The Early Childhood Institute empowers early childhood professionals who impact and help shape Kentucky’s youngest children and their families. As a Sponsor or Exhibit Partner, you will be among the first to welcome Kentucky’s early childhood experts to the Early Childhood Institute and gain the advantage of this exceptional opportunity to market your products and services. We can build Kentucky’s future, together!

Conference Dates & Location
The Early Childhood Institute (ECI) will be held June 19-21, 2019 in Louisville, Kentucky at the Galt House Hotel. Shopping and restaurants are located within walking distance.

Registration
- Please read this packet in its entirety as it contains valuable information for Sponsors
  - Welcome Letter
  - Ad Specs
  - Galt House Exhibition Form (for use if you require internet, phone line, intend to sell food/beverage, or make a request for electric you are responsible for arrangements)
  - Booth floor Plan (Exhibitors will select booth preference from Collaboration Circle, Sponsors will be assigned a booth on Leadership Lane or Empowerment Avenue)
- After reading the packet, you can use https://secure.kentucky.gov/formservices/KYGOEC/ECI-2019-Vendor to register as a Sponsor/Exhibitor, select your booth preference, and make your payment.
- Commitment Deadline: April 27, 2019

If you require special assistance or have questions regarding Exhibitor Registration, please contact:
Erin Mitchell, Communications Director @ ErinB.Mitchell@ky.gov or 502-782-0200
The Early Childhood Institute empowers early childhood professionals who impact and help shape Kentucky’s youngest children and their families. As a Sponsor/Exhibit Partner, you will be among the first to welcome Kentucky’s early childhood experts to the Early Childhood Institute! Exhibit with us and gain the advantage of this exceptional opportunity to market your products and services.

**Partnerships Include**

- 8’x10’ booth space with pipe/drape, 6’ skirted table, and 2 chairs
- Company name and booth number signage located above your exhibit space to assist those seeking you by booth number
- Company contact information listed in the event program guide
- Security service 7pm to 7am June 19th - June 21st
- 24/7 assistance from event planning team
- Registration for 2 company representatives, including access to all activities June 19-21, 2019
- **Electricity and Internet must be ordered with the Galt House. Payment will be the responsibility of the exhibiting company. Please see the Galt House Exhibition Form.**
  - Electricity is included in Sponsor packages. If you are a sponsor and need electricity, please contact ErinB.Mitchell@ky.gov

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**Commitment Deadline: April 27, 2019**

**Space Assignments**

Booth assignments are made primarily on a first-come, first served basis with the online registration. Sponsors and Exhibitor Partners may request a specific booth location based on the floor plan. The Kentucky Governor’s Office of Early Childhood (GOEC) will make every attempt to assign one of the spaces you request on the registration form; however, selected booth assignments are not guaranteed. In the event the GOEC is unable to honor all requests, assignments will be made in priority order as follows:

1. Sponsor and Exhibitor Partner requests will be given first priority in order of sponsorship level
2. Requests will be considered based on the organization’s length of participation in past GOEC conferences
3. Requests will be honored based upon the date received

*Booth assignments are determined upon receipt of your registration form and payment.*

**Accommodations**

**Overnight lodging** is available to exhibitors at the Galt House Hotel in Louisville and is the responsibility of the exhibitor; the Kentucky Governor’s Office of Early Childhood will not pay lodging. Call the hotel at (800) 626-1814 and request the Early Childhood Institute conference room block rate. Room reservations are also available online at [www.galthouse.com](http://www.galthouse.com).
Parking is available at a discounted rate in the hotel parking garages, including additional parking spaces, which can be accessed from Third Street near the old loading dock. Call the hotel at (800) 626-1814 for more information. Parking is the responsibility of the exhibitor and will not be paid by the Kentucky Governor’s Office of Early Childhood.

**Important Timelines**

**Move In & Setup**
Tuesday, June 18th, 8am-5pm

**Evening Reception**
Thursday, June 20th, 5pm

**Exhibitor Partners Booths are Open**
Wednesday, June 19th 7am - 5pm
Thursday, June 20th 7am - 1:30pm
Friday, June 21st 8am-12:30pm

**Move Out**
Friday, June 21st, 12:30 pm

**Booth Cost for Exhibitors**

<table>
<thead>
<tr>
<th>Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interior</td>
<td>$350</td>
</tr>
<tr>
<td>Nonprofit Interior</td>
<td>$200</td>
</tr>
<tr>
<td>Nonprofit Interior</td>
<td></td>
</tr>
<tr>
<td>State and GOEC partner agencies</td>
<td>contact <a href="mailto:ErinB.Mitchell@ky.gov">ErinB.Mitchell@ky.gov</a></td>
</tr>
<tr>
<td>End Cap</td>
<td>$400</td>
</tr>
<tr>
<td>Extended</td>
<td>$450</td>
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**Exhibit Space Preference**

Please see the Exhibitor Partner Floorplan to select your top 3 choices from booths #15-50 / Collaboration Circle / Purple Zone. On the registration page, you will have the opportunity to indicate your preference as well as purchase ad space in the program, given to all participants.


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*Exhibitors are required to bring a door prize, which will be given to participants (by the Kentucky Governor’s Office of Early Childhood) during conference events.*

#KYECI2019
Sponsor and Exhibitor Partner Floorplan
June 19-21, 2019

Grand Hall Foyer to Ballroom

* Booth Size: 8’x8’
* Exhibitor partners: please select from booths #15-50 / Collaboration Circle / Dark Blue
Ad Specs

Full Page - No Bleed
8.5”w x 11”h - Margins 25

Full Page - Bleed
8.5”w x 11”h - Bleed 25

Half Page - No Bleed
8.5 x 5.5 - Margins 25

Half Page - Bleed
8.5 x 5.5 - Bleed 25

Quarter Page - No Bleed
8.5 x 5.5 - Margins 25

Quarter Page - Bleed
8.5 x 5.5 - Bleed 25

File Format:
All advertisement files must be converted to PDFs

NON-COMPLIANCE SIZE:
If the ad is sized incorrectly, we reserve the right to resize and/or re-create it to fit accordingly.

FORMAT:
We cannot use ads, images, and logos sent as Microsoft Word or Publisher files, web graphics, or low-res graphics.
# Galt House Exhibition Form

## Price/Order Form

(All prices are subject to 24% service charge and 6% tax)

### Electrical Power:

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Rate</th>
<th>Extended Cost</th>
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</thead>
<tbody>
<tr>
<td>120 Volts Service 20 Amp</td>
<td>_______</td>
<td>$95.00++</td>
<td>$110++</td>
</tr>
<tr>
<td>208 Volts Three Phase Service 50 Amp</td>
<td>_______</td>
<td>$350.00++</td>
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</tr>
<tr>
<td>100 Amp</td>
<td>_______</td>
<td>$450.00++</td>
<td></td>
</tr>
<tr>
<td>200 Amp</td>
<td>_______</td>
<td>$1000.00++</td>
<td></td>
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<tr>
<td>400 Amp</td>
<td>_______</td>
<td>$1200.00++</td>
<td></td>
</tr>
<tr>
<td>400 Amp</td>
<td>_______</td>
<td>$1200.00++</td>
<td></td>
</tr>
</tbody>
</table>

### Audio Visual Equipment:

All prices per event, subject to change

- Screen Support Package 8 or 6’ Screen, Projector Stand (No Projector) $125.00++
- 4K Projector Package 4K Projector, 8 or 6’ Screen, 1 HDMI or VGA cable $550.00++
- 50” Monitor $400++

Other: ______________________

### Galt House High Speed Internet Access:

- Wireless Internet $9.95/Day
- Wired Internet $100/Day (Per Connection)

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**Conference Attending:** ____________________________ **Dates:** ____________________

**Guest Name/On-Site Contact:** ____________________________ **Email:** ____________________________

**Company Name:** ____________________________ **Booth #** ________ (if available)

**Address:** ____________________________ **City:** ________ **State:** ________ **Zip Code:** ________

**Phone:** ____________________________ **Fax:** ____________________________

Pay on-site ☐  Pay by phone* ☐

**Signature:** ____________________________ **Date:** ____________________________

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*If paying by phone, a Galt House Audio Visual representative will contact you at the number provided to process your order.

For any questions or if you need more than what is listed on this form, please email exhibits@galthotel.com
Sponsor Section
The Early Childhood Institute empowers early childhood professionals who impact and help shape Kentucky’s youngest children and their families. Collaboration from sponsors builds a foundation for tomorrow’s workforce while supporting a strong workforce today. High quality early care and education builds Kentucky’s future!

The institute will feature nationally recognized keynote speakers, over one hundred workshops, exhibitors, and networking opportunities.

By sponsoring the Early Childhood Institute, you will:

- Boost your organization’s exposure to early childhood thought leaders, policy makers, advocates, educators, and parents
- Join the movement for high-quality early education and significantly impact Kentucky’s economic growth and competitiveness
- Ensure high-quality professional development for teachers, administrators, and early childhood support staff so that they can provide high-quality early care and education to the future leaders of Kentucky!

To learn more and to get involved, please email Erin Mitchell at ErinB.Mitchell@ky.gov
# Sponsor Categories

<table>
<thead>
<tr>
<th></th>
<th>Crown Royal</th>
<th>Platinum</th>
<th>Gold</th>
<th>Silver</th>
<th>Bronze</th>
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<td>$10,000</td>
<td>$7,500</td>
<td>$5,000</td>
<td>$2,000</td>
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<td>Sponsor Recognition</td>
<td>Special Recognition at Keynote Co-host Welcome Reception</td>
<td>Special Recognition</td>
<td>Special Recognition</td>
<td>Special Recognition</td>
<td>Special Recognition</td>
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<tr>
<td>One Vendor Booth (Electric Included)</td>
<td>Leadership Lane</td>
<td>Leadership Lane</td>
<td>Leadership Lane</td>
<td>Empowerment Avenue</td>
<td>Empowerment Avenue</td>
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<td>Welcome Signage</td>
<td>X –Large</td>
<td>Large</td>
<td>Large</td>
<td>Medium</td>
<td>Small</td>
</tr>
<tr>
<td>Logos on Presentations &amp; Screens</td>
<td>Recognition at General Sessions</td>
<td>Recognition at General Sessions</td>
<td>Recognition at General Sessions</td>
<td>Recognition at General Sessions</td>
<td>Recognition at General Sessions</td>
</tr>
<tr>
<td>Logo on Multiple Marketing Items</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Company Name &amp; Logo Displayed</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Opportunity to Submit Education Session Proposal</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>One Item in Registration Bag</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Conference Program Ad Space</td>
<td>Full-Page Color Ad on Back Cover and Full-Page Color Ad inside program</td>
<td>Full-Page Color Ad</td>
<td>1/2 Page Color Ad</td>
<td>1/4 Page Color Ad</td>
<td>1/4 Page Color Ad</td>
</tr>
<tr>
<td>Social Media Mention</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Networking Opportunities</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Yes</td>
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