY:

- BREAK SPONSOR \$500.00
- SILVER SPONSOR \$1000.00
- GOLD SPONSOR \$2000.00
- PLATINUM SPONSOR \$3000.00

SPONSOR INFO (PLEASE COMPLETE BELOW):

COMPANY NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

\_\_\_\_\_

THANK YOU FOR SUPPORTING NCSTA  
AS WE SUPPORT THE INDUSTRY