



Vendor Packet

HAS 2020 will be held at the University of Southern Indiana (USI), 8600 University Blvd, Evansville, IN 47712. We expect great attendance! The vendor area is on the second floor of the University Center (UC) and will be open Monday through Wednesday. We hope you will be able to join us! All breaks will be in the vendor area, so you will have plenty of traffic!

Vendor Units (Booth) Specifications: Each vendor unit is 8' x 6' and includes one table (6' X 2 ½ '), and two chairs. The cost per unit is \$100. Please bring your own table cover and skirting. There is a \$10 extra cost for electricity. All 30 vendor units will be located in a combination of the main hallway and in UC2217-2220 where foot traffic is high. Each unit location will be assigned by HAS staff. Extra stands, clothing racks, or table top shelving are permitted as long as they do not encroach on the adjacent vendor space.

Meals: No meals are included in the cost of your vendor unit. We will offer breakfast and lunch Monday-Wednesday. Evening meals Sunday (BBQ), Monday (burgers and hot dogs) and Tuesday (Italian). There will be an ice cream social on Monday after dinner that will also include cookies and brownies. Please see the registration form for the prices associated with the meals.

Lodging: See the HAS website <http://www.heartlandbees.org/has-2020-lodging/> for off campus lodging options. Dorm rooms will be available in O'Bannon Hall. The rates will be \$40 for Single Occupancy and \$50 for Double Occupancy (maximum of 2 people per room). Rooms are equipped with Ethernet connections and wireless Internet access. There is a Lost Keys/Damage Fee just as last time: Any room keys/cards not returned are subject to a \$60 fee per key/card. Excessive trash left in rooms will be charged \$25 per bag removed. Housing and Residence Life staff will document any room damage & charges will be assessed accordingly.

Shipping to HAS 2020: If you wish to ship items, please ship to:

**USI
8600 University Blvd
Evansville, IN 47712
HOLD FOR: Heartland Apicultural Society Conference
Contact: Rustin Howard**

Please ship items to arrive during the week of June 29 to July 3, 2020.

Sales Tax collection: You will be responsible for collecting sales tax.



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Check-In and Unloading Areas:

1. Arrival: Check-In/Unloading begins in parking lots N and I at the southwest side of **University Center West**. This is our staging area. Upon arrival, each vendor will be directed to one of two unloading docks. Unloading will be in the same sequence as arrival. In late June, we will provide you with the name and phone number of the volunteer who will direct you to the correct unloading dock. This person will be able to answer unloading questions.
2. Location: University Center (UC) – see map on page 6.
3. Directions:
 - a. **From U.S. Highway 41:** take U.S. Highway 41 into Evansville to the Lloyd Expressway exit, travel west on the Lloyd Expressway (approximately eight miles) to campus. Take the University Parkway/USI Exit.
 - b. **From I-64:** take U.S. Highway 41 South exit 25A OR I-69 South exit 29A into Evansville approximately 14 miles south to the Lloyd Expressway. From U.S. Highway 41—see directions above. From I-69—see directions below.
 - c. **From I-69:** going south, take Exit 7B/West to Lloyd Expressway. Travel approximately 12 miles west to the University Parkway/USI Exit.
4. Unloading: Noon until 5 pm, Sunday, July 5th. There will be volunteers to assist you at the unloading docks (with pallet jacks, carts and dollies available) at noon Sunday. Most vendors will be unloading at the University Center East building (East side—we will post a sign). Please note these are the only area where vendors or HAS staff may bring boxes/displays/carts. Freight elevators are available to the 2nd floor where the Vendor Area is located. The university has a strict policy so please do not bring in anything through the front doors. Vendors may check in and receive their name badges, bags and additional information at the registration tables in front of University Center-West.

Parking after unloading: Vendors can park near University Center in a parking Lots N, I and C. Large trucks and trailers will be directed to Lot F (see map on page 7).

Onsite Vendor Contact at HAS 2020: Clayton Lee will be the volunteer leader to oversee the vendor area. He and other volunteers will help you locate and get settled into your space. Clayton Lee's telephone number is (573) 864-5172 (call or text) and email is leeland55@gmail.com.

Set Up: You can start setting up your booth any time after noon on Sunday and volunteers will be available to assist. The vendor area will open for business first thing Monday morning with



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the first break, around 10:00 a.m. The University Center vendor area will be in the hallways and in UC2217-2220. The hallways will not be locked during HAS nonbusiness hours.

Take down: You can begin taking down your booth around 1:30 pm on Wednesday, July 8th. If you are shipping items back home, please have the packages properly labeled. You will be given instructions as to where to leave them. All vendor displays must be removed, and tables cleared, by 4pm on Wednesday. There will be a team of volunteers that will assist you if needed.

Donations: Someone from the volunteer team will be around to collect donations for our raffle.

Conference Sponsorship

We clearly recognize all sponsors in the event program and in the case of major sponsors, through announcements and signage. The following sponsorship levels have been established:

Vendors and Smaller Businesses/Organizations---Donation levels at the \$2,000 and \$1,000.

State Beekeeping Associations---Support with a \$1,000 donation.

Local Beekeeping Clubs---Contribution with a \$300 donation.

Sponsor A Break

Monday: Morning/Afternoon Breaks

Tuesday: Morning/Afternoon Breaks

Wednesday: Morning Break

Full Break.....\$1000 Partial Break..... \$500

We appreciate the generosity of our vendors and would like to encourage you to sponsor one or more of the above-listed five breaks. The breaks will be held in the vendor area, and signs will be prominently displayed identifying the vendor(s) who sponsor the break. If you wish to sponsor a portion of a break, a partial option is also available. We hope you will take this opportunity to get your company's name before our attendees.



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Sponsor A Bag Stuffer

WHAT'S IN THE BAG? Here's the perfect way to get your catalog, special offer flyer, or promotional items into the hands of our attendees. Small note pads with your company name, phone number and web page are ideal. They do get used, and your name is always right there. An inexpensive pen with your information on it is also a good idea (you'd be really surprised at how many I see toward the end of the week getting used in the workshops). If you're attending the meeting, this is your chance to offer a special—a coupon for 10% off, for instance. This gets people to your table. If you can't attend, a bag stuffer allows you to still have a presence at the conference.

- Cost is \$100/item to be stuffed. Send us 500 of each item.
Extra bags and stuffers will be distributed by HAS Directors at state meetings.

Shipping Bag Stuffers: Please ship your bag stuffer items to arrive by June 15th to:

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8600 University Blvd
Evansville, IN 47712
HOLD FOR: Heartland Apicultural Society Conference
Contact: Rustin Howard

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Conference Advertisement Opportunities

Program Book

The HAS Conference Program Book will be 8½" x 11" in size. Below are the ad type/sizes, costs, and placement opportunities. **Ad deadline is May 15th.**

Ad Type/Sizes/Price:

Cover Page¹ \$350
Full Page² \$250

Half Page \$130
Quarter Page \$80

¹The three available cover pages include: the inside of the front cover and the inside & outside of the back cover.

²The full-page ad is a non-cover page.



HEARTLAND APICULTURAL SOCIETY EVANSVILLE, INDIANA

July 6-8, 2020 University of Southern Indiana

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Send Program ad or direct questions to: Debbie Seib (heartland.apicultural@yahoo.com).
 Program Book Ads can be sent as a 300 dpi TIF or a high resolution, either a pdf file or vector files are acceptable. If you have exceptionally large advertisement files, please send to Debbie Seib (heartland.apicultural@yahoo.com) using www.dropbox.com. Thanks!!

Registration questions: – Contact Debbie Seib at heartland.apicultural@yahoo.com or call (317) 432-9578.

Please list any restrictions that we should know about, to ensure an enjoyable experience at HAS

2019 Payment Options

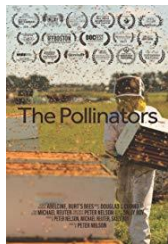
Make your check payable in US Dollars to H.A.S. and mail to: Heartland Apicultural Society, 7784 N. Sanctuary Lane, Mooresville, IN 46158-6082, Attn: Debbie Seib.

CREDIT CARD: Amex, Visa, Discover or Mastercard

Name on card: _____

Card number: _____

Expiration (MO/YEAR): ____/____ Verification Code: _____



Sunday evening is Movie Night - Free!!

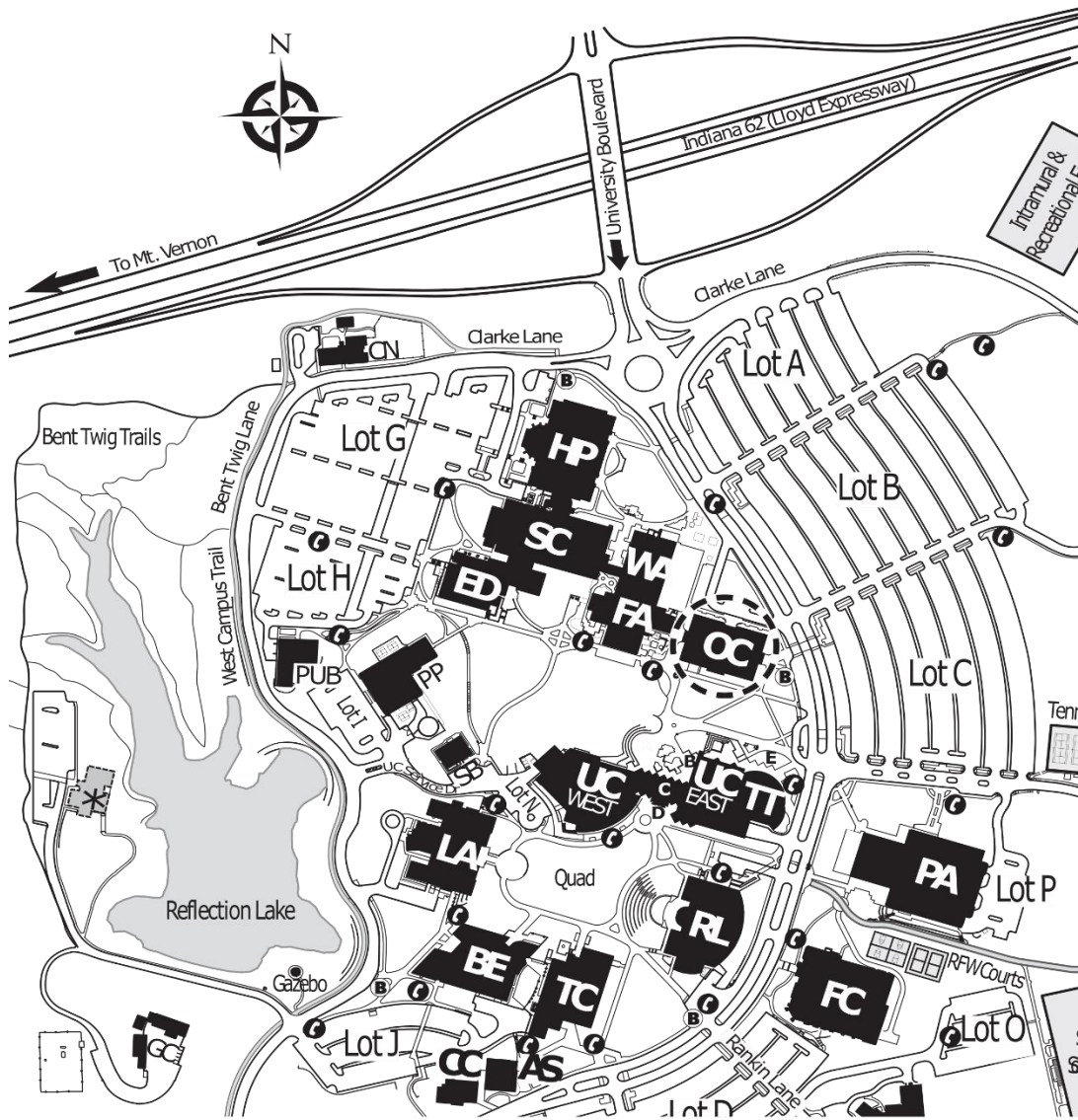
“The Pollinators is a cinematic journey around the United States following migratory beekeepers and their truckloads of honey bees as they pollinate the flowers that become the fruits, nuts and vegetables we all eat. The many challenges the beekeepers and their bees face en route reveal flaws to our simplified chemically dependent agriculture system. We talk to farmers, scientists, chefs and academics along the way to give a broad perspective about the threats to honey bees, what it means to our food security and how we can improve it. *Written by Peter Nelson*”



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CAMPUS LEGEND

Art Studio	AS	McCutchan Art Center/ Pace Galleries (LA 0155)	LA	University Center	UC
Business and Engineering Center	BE	Mitchell Auditorium (HP 1002)	HP	A. UC Courtyard	
Carter Hall (UC East 233)	UC	Robert D. Orr Center	OC	B. Rice Plaza	
Children's Learning Center	CN	Physical Activities Center (PAC)	PA	C. Skywalk (2nd floor)	
Dowhie Ceramic Center	CC	Publishing Services Center	PUB	D. UC Fountain	
Education Center	ED	Recreation, Fitness and Wellness Center	FC	E. Teaching Theatre Courtyard	
Forum Wing	FA	David L. Rice Library	RL	Byron C. Wright Administration Building	WA
Health Professions Center	HP	Security Building	SB		
I.U. School of Medicine—Evansville (HP 3026)	HP	Science Center	SC	— Pedestrian, Bike and Nature Trail	
Liberal Arts Center	LA	Teaching Theatre	TT	Ⓞ Blue Emergency Phone	
Mallette Studio Theatre (LA 0105)	LA	Technology Center	TC	Ⓟ Bus Stop	



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