



2020 Trade Show

Battle of the Bands

March 10, 2020 at 6:00 PM

Savannah Station

Important Times

Booth Set-Up: 2:00-5:00 PM

Booth Break Down: 8:45-9:00 PM

Show Hours: 6:00-8:30 PM

Registration Costs*

Members: \$450.00

Non-Members: \$850.00

**Payments are due no later than March 1, 2020*

Sponsorship Opportunities

Bronze Sponsor: \$250.00 (Receive \$50.00 off Booth Pricing)

Silver Sponsor: \$500.00 (Receive \$100.00 off Booth Pricing)

Gold Sponsor: \$750.00 (Receive Double Booth & \$150.00 off Booth Pricing)



General Information

Theme: This year's theme is "Battle of the Bands". It is not required to use the theme but please keep in mind that use of theme is part of the booth judging criteria.

Exhibitors: Exhibit spaces are open to all Supplier Members of the Coastal Georgia Apartment Association. If non-members wish to attend and participate a booth may be purchased for \$850. Only Supplier Members and Non-Members who have purchased a booth may attend the event.

Booth Size and Choice: Booths will be 8' long (*Gold sponsor booths will be 16' long*). Booth Number will be chosen by CGAA based on need for electricity and placement of sponsors.

Included Items: Pipe and Drape, One (1) six (6) foot table (*Gold sponsors will receive two (2) six (6) foot tables*), Two (2) chairs

Bar: There will be one (1) cash bar available for attendees.

Sponsorships: Sponsorships are available for purchase by Members only. Sponsorships help to cover food costs, booth prizes, promotional items, security, and other needs. All sponsors will receive their name or logo on all promotional materials and signs at the event. Other sponsorship benefits are based on the level of sponsorship. If you wish to sponsor the event, please contact the Association Office at info@coastalga-apt.org.

Food: Heavy hor d'oeuvres will be served and catered.

Contests: Prizes will be awarded to best booth displays. There will be three categories: Most Creative, Most Informative, and Best All-Around. Booths will be voted on by attendees.

Attendees: In addition to all Community members of the Coastal Georgia Apartment Association, Non-Member communities in CGAA's service area will be invited to attend as well. Invitations will also be extended to Community staffs, Regionals, and Owners throughout Georgia and South Carolina.

Drawings: It is encouraged that each exhibitor bring prizes for the event.

Electricity: Electricity will be available and provided at no additional cost. Please provide your own 3-prong extension cords and power strips as those will not be provided by the Association or the venue. Please make sure to mark your extension cords and power strips. Neither the Association nor the venue will be responsible for any misplaced cords or strips.



Rules and Regulations

Set-Up & Clean-Up: Exhibitors may not begin setting up before 2:00 PM on the day of the event. Exhibitors must be completely set up by 5:00 PM. Exhibitors must clean up immediately following the event.

Food and Beverages: Absolutely no outside food or beverages, including alcohol, are permitted at the venue.

Security Officers: A security officer will be on-site during the event.

Equipment: The Coastal Georgia Apartment Association and the Savannah Station are not responsible for any Exhibitor property. Any items left at the venue will be disposed of at the discretion of the venue management.

Smoking: The Savannah Station is a smoke-free facility. If you wish to smoke, please use the designated areas outside of the building and dispose of trash properly.

Damage: Any damage to walls, floors, lights, doors, etc. must be immediately reported to Association and Venue staff. The offending Exhibitor agrees to compensate the Savannah Station promptly for the cost of cleaning, repairing, or replacing damaged items.

Parking: Parking is available at the venue and may be utilized.

Payment: Payment for booths must be received no later than March 1, 2020. Exhibitors who have not paid for their booths by March 1 will not be allowed to exhibit or attend the event. No exceptions.

Music: Music is allowed at booths, but please respect your fellow Exhibitors. Music that becomes a disruption to other Exhibitors or contains vulgar language will be asked to be turned off.

Indemnification: The customer agrees to indemnify, to the extent permitted by law, to protect, defend and hold harmless the Coastal Georgia Apartment Association, Savannah Station and its employees, from any and all claims, losses, or damages to personal property, injury to persons, government charges or fines, and costs, including reasonable attorney's fees, arising out of or connected to any event involving the occupancy or use of the Savannah Station by the customer or its guests, invitees, or agents, except those claims arising out of sole negligence or willful misconduct of the Savannah Station.

Banned Items: Birdseed, Sparklers, and confetti are all banned inside and outside of the Savannah Station. Any Exhibitors or attendees who fail to follow this rule will be fined by the venue and the Association.