



## “MEET THE SERVICE PROVIDERS & SUPPLIERS” EXPO

**DATE: Monday, July 15, 2019 Time: 3:30–6:00 PM** *(subject to change)*

**Conference Hotel (TBA) – Philadelphia, PA**

The League of Historic American Theatres’ annual **Meet & Greet Expo and Reception** provides opportunities for service providers and suppliers to meet representatives of historic theatres, discover their needs, and "put a face with a name" during a premiere conference event.

A reception with drinks and desserts contributes to an informal, no-pressure opportunity for theatre representatives to learn about firms that provide the goods and services they need most.

Each year **representatives from more than 120 historic theatres** attend the LHAT conference. Don’t miss this valuable opportunity to develop and build relationships with prospective clients. Exhibit spaces are limited and may be reserved on a first-come, first-served basis.

### **Why is the “Meet & Greet” such a successful event?**

*View list of 2019 exhibitors to date [here](#).*

- Theatre members view this event as a valuable opportunity to make informal, no-pressure introductions to firms providing the services they need most.
- Representatives from “emerging” theatre projects enjoy the personal attention they receive when they arrive full of questions, and attendees from fully operational theatres are curious about products they can use to help them operate more efficiently and plan/implement their theatre's next renovation project.
- Because the LHAT Expo takes place on only one day of the conference during a limited time period and there are no other competing conference events, most attendees show up and stay for the entire Expo.

### **How is the LHAT “Meet & Greet” different than other industry trade shows?**

As an exhibitor during this special event, you learn about emerging theatres and those that are fully operational, while theatre representatives learn about the latest products and services for our industry. While you and theatre members get to know one another, you can make arrangements for more in-depth conversations later in the conference. Or, you can gather information, collect business cards and contact prospective clients following the conference.



Rather than booths and pipe and drape, LHAT’s Expo features table top exhibits during an informal reception. Each LHAT exhibitor receives the same amount of space -- regardless of firm size -- for displaying materials. Display photographs, brochures, catalogs, product samples and business cards on table tops; or opt not to have a table so you can display samples in the approximately 9’ wide x 3’ deep area allocated to each exhibitor.

### **Where and when is the Expo?**

The 2019 Expo will be on the first full day of the conference, Mon., July 15th, from 3:30 to 6:00 pm (tentative) at the conference hotel (which will be announced soon). You’ll make new contacts and/or renew relationships over drinks and desserts.



### **What is the Expo Raffle?**

To encourage visits to all exhibits, each exhibitor is asked to provide one small prize (e.g., shirt, cup, hat with company logo; restaurant gift card). Prizes are raffled at the end of the Expo to participants who have cards punched by exhibitors.

### **How do I reserve Expo space for my company?**

Exhibit space is reserved on a first-come, first-served basis. Expo registration is available through the LHAT conference website. Expo registration must be completed in advance, **no later than June 28. (Note: Fees increase after 6/14)**

### **What does it cost and what does the fee include?**

The Expo registration fee for **League members is \$565; \$925 for non-members (fees increase after June 14 to \$775 Mbr / \$1,125 NonMbr).**

Only one fee is required per exhibiting company and includes attendance for one exhibitor representative at all conference events on the day of the Expo. Any additional persons participating in the Expo must register at Additional Exhibitor rate of \$125 pp for members; \$150 pp for Non-members. Max three people per Expo space. Additional Exhibitor fee includes attendance at all conference events on the day of the Expo only.

**In addition, for each exhibiting company, the Expo fee includes:**

- A six-foot (6') table, draped, with two chairs. Easels (in limited supply), which must sit behind the table (or abutting the table, as space allows), will be provided only if requested in advance.
- A tent card (provided by LHAT) with exhibitor's company name for the table. Since the Expo is generally limited to tabletop exhibits, exhibitors will not be able to **hang** any kind of sign or banner behind their tables. However, freestanding banners may be allowed to stand behind or abut the end of exhibitor's table if space allows. Please contact LHAT ([info@LHAT.org](mailto:info@LHAT.org)) for any special requests like these.
- A listing on the Expo information sheet provided each attendee. The sheet will list all the firms represented at the Expo and a map of your location in the exhibit area.
- Acknowledgement on LHAT's conference website and in follow-up materials, including a description of services, phone, email and website link.



### **Additional Services**

Additional services, e.g., freight, shipping & receiving, wifi connections, electrical hookups, video screens, etc. will be available **at Exhibitor's expense** if arranged in advance.

**Details about ordering additional services and shipping instructions will be provided in mid-to-late June.**

### **Additional terms of participation:**

- Exhibiting companies must send at least one representative to set up, manage, and strike their exhibits.
- Exhibitors planning to attend the Expo ONLY do not have to register for the full conference. Single day registration for the day of the Expo for **one representative** is included in the Expo registration fee. Additional exhibitors are \$125 each for members; \$150 each for Nonmembers.
- On the day of the Expo, exhibitors may begin to set up approx. two hours prior to the Expo start time and must remove all materials within 60 mins following the Expo's conclusion.
- A completed exhibitor questionnaire will be required; it will be provided to Exhibitor in mid-to-late June.

**Questions? Email [info@LHAT.org](mailto:info@LHAT.org)**