



The banner features the University of Florida (UF) logo and IFAS Extension logo on the left. The main title 'Florida Small Farms Alternative Enterprises Conference' is written in large green letters. To the right, there are illustrations of a rooster, a dog, a deer, and a jar of honey. Below the title, there is a URL: <http://smallfarms.ifas.ufl.edu>. On the bottom left, there is a collage of fresh produce including watermelon, cantaloupe, tomatoes, and sunflowers.

"Sustaining Small Farms; Strengthening Florida's Communities"

August 1 & 2, 2009

Osceola Heritage Park, Kissimmee Florida

Exhibitor Information

[Download pdf version](#)

- [Why Exhibit?](#)
- [Exhibit Fees, Location & Schedule](#)
- [Before Reserving Exhibit Space](#)
- [How to Reserve Exhibit Space](#)
- [Official Service Contractor](#)
- [Questions?](#)

[Return to Index](#)

Why Exhibit?

With roughly 600-800 anticipated small farm producers and other attendees, the Florida Small Farms and Alternative Enterprise Conference is big enough to make exhibiting worthwhile but small enough to build meaningful and personal relationships.

Attendees will include small farmers, allied industry representatives, researchers, educators, institutional members, policy-makers, small farm commodity associations, foundations, and others interested in strengthening the small farm community in Florida.

Complimentary Registration

One complimentary registration is included with each rental package so exhibitors are also fully registered conference participants and will be able to attend all meetings and educational events. In addition to the educational events, the conference registration includes early Saturday and Sunday morning refreshments, Saturday and Sunday lunches featuring products from Florida's small farms and all refreshment breaks. Each function will provide valuable networking opportunities.

[Return to Top](#)

Exhibit Fees, Location & Schedule

Exhibits will be held in half of the exhibit hall located in the Exhibition Building. [Click here to view the exhibit diagram](#)

The exhibit hall will be open for the duration of the conference. It will be the primary gathering place for attendees where morning and afternoon refreshments are available. The Saturday and Sunday lunches featuring small farm products from Florida will be held in the adjacent section, which opens directly into the exhibit area for easy access before, during, and after the lunches. In addition, we have dedicated time in Saturday's program strictly for visiting with exhibitors. The full program will be available in early 2009. In the meanwhile, [click here to view the](#)

[agenda-at-a-glance.](#)

Booth Rental - \$500 per Booth

Booth Space is 10' deep x 10' wide and includes:

- Draped 8' high back wall and two draped 3' high side dividers
- One 6' skirted display table, two folding chairs and one wastebasket
- One 7" x 40" identification sign with company name, city, state and booth number
- Complimentary listing in the Florida Small Farms and Alternative Enterprise onsite program **if space is contracted and paid for by June 1, 2009.**
- One complimentary conference registration
NOTE: All booth representatives **must** be registered attendees of the Florida Small Farms and Alternative Enterprise Conference. If registering more than one representative, please refer to the registration portion of the website. [Click here for registration information.](#)
- Booth space is NOT carpeted ; Exhibit Hall floor is concrete (carpet will be available for rent through the exhibit services kit sent at a later date)

Non-profit Educational Table Top Rental - \$250 - Limited to One per Organization

Table size: 6'L x 24"W x 30"H

We have set aside an area for Non-profit Educational Displays. The price per table top is a reduced \$250 USD and includes one 6' draped and skirted table, one chair, and one complimentary conference registration. Tables will be set contiguous in the lobby area across from the Kissimmee and St. Cloud meeting rooms.

Display Set-up and Removal

Exhibitor MOVE-IN: Friday, July 31, 2009 3:00pm-8:00pm

Exhibitor MOVE-OUT: Sunday, August 2, 2009 2:30pm – 5:30pm

Hours Open:

7:00am – 6:00pm, Saturday, August 1

7:30am – 2:30pm, Sunday, August 2

[Return to Top](#)

Information You Need to Know Before Reserving Exhibit Space

- Exhibit types and fees are as follows: Booths @ \$500 per Booth - **OR** - Non-profit Educational Table Top @ \$250 (Limited to One per Organization).
- [Click here to read the Exhibitor Rules and Regulations.](#) When reserving space, you will need to confirm that you are authorized to bind your company to the terms outlined in the Exhibitor Rules and Regulations.
- As an exhibitor, you will be required to detail all items that you plan to exhibit, so please have your list prepared.
- You will have the opportunity to list any competitive companies to avoid placing next to your display.
- As an exhibitor, your company will be listed in the Florida Small Farms and Alternative Enterprises Conference onsite program if space is reserved and paid for by June 1, 2009.
- You will have the opportunity to indicate your preferred booth location. [Click here to view the exhibit diagram.](#) Reservations will be accepted on a first-come, first-served basis until all space is sold. Please note the organizers reserve the right to assign final booth location.

Confirming Exhibit Space Reservation

Full payment must be received to confirm booth or table top rental. Acceptable forms of payment are credit card, check or wire transfer. Wire transfer information is available on request. Make checks payable to UFLEF, Inc. – (University of Florida Leadership & Education Foundation, Inc.). Any reservation for a booth or table top rental is not considered confirmed until payment is received. Booth confirmation will be sent by May 11, 2009.

Exhibit Cancellation & Refund Policy

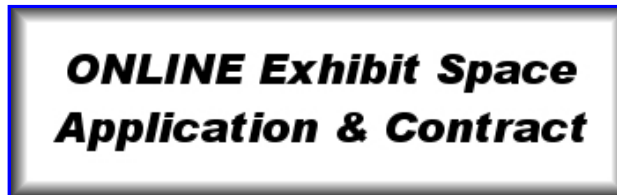
Cancellation of booth or table top rental must be made in writing to the UFLEF, Inc., Office of Conferences (OCI), and will result in the following refund policy: 75% of the amount paid will be refunded for cancellations made on or

before June 1, 2009. No refunds will be issued for cancellations after June 1, 2009. Email notice of cancellation to: mstage@ufl.edu.

[Return to Top](#)

Reserve Exhibit Space

Click on the "ONLINE Exhibit Space Application and Contract" button below to become an exhibitor now. You can conveniently pay by credit card OR check using the online form. **Please note payment must be received to confirm booth or table top rental.**



[Return to Top](#)

Official Service Contractor for the Exhibit Area

Exhibit Services, Inc.
1814 Tappan Blvd., Tampa, Florida 33619
PHONE: 813-623-1163; FAX: 813-623-5913

The Exhibit Services, Inc. is the official exhibit services company. Exhibit Services will assist you with all your shipping, freight, equipment and decoration requirements. Roughly 45 days prior to the event, Exhibit Services will email confirmed exhibitors a website link to retrieve the exhibitor services kit. The kit will contain order forms to make final booth or table top arrangements, including orders for shipping and handling, electricity requirements, internet access, water, air, gas and orders for booth décor such as carpeting, plants, furniture or any other items you would like to rent for your booth or table top. All questions regarding the above should be directed to the Exhibit Services.

[Return to Top](#)

Questions?

Please contact Mandy Stage at mstage@ufl.edu or 352-392-5930.

[Return to Top](#)

For Further Information

Educational Program Content

Danielle Treadwell, Committee Co-Chair
University of Florida, IFAS
Horticultural Sciences Department
PO Box 110690
Gainesville, FL 32611-0690
TEL: 352-392-1928
EMAIL: ddtreadw@ufl.edu

General Conference Information

Mandy Stage, Conference Coordinator
University of Florida, IFAS
Office of Conferences & Institutes (OCI)
PO Box 110750
Gainesville, FL 32611-0750
TEL: 352-392-5930
EMAIL: mstage@ufl.edu

[Return to Top](#)

Site created and maintained by [Laurie Osborne](#).

