

Doing More ...*With Less*

Maintaining Safety With Reduced Budgets

The 27th Annual
Illinois Joint Conference
for Pupil Transportation
Trade Show — June 23, 2010

Timber Creek Inn & Suites
and Convention Center
Sandwich, Illinois



Illinois Joint Conference For Pupil Transportation Vendor Show

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Welcome to the Twenty-seventh Annual Illinois Joint Conference for Pupil Transportation. The Joint Conference is hosted by the Illinois Association for Pupil Transportation (IAPT) and the Illinois School Transportation Association (ISTA). We are **very excited** about holding our Conference in Sandwich, Illinois. The newly-built Timber Creek Inn & Suites and Convention Center is an excellent venue for the Trade Show allowing buses to be displayed inside. The Illinois Joint Conference for Pupil Transportation is a three day event which brings together members of the school bus industry in Illinois. Besides the Joint Conference activities, the week includes Mechanics' Workshops, the IL Best Bus Technician Competition, and the IL School Bus Safety Roadeo.

The vendors who display at our trade show are a key element in making the conference a rewarding experience. We thank you for investing your time and resources in this conference and throughout the year. Your participation in our conference strengthens the pupil transportation industry in Illinois.

For those who exhibit, our attendees look to you as a resource for the newest products and services. We are again offering a one-day fee to those individuals who want to attend the vendor show. We believe this will bring more people into the exhibit hall and expand the exhibitor contacts. To maximize your exposure at the conference, we will be serving a buffet-style lunch next to the exhibit hall to encourage traffic flow as well as holding prize drawings at the end of the trade show. Participants must be present to win.

The last eight years our Vendor Show has exceeded our expectations. With your participation, this event will be the biggest and best IAPT/ISTA Joint Conference in our 27 years. We hope you will join us in making Illinois a leader in school bus transportation.

Sincerely,

Blanca N. Souders
President
IAPT

Michael Medin
President
ISTA

Conference Schedule (Tentative)

Tuesday, June 22, 2010

8:00am—12:00pm Conference Workshops
12:00 noon—5pm Golf Outing
1:00pm—5:00pm NAPT Professional Course
3:00pm—4:00pm Trade Show Buses move in

Wednesday, June 23, 2010

8:00am—12:30pm Conference Workshops
8:00am—12:30pm Mechanics' Workshops
9:00am—11:30am Booth Setup
11:30am—2:00pm Lunch
12:30pm—4:00pm Vendor Show
4:10pm—5:00pm ISTA Board Meeting
5:00pm ISTA General Session Meeting

Thursday, June 24, 2010

8:00am—9:30am IAPT General Meeting
ISTA Board Meeting
8:00am IL Best Bus Technician Workshops
and Competition
9:45am—Noon Workshops Continue
1:00pm—5:00pm NAPT Professional Course

Friday, June 25, 2010

8am— 5pm IL State Bus Roadeo

Annual Golf Outing (Tuesday)

Plan on joining conference attendees on Sandwich, IL's Edgebrook Country Club Golf Course. Information regarding this event will be sent to all registrants.

Club web site: <http://www.sandwichgolf.com/>

Recognition

The conference program will include all vendors participating in the trade show. The program will include identification of each booth location. In order to ensure that you will be listed in the conference program, your registration must be received by **June 1, 2010**.

Vendors will be provided an electronic file for conference and mechanics' workshop attendees following the conference upon request.

Event Sponsorship

Any vendor wishing to sponsor a dinner, keynote speaker, coffee/soda break, lunch, golf hole, or other event will be recognized in the conference program along with a recognition sign at the event.

If you would like to sponsor an event, please contact Cheryl Douglas by June 1, 2010. Cheryl may be reached by phone or e-mail.

Cheryl Douglas
Executive Director, IAPT
(815) 369-2191
email@ilapt.net

www.ilapt.net

General Information

All exhibits will be in the Timber Creek Convention Center. The Timber Creek Inn & Suites and Convention Center is located in Sandwich, Illinois. The mailing address is 3300 Drew Avenue, Sandwich, Illinois 60548. The phone number is (630) 273-6000.

Each booth will include: an 8' high backdrop in Black and Gold; a 3' high siderail in Black or Gold, one 9" x 44" identification sign with your Company Name, City, State and Booth Number, two chairs, one waste basket, and one 6' or 8' skirted table in Black or Gold. **NOTE: The trade show floor is carpeted.**

Phone connections, internet access, and electricity are arranged through Timber Creek Inn & Suites and Convention Center. Exhibitor order packets for these services will be furnished after booth registration is received.

Vendor registration will include the vendor show and conference workshops. The number of complimentary vendor registrations are based on the size of the booth(s) purchased.

Trade Show Decorator: Crown Exposition, 816 Lindsey Lane, Bolingbrook, IL 60440. (630) 918-3875. Mike Kronemann is our contact. Please feel free to contact Mike with your questions. The decorator packet will be available online as well as through email.

Bus Exhibits: **Please let us know if you need an identification sign, chairs, or a table.**

General Exhibits: Each standard booth is 10' x 10' and includes registration for two vendor representatives. Additional reps may be registered for \$75.00 each.

Booth Costs:

Large Bus -----	\$1,000.00 per bus -----	Includes 4 vendor representatives per bus
Small Bus-----	\$600.00 per bus-----	Includes 3 vendor representatives per bus
10' x 40' booth -----	\$1000.00 each-----	Includes 4 vendor representatives
Or 20' x 20'		
10' x 30' booth -----	\$800.00 each -----	Includes 3 vendor representatives
10' x 20' booth -----	\$600.00 each -----	Includes 2 vendor representatives
10' x 10' booth -----	\$400.00 each -----	Includes 2 vendor representatives

Set Up Time: Exhibitors showing buses must move their vehicles in on Tuesday, June 22, 2010, from 3:00 p.m. to 4:00 p.m. All other exhibitors will then move in on Wednesday, June 23, 2010, from 9:00 a.m. to 11:30 a.m.

Prize Giveaways: The Joint Council will provide receptacles and sign-up slips for drawings at individual booths. Prizes will be awarded at the individual booths by drawing from your booth's registrants. Your booth will be highlighted by an emcee with a lavalier microphone. **We ask that the value of the prize have a minimum dollar value of \$25.00.**

Rules and Regulations: All demonstrations or other sales activities must be confined to the limits of the exhibit booth. No exhibitor may assign, sublet or apportion their exhibit space in whole or part, nor exhibit any products or services other than those manufactured or handled in the normal course of their business, nor permit any agent of any non-exhibiting firm to solicit business or take orders in their space. Displays shall not be placed in a manner as to interfere with other exhibits. Illinois Association for Pupil Transportation and Illinois School Transportation Association reserve the right to exclude from exhibition any or all literature, illustrations, materials or products that in their judgment are not consistent with the proper decorum of the educational exhibits.

An exhibitor desiring to make cash sales is responsible for complying with all local, state, and federal regulations relative to

permits, taxes, etc. and must not allow any person not connected with the exhibitor to sell from an assigned booth.

Noisemaking Exhibits: Exhibits which include the operation of musical instruments, radios, videos, talking motion picture equipment, public address systems or noisemaking machines must be constructed or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors and their patrons.

Insurance: Each individual exhibitor is responsible for their own various types of insurance coverage. Each exhibitor will hold free of liability, in connection with property damage or personal damage to his agents and employees, the exhibiting headquarters, Illinois Association for Pupil Transportation, and Illinois School Transportation Association and the employees of each for loss, theft, damage or destruction of goods, or for any injury to himself/herself or employees while in the exhibit or for any damage of any nature or character.

Fire Regulations: All exhibitors are required to conform to the following regulations:

- Smoking is prohibited in exhibit areas at all times.
- All materials used in the Timber Creek Convention Center must be flameproof.
- All decorating materials will meet requirements of 1993 BOCA F.306.
- All electrical conditions must meet requirements of 1993 BOCA F.310.
- Excelsior or shredded paper will not be used for crating material.
- Exhibits will not be allowed if their display consists of false ceiling or closed top type of closure.
- Aisles must be kept completely clear and unobstructed during show hours. The aisles must be kept clear and uncluttered as possible during set-up and dismantle hours.
- Fire exits and fire extinguisher cabinets, fire alarm pull boxes, and horn strobes must be kept clear at all times.
- All marked fire lanes must be kept free and clear of vehicles at all times. This will be strictly enforced.

Housing Information: Standard Rooms are available at a conference rate of \$89.99 (1 or 2 pp/room) or \$94.99 (3 or 4 pp/room) plus taxes. Suites are \$109.99 (1 or 2 pp) or \$114.99 (3 or 4 pp). A full hot breakfast is included in the room rates. Reservations may be made directly with the Timber Creek Inn & Suites and Convention Center, the Conference Headquarters. Please reference the Illinois Joint Conference for Pupil Transportation when making your reservation. The number for the hotel is: Reservations: 1-866-992-7335. Website: www.timbercreekinnandsuites.com

Please reserve your room by **May 30 to lock-in the conference rate.**

Booth Assignments: Assignments will be made on a first-come, first-served basis determined by the date contracts and payment is received by the Joint Conference at the address designated on the application. Reserve your space early to ensure your choice of location.

Refunds: Written refund/cancellation requests will be accepted until May 7, 2010. No refunds will be available after this date.

Non-Liability: Upon signing the application/contract, the exhibitor releases and agrees to indemnify IAPT and ISTA, its officers, managers, members, sponsors, contracted staff, and agents and render them harmless from any suit or claim for property loss or damage or personal injury by whomsoever sustained, including exhibitors and its agents or employees, on or about the exhibitor's display space or arising out of exhibitor's participation in the expositions, including such damage or injury resulting in part from the negligence of one or more of the aforementioned indemnities.

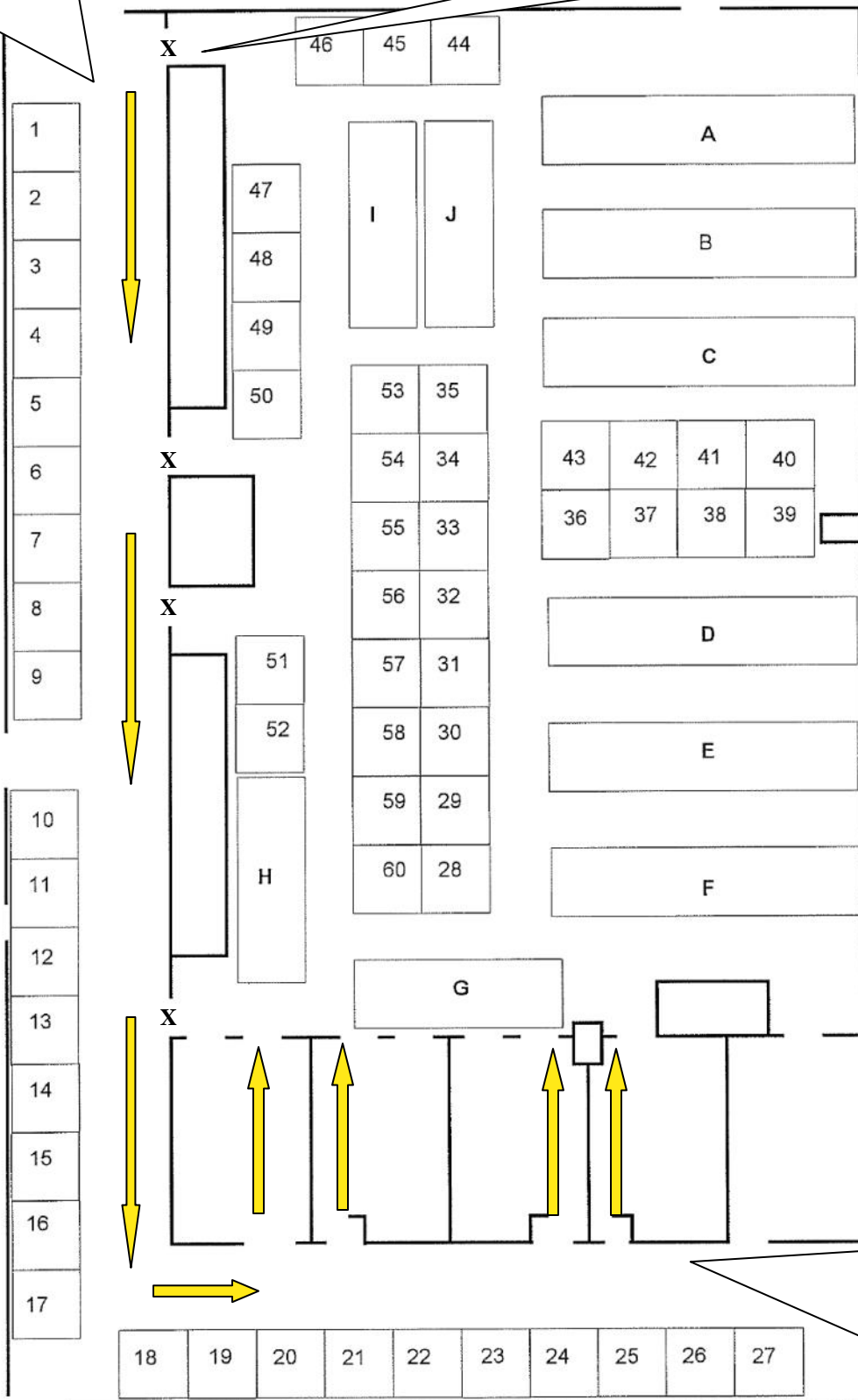
Although all reasonable care to prevent loss will be taken, IAPT and ISTA will not be responsible for damage by fire, theft, accidents or other causes. It is recommended that each exhibitor carry insurance against damage or theft of the property exhibited since goods and property remain in the sole possession and custody of each exhibitor at all times.

There will be no individual hospitality suites provided by vendors during scheduled conference events.

From Hotel

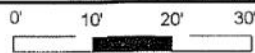
Participants **MUST** walk down this hallway to gain access to the main floor when the show opens.

No access to the main floor through any of the side doors when the show first opens. These doors will be locked - only accessible from the inside.



MAIN CONFERENCE ACCESS will be in this area.

Conference participants will gain access to the main trade show by walking down the hallway and entering through the rooms by booths 18 - 25.



Scale

60 10'x10' Booths

Best Western
TIMBER Creek

EXHIBIT SPACE APPLICATION/CONTRACT

Company/Organization: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Booth Identification Sign: _____

Products or services exhibited: _____

Space Location (please list choices, see attached floor layout): #1 _____ #2 _____

#3 _____, #4 _____, #5 _____, #6 _____, #7 _____

If possible, do not put our company by: _____

Badge Name: 1) _____

Name

Title

2) _____

Name

Title

3) _____

Name

Title

4) _____

Name

Title

5) _____

Name

Title

6) _____

Name

Title

7) _____

Name

Title

Please list additional vendors on a separate piece of paper.

Trade Show Registration Fees:

Large Bus: # _____ @ \$1000.00** = \$ _____
 Payment includes 4 vendor representatives

Small Bus: # _____ @ \$600.00** = \$ _____
 Payment includes 3 vendor representatives

10' x 40' Booth: # _____ @ \$1000.00** = \$ _____
 (Or 20 'x 20')

Payment includes 4 vendor representatives

10' x 30' Booth: # _____ @ \$800.00** = \$ _____
 Payment includes 3 vendor representatives

10' x 20' Booth: # _____ @ \$600.00** = \$ _____
 Payment includes 2 vendor representatives

10' x 10' Booth: # _____ @ \$400.00** = \$ _____
 Payment includes 2 vendor representatives

Additional Vendor
 Representatives # _____ @ \$75.00** = \$ _____

Total Payment: Enclosed or Paying Online: \$ _____

**NOTE: If paying online, there is a small up-charge to cover the costs of online payment processing.

Are you interested in sponsoring a conference event or golf hole? YES NO

If yes, do you have a preference for the event? _____

The undersigned hereby authorizes IAPT and ISTA to reserve exhibit space at the Timber Creek Convention Center for use by the above company/organization on June 23, 2010. The undersigned hereby acknowledges receipt of and agrees to abide by the Exhibit rules and regulations included in the Trade Show information packet.

 Authorized Signature Title Date

Please remit payment and application by May 7, 2010

MAKE CHECKS PAYABLE TO: JOINT COUNCIL

MAIL YOUR APPLICATION AND PAYMENT TO:
 (or Fax ONLY if paying online)

Vicki Mattson
 Lincolnshire District 103
 1370 Riverwoods Rd.
 Lincolnshire, IL 60069
 Phone: (847) 295-8258
 Fax: (847) 295-8259

Email: vmattson@district103.k12.il.us

 JC Trade Show Office Use Only:

Date Received: _____

Pymt. Received: _____

Check Number: _____

Booth # Assigned: _____



Go to our web site: www.ilapt.net, look for Events, and pay online.
Note: There is a small up-charge to cover the costs of online payment processing.