



2010
South Carolina
Chiropractic Association
Affiliate Convention Guide

Kingston Plantation, Myrtle Beach, SC

July 29 - August 1, 2010

**"Education is the most powerful
weapon which you can use to change the world."**

Nelson Mandela

Convention Participation Details

EXHIBIT INFORMATION

- The SCCA reserves the right to determine the eligibility of any company or product for inclusion in the Trade Show.
- Sharing of space is prohibited.
- Exhibits are to be set-up on Thursday between 3:30 pm and 5:30 pm and dismantled on Saturday after 2:30 pm. No early set-ups will be allowed. Early dismantle can be arranged by contacting the SCCA office.
- Exhibits are located in close proximity to the Educational Sessions with the area being used for networking and food & beverage functions whenever possible.
- Exhibit spaces are pre-assigned by the SCCA with SCCA Palmetto Affiliate Members and Square Sponsors receiving priority placement.
- Exhibit fee covers the rental of exhibit space assigned for the period of the exhibit including standard 8' backdrop and 3' side rails with drapery, a standard sign consisting of the name of exhibitor, one table, two chairs and general cleaning and sweeping of the aisles. In addition, the fee covers the Annual Banquet for two registered representatives.
- Special exhibit space must be approved by the SCCA office.
- Because of limited storage at the hotel, special arrangements should be made for advance shipment of materials. The hotel contact can be obtained from the SCCA to make special arrangements.
- Insurance, if desired by exhibitors, must be obtained at their own cost and expense. The Association and their agents and their employees assume no risk, and by the acceptance of the exhibitor's agreement, the exhibitor expressly releases the Association from any liability for damage, injury or loss to any person or goods, from any cause whatsoever, from any failure to hold the show as scheduled. All property shipped to and from the show is the sole responsibility of the exhibitor. It is recommended that exhibitors obtain adequate coverage, at their own expense, for property loss or damage and liability for personal injury.
- **Namebadges:** Exhibitors and their representatives must wear their official identification namebadge at all times while on the exhibit floor. These badges are issued for the exhibitors' protection and identification. They are not to be loaned or given to others.
- **Booth Construction:** Exhibits must be constructed so that the general view is not blocked or hides the exhibits of others. No booth shall be more than 8' high without the written consent of the Association. No exhibitor may have displays of equipment that will block the aisles or interfere with the sight-line of other booths.
- **Installation & Dismantling:** *Tentative* hours and dates of installation, show hours and dismantling are specified in this packet. Exhibitors must arrange for the set-up and dismantling of their own exhibits. Set up must be completed prior to Show opening and removed after Show closing. During the course of Show, exhibitors are responsible for the maintenance of their own booth(s).
 - a. **Furnishings:** Furniture, additional draping, accessories, electrical hook-ups, signs, etc. are the sole responsibility of the exhibitor and should be ordered in advance from the service contractor on the advance form.
 - b. **Distribution of Literature:** Product and promotional literature may be distributed only by the exhibitors and only from their booths. Sponsors of meal functions are exceptions.
 - c. **Fire, Safety & Health:** The exhibitor assumes all responsibility for compliance with state and city ordinances and the Kingston Plantation regarding fire, safety and health. Only fireproof materials may be used in displays. Flammable materials such as cartons, boxes, packing materials, etc. may not be stored in the booth.
 - d. **Give-aways:** Distribution of souvenirs, samples and/or door prizes is strongly encouraged.

HOTEL INFORMATION

Kingston Plantation
 a Hilton & Embassy Suites Hotel
 9800 Queensway Boulevard
 Myrtle Beach, SC 29572
 (843) 449-0006
 www.kingstonplantation.com

SCCA GROUP ROOM RATE

\$205.00 a night, plus tax in the Embassy
 1 bedroom ocwv Brighton - \$169
 2 bedroom ocwv Brighton - \$294
 3 bedroom ocwv Brighton - \$384

****Cut-off date for reservations: June 28, 2010**

2010 Tentative Trade Show Agenda*

**Please note, this schedule is tentative. We will update you as the schedule become permanent.*

Friday, July 30, 2010

Continental Breakfast	7:30 - 8:30 a.m.
Lunch with the Exhibitors	12:00 - 1:00 p.m.
Refrigerator Raid with the Exhibitors	10:00 - 11:00 p.m.

Saturday, July 31, 2010

Continental Breakfast in Exhibit Hall/CE	7:30 - 10:00 a.m.
Exhibitor Dismantling	2:30 p.m.
Saturday Banquet	7:30 p.m.

Convention Registration - Early Bird Ends June 1!

COMPANY INFORMATION

COMPANY NAME _____

CONTACT _____

BOOTH REPRESENTATIVES _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE _____ FAX _____

EMAIL _____ WEBSITE _____

FEES AND PAYMENT - CALCULATE YOUR FEES

SPONSORSHIP:

- | | |
|--|---|
| <input type="checkbox"/> SATURDAY BANQUET SPONSOR - \$2,000
<input type="checkbox"/> SATURDAY ENTERTAINMENT SPONSOR - \$1,800
<input type="checkbox"/> ANNUAL MEETING LUNCH SPONSOR - \$1,500
<input type="checkbox"/> NOTEBOOK/SPEAKER NOTES SPONSOR - \$1,500
<input type="checkbox"/> LUNCH WITH THE EXHIBITORS SPONSOR - \$1,250 | <input type="checkbox"/> REFRIGERATOR RAID SPONSOR - \$1,250
<input type="checkbox"/> TOTE BAG SPONSOR - \$1,000
<input type="checkbox"/> VOLLEYBALL SPONSOR - \$500
<input type="checkbox"/> BEVERAGE CART SPONSOR - \$400
<input type="checkbox"/> CONTINENTAL BREAKFAST SPONSOR - \$350
<input type="checkbox"/> COFFEE BREAK SPONSOR - \$250 |
|--|---|

EXHIBIT FEE: Fees are based upon registrations prior to June 1, 2010. Please add \$50 to booth fees for registrations submitted after June 1, 2010. Booths are assigned on a first come, first served basis as registration and fees are received. The SCCA always makes every effort not to place competitors next to each other. *Premium space is limited as it is located in the front half of the exhibit hall.

- | | |
|---|--|
| <input type="checkbox"/> FREE Palmetto Member
<input type="checkbox"/> \$500 SCCA Member
<input type="checkbox"/> \$750 Non Member
<input type="checkbox"/> \$300 Additional Booths
<input type="checkbox"/> \$ 50 *Premium Space
<input type="checkbox"/> \$ 50 Tic-Tac-Toe | # _____ Tables - Fee includes 1, \$20 for each additional
_____ Chairs - Fee includes 2, \$10 for each additional
_____ Electrical - \$45 charge for electrical
<input type="checkbox"/> Yes, I will provide a door prize which will be:
_____ |
|---|--|

Special requests: _____

(i.e. telephone line, etc.– additional charges from the hotel may apply for independent exhibitors. The SCCA will cover the electrical and special request charges for the Titanium, Platinum, Gold, Silver and Bronze Affiliate members and these members have premium space.)

ADDITIONAL REPRESENTATIVES:

_____ @ \$150 EACH

Please check the sponsorship listing on insert for the number of representatives included in your sponsorship.

OPTIONAL FUNCTIONS: These activities are not included in the booth rental fee, but exhibitors are encouraged to

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

participate at the same fee as convention attendees.

Golf Tournament \$TBD
 Volleyball
 More information please

Convention Participation Details

PARTICIPATION OPTIONS

Use the following check-off boxes to indicate which options you plan to utilize. Be reminded the deadline for submitting all materials is **June 1, 2010**. It is your responsibility to submit materials in a timely manner. Materials not received by the due date will not be included. Sponsorships are listed above the exhibit fees on page 7.

- All sponsors are invited to provide a company brochure to be distributed at convention. Check here if you plan to provide materials for distribution and send 250 copies to the SCCA office by **June 1**. Street address for shipments is SCCA, 1122 Lady Street, Suite 1115, Columbia, SC 29201.
- For those sponsors who receive recognition from the podium, please email a brief description of your company to the SCCA at scca@capconsc.com by **June 1**. This information will be used to recognize your company.
- Signage will be used to acknowledge all sponsors. Please email your company logo to the SCCA at scca@capconsc.com by **June 1** for use on conference signage.

The word sponsor used above indicates those exhibitors who have signed up to sponsor individual convention events as listed on page 7. Those exhibitors who are purchasing booths only will be responsible for disbursing their own information at their booth.

TOTE BAG AND VOLLEYBALL SPONSOR INFORMATION

- We will provide our company logo for the SCCA to the create bag and/or volleyball t-shirt design. (Logo must be provided by **June 1**.)
- Our graphics department can assist with creating the bag design. Please provide name & email of graphic designer.

Name: _____ Email: _____

EXHIBITOR REGISTRATION

Brief description of company, products and services to be exhibited. This will be used in the convention program.

PAYMENT OPTIONS

Payment can be made by check or credit card (MC, VISA, AMEX or Discover). Total amount enclosed (payable to the SCCA) \$_____ or please bill the credit card listed below.

CREDIT CARD # _____ EXPIRATION DATE _____

NAME ON CARD _____

BILLING ADDRESS and ZIPCODE _____

SIGNATURE _____

Applications are not considered complete until payment is received in full. We accept all major credit cards or company checks. All space is sold on a "No Refund Basis." The only exceptions to this rule are if the SCCA cancels the convention/trade show for any reason or if we are able to resell the booth.

REMITTANCE

Please complete both pages of the registration form and return with payment to:

SCCA
PO Box 1763 - Columbia, SC 29202
Fax: (803) 252-0589 - Email: scca@capconsc.com