

# STL IFT

*Saint Louis Institute of Food Technologists Section*

Website: [www.ift.org/sections/stlouis/index.html](http://www.ift.org/sections/stlouis/index.html)

Email: [mattw@gandksales.net](mailto:mattw@gandksales.net)

## **SUPPLIERS' NIGHT EXPO INFORMATION SHEET**

**DATE:** Thursday, April 10<sup>th</sup>, 2014

**TIME:** 3:00 p.m. - 6:30 p.m.

**PLACE:** St Louis Renaissance Hotel

**COST:** \$300.00 per booth and includes listing in Buyer's Guide.  
Complementary appetizers and cash bar available during the Expo.

### **HOTEL:**

A block of rooms have been reserved at the Renaissance at a special rate.

[https://resweb.passkey.com/Resweb.do?mode=welcome\\_ei\\_new&eventID=10769224](https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=10769224)

**SET UP:** 12:00 p.m. to 2:30 p.m. on the day of the event.

**RULES:** No freestanding displays will be allowed. Tabletop displays cannot exceed 5 feet above the top of the table. No tables will be assigned unless vendor has paid charges in advance. No frying or open flames permitted.

**LATE FEE:** Registration after 3/28/2014 will be subject to a late fee of \$50.00 per table.

**CANCELLATIONS:** If a written cancellation request is received prior to 3/28/2014, half (50%) of the reservation fee will be refunded.

**QUESTIONS:** Matt Wallace G&K Sales 800-336-1333 or email us at [mattw@gandksales.net](mailto:mattw@gandksales.net)

### **PAYMENT:**

**Pay online** or Make check payable to St. Louis IFT and mail to:  
Joseph Charnowski, P. O. Box 6091, Chesterfield, MO 63006-6091

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## **Become a St. Louis IFT Sponsor!**

### **Sponsorship Levels (first come, first serve for booth selection)**

Bronze (100.00): 1/4 page color advertisement in Buyer's Guide, booth location selection.

Silver (\$250.00): 1/3 page color advertisement in Buyer's Guide, booth location selection.

Gold (\$300.00): 1/2 page color advertisement in Buyer's Guide, booth location selection.

Platinum (\$550.00): Full page color advertisement in Buyer's Guide, booth location selection.

Email ad files to: [mattw@gandksales.net](mailto:mattw@gandksales.net)

Advertising deadline: March 28, 2014

**IF YOUR COMPANY IS INTERESTED IN SPONSORING  
SOMETHING NOT LISTED PLEASE CALL MATT WALLACE,  
Co-Chair 800-336-1333**

Accepted LOGO File Types –.pdf, .psd, .jpg, .pub

RESOLUTION: 300 dpi or higher

4-color Process Ad Files Must be CMYK (color model)

STLiftS is a non for profit organization. Tax ID information is available upon request.

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## IFT REGISTRATION CHECKLIST

Review registration form (The cost per booth is \$300.00 plus tax and each 8' x 10' booth will consist of 8' high back wall and 3' high side drape. All drapes will be fire retardant to meet fire marshal standards. In addition, one (1) 6' skirted table, two (2) padded chairs, one (1) wastebasket and a 7" x 44" identification sign that has the company name, booth number)

Review OPTIONAL fees:

- Sponsorship: Bronze, Silver, Gold, Platinum Levels, Scavenger Hunt

Pay Online via PayPal or make Check payable to St. Louis IFT and mail to:

Joseph Charnowski

P. O. Box 6091

Chesterfield, MO 63006-6091

Email Sponsorship information [mattw@gandksales.net](mailto:mattw@gandksales.net)

Email company logo and color ad. Ads and company logo must be received via e-mail (.pdf, .jpg, or .eps format) no later than March 28, 2014

Set up shipping to the Renaissance Grand for any necessary displays.

Order electricity or extra furniture if needed by contacting \_\_\_\_\_ at

Questions: Contact IFT Suppliers Co-Chair: Matt Wallace at 800-336-1333 or email [mattw@gandksales.net](mailto:mattw@gandksales.net)

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## **Rules and Regulations for Section Suppliers Nights**

Section Suppliers Night Meetings must be limited to tabletop displays.

1. A tabletop is standard four-, six-, or eight-foot tables, draping optional. Pipe and drape booths are optional.

2. The exhibit consists of all tables arranged side-by-side in rows with suitable aisles between the rows as needed for traffic flow.

3. Permitted at table top displays:

- a. Educational sales literature
- b. Samples of ingredients, additives, or food products;
- c. Sales premiums, souvenirs, handouts, etc.; and
- d. Instruments and/or equipment (if they can be self-supporting and set on the table).

4. Prohibited at table top displays:

- a. Free-standing floor displays;
- b. Table top displays that exceed five feet above the table (this allows exhibitors use of Downing-type displays); and
- c. Solicitation, interviews, distribution of literature, etc. outside the confines of the exhibitor's individual tabletop area.

5. Only Section-provided exhibitor standard identifications signs are allowed.

6. Company may contract for a maximum of three "linked" booths, *\$25 charge each booth*.

7. By completion of the Suppliers' Night space allocation form, the exhibitor agrees

to conform to the rules of the exhibition.

The IFT, Regional Sections and its agents and employees assume no risk, and by the

acceptance of this agreement the exhibitor expressly releases them of and from any and

all liability for damage, injury or loss to any person or goods, from any cause whatsoever.

### **Please Note:**

No table space will be assigned without payment.

☐ Paid reservations received earliest or with the earliest postmarks receive priority placement. Reservations received after March 22nd, 2013 will not be listed in the Buyer's Guide Booklet and cannot be guaranteed any location requests.