



Date and Location

The Kentucky Press Association's 2018 Winter Convention will be held January 25 - 26 at The Hilton Downtown Lexington, KY.

Additional Information:

For more information regarding the 2018 KPA Convention, please contact:

Bonnie Howard or Buffy Sams
Kentucky Press Association
101 Consumer Lane
Frankfort, KY 40601
(502) 223-8821

Trade Show Booth Rental

Each space is 8' x 10' and consists of one (1) 6-foot table, skirted and two chairs.

Application for Exhibit Booths

To apply for booth rental, simply fill out the contract form and return it with your payment to:

Kentucky Press Association
101 Consumer Lane
Frankfort, KY 40601

Or fax the form to (502) 226-3867. Upon acceptance of your contract form, a confirmation will be sent to you.

Setup and Exhibit Hours

Exhibitors may set up their booths beginning at 8 a.m. on Thursday, January 25. The display should be ready for showing beginning at 11 a.m., when the registration desk opens. Booths should be dismantled no later than 5 p.m. Friday, January 26.

Exhibit hours are from 11 a.m. to 7 p.m. on Thursday, January 25, and from 8 a.m. to 5 p.m. on Friday, January 26.

Cancellation

Cancellations of confirmed booth space received by KPA on or prior to December 8, 2017 will result in a refund of monies paid. For cancellations received after December 8, 2017, there will be no refund.

* Space reservations may be faxed to (502) 226-3867 but payment is required to guarantee space.

Note:

No booth rental contract is valid until the confirmation form is executed by KPA and is delivered to the lessee. KPA reserves the right to decline any lease application with any party for any reason, and will not be liable for any expenses incurred by any party in anticipation of entering into any lease that is not executed as per the terms herein. Applicants are deemed to understand these terms by the act of signing the application and contract form.

Shipping Information

Hilton Lexington/Downtown
369 West Vine Street
Lexington, KY 40507
Attention: (Package Recipient)
KPA 2018 Trade Show/Emily Dowd

Electrical/Internet Access

Please contact Emily Dowd at The Hilton Downtown Lexington, KY regarding electrical/internet access.
Phone (859) 281-3739
Email: emily.dowd@hilton.com

TRADE SHOW LAYOUT

Ballroom B

Ballroom C

Ballroom D

KPA
Registration

1 2

3 4 5

6 7 8

9 10

11 12

Elevators



2018 Winter Convention & Trade Show

Lexington, KY • January 25-26, 2018

We wish to reserve and contract for the following space(s) at the cost of \$275 for each. Cost includes one (1) full registration to all KPA meals and functions. Additional meal and reception passes may be purchased at the KPA Registration Desk.

NO refunds for cancellations will be made after December 8, 2017

1st choice # _____ 2nd choice # _____ 3rd choice # _____ 4th choice # _____

Please Circle: Do you have a backdrop? Yes or No *(If yes, you must choose a booth along the outside wall)*

Please type or print clearly:

Firm Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ E-Mail: _____

Telephone Number: (_____) _____ Fax Number: (_____) _____

Name of Representative(s) staffing booth:

1. _____ 2. _____

3. _____ Payment Type Check Enclosed Credit Card

Please make check payable to
Kentucky Press Association

Electrical/Internet Access

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Phone: (859) 281-3739
Email: emily.dowd@hilton.com

Shipping Information

Hilton Lexington/Downtown
369 West Vine Street
Lexington, KY 40507
Attention: (Package Recipient)
KPA 2018 Trade Show/Emily Dowd

I have read and understand the contract as outlined on this form.

Signature _____

Date _____

Please complete and mail along with payment by **December 8, 2017** to:
Bonnie Howard / Buffy Sams
Kentucky Press Association
101 Consumer Lane
Frankfort, KY 40601
502-223-8821
Fax: 502-226-3867

Protection and Liability Statement

It is mutually agreed that KPA and The Hilton Downtown Lexington shall not be liable to an exhibitor for any damage to or for the loss or destruction of an exhibit or the property of an exhibitor or injuries resulting from any cause. All claims for any such loss, damage or injury are expressly waived by the exhibitor.

Each exhibitor must make provisions for the safeguarding of goods, material, equipment, and display at all times. Exhibitors may wish to carry their own insurance at their own expense. KPA and The Hilton Downtown Lexington will not be responsible for loss of any of the exhibitor's property by or for any cause.

The exhibitor must surrender space occupied in the same condition it was at the time of occupancy.