



**2021 NDHSA
Christian Home Educators Convention
Feb. 18-20, 2021
Bismarck Event Center
315 South 5th St Bismarck, ND**

Greetings from the NDHSA. We are excited to extend to you an opportunity to exhibit with us at our upcoming convention. North Dakota has had a huge influx in new homeschooling families, and we want to offer them quality home educating curriculum options and resources.

Our goal is to assist, equip, and encourage our attendees in their endeavors to home educate their children. You, the exhibitor, play an important role in that process. We hope you will thoughtfully consider joining us in Bismarck, North Dakota on February 18-20, 2021.

In the event of COVID related venue issues, we will contact you regarding alternative plans.

BOOTHS

Each 10' x 10' booth space is piped and draped on the back and sides and includes one 8' table and two chairs. Table linens, skirts and additional tables may be ordered for an extra charge (on registration form). Carpeting is also available.

Please notice the discount for additional booths over two booth spaces.

ELECTRICITY

Electricity is available at no charge.

INTERNET/WIFI

Internet access is available at no charge. It is a closed, secured line separate from the public access side. You will be given a code upon arrival that is good for one device. Additional codes may be purchased on-site for \$15 each.

BOOTH SETUP AND TEAR DOWN

Thursday, February 18: Noon—8:00 PM

The Exhibit Hall is located in Hall D of the Bismarck Event Center. It offers a covered, drive-in loading bay at the overhead garage Door E52.

Access this door by driving into Parking Lot E on the corner of 7th Street and Bowen Avenue (diagonal from the Denny's Restaurant).

An NDHSA rep will be there to assist you. Please contact us if you will not be setting up on Thursday. Booths should be setup by 8:00 AM on Friday.

The convention ends at 5:30 PM on Saturday. We request that exhibitors plan to stay until closing time each day as many attendees leave their shopping until the end of the convention days.

EXHIBIT HALL HOURS

Exhibit hours will be: Friday: 8:30 am – 6:00 pm; Saturday: 8:30 am – 5:30 pm (subject to change)

BAG STUFFING

You may have your advertisement of any thickness stuffed into our convention attendee bags. Send 400

company advertisements no later than Feb. 8, 2021 to: **NDHSA Bag Stuffing**, Kristi Rose, 6725 Apple Creek Dr., Bismarck, ND 58504. Please include instructions to leave at front door.

Send your payment to the address on the enclosed registration form...**NOT** with your product.

PRODUCT SHIPPING

If shipping items, you **MUST** use Jobbers Convention Freight Services. This is the **only** freight carrier the Bismarck Event Center accepts deliveries from. Register with Jobbers and schedule delivery to their warehouse via any freight service you wish (UPS, FedEx, etc.). Jobbers will then deliver the freight to the BEC. At the end of the convention, prepare your items for shipping and attach the bill of lading. Jobbers will return product to their warehouse where it can be picked up by your preferred courier. See this page for more info: www.bismarckeventcenter.com/p/buildings/exhibitor-information/shipping

EXHIBITOR WORKSHOPS

Limited slots are available over the noon break for exhibitor workshops (45 minute sessions). Please select that option on the registration form. Final choices will be at the discretion of the convention coordinator due to limited space. The fee will be reimbursed if you are not chosen to present.

SILENT AUCTION

Please consider providing a donation for our annual Silent Auction. You may give your item(s) to our Exhibit Hall coordinator upon arrival or mail in advance to the address provided on the next page.

NEW! T-SHIRT PROMO

We are offering our attendees an NDHSA convention t-shirt for purchase this year. If you would like your company's logo imprinted on the back of the shirts as a promotion opportunity, please select the option on the enclosed registration form. Please send your logo by January 15, 2021.

CANCELLED

PRINT ADVERTISING

Advertising space is available in the convention program. A program is distributed to the attending adults/families. This is an excellent way to reach the convention audience with discount coupons or promotions for materials at your booth.

Ads can only be submitted online. Artwork needs to be sent as an electronic file in either JPEG or PDF high quality format.

Ads must be one of the specified sizes listed below. Poor quality ads will be returned. Ads are published on a space available, first-come, first-served basis and are subject to NDHSA Board approval. Ads can be sent any time after registration, but no ad will be accepted later than January 10, 2021.

Cost:

1/4 page = \$25 (4.75" h x 3.50" w
OR 2" h x 7.5" w)
1/2 page = \$50 (4.75" h x 7.50" w)
Full page = \$100 (10" h x 7.50" w)

SPONSORSHIP

NEW! Promote your company/business with a 2.5' x 4' custom made vinyl banner to be prominently displayed in the convention venue. See pricing on registration form.

Exhibitors/businesses have the opportunity to help sponsor the NDHSA convention through one of our sponsorship packages. The sponsorship packages are detailed and give the exhibitor/business the opportunity to demonstrate their support of NDHSA and homeschooling. They also provide several ways (banners, signs, webpage links, etc. depending on the package) to get your company's or organization's name before the attending homeschoolers and/or those visiting the NDHSA website.

If you would consider being a sponsor, please contact Karol at convention@gondtc.com **before** registering with the enclosed form as the sponsorship form includes many of the options offered here.

REFUND POLICY

100% of monies (minus a \$15 handling fee) will be refunded upon request before Dec. 31, 2020.

Cancellations of paid registrations after Dec. 31, 2020, but before Jan. 15, 2021, will receive a 50% refund of monies paid.

Refunds after Jan. 15, 2021 will only be made for weather related or COVID issues or family emergencies.

FOOD

A lunch buffet will be available each day for **pre-purchased** meals only. Please order on the registration form. A concession stand with other lunch options will also be available over the noon hour.

Outside food/sack lunches **ARE NOT ALLOWED.**

ACCOMMODATIONS

There are several hotels in Bismarck, but NDHSA has blocks of rooms at the following hotels:

Expressway Suites (2 blocks from Event Center)
180 E Bismarck Expressway; 701-222-3311
Pool, Hot Tub, Complimentary Breakfast
Suites=\$89.95 (+ tax)

Baymont Inn & Suites (along I-94)
2611 Old Red Trail NW, Mandan; 701-663-7401
Waterpark, Complimentary Breakfast; Restaurant
King or 2 Queen=\$79 (+ tax); Suites—\$99 (+ tax)

Ramada Bismarck Hotel (I-94, exit 159)
1400 E Interchange Ave; 701-258-7000
Pool w/Climbing Wall; Complimentary Breakfast
King or 2 Queen=\$85 (+ tax)

EXHIBITOR CHECKLIST

- ◇ I have read the exhibitor information.
- ◇ I understand that the deadline for Early Bird registration is December 15, 2020.
- ◇ I have included my sales tax information.
- ◇ I have filled out the registration form.
- ◇ I have enclosed a money order or check made payable to NDHSA.
- ◇ I have kept the exhibitor information for my records.
- ◇ I have printed a copy of the registration form for my records.

Visit our website at www.ndhsa.org

Karol Kapelle, Convention Coordinator

701.262.4446; 701.351.3434

convention@gondtc.com

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